



MINUTES OF REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District #64 (Gulf Islands)
MAYNE ISLAND ELEMENTARY/JR. SECONDARY SCHOOL
May 08, 2013 at 1:00 p.m.

Present:	May McKenzie	Chairperson
	Pete Williams	Vice Chairperson
	Bonnie MacGillivray	Trustee
	Katharine Byers	Trustee
	Susanne Middleditch	Trustee
	Rob Pingle	Trustee
	Kathy Page	Trustee
	Lisa Halstead	Superintendent of Schools
	Rod Scotvold	Secretary Treasurer
	Linda Underwood	Director of Instruction, Human Resources
	Doug Livingston	Director of Instruction, Learning Services
Dawne Fennell	Executive Assistant	
Jack Braak	GITA President	
Jim Moulton	CUPE President	
Donna Kirkpatrick	GIPVPA Representative	
Regrets:	Cindy Rodgers	Manager of Finance
	Tania Aguila	DPAC Representative
	Lauren Utter	GISS Student Representative
	Elizabeth Nolan	Driftwood Representative
Parents:	Colleen Fraser	
	Laara Jarvey	

The meeting was called to order at 1:10 p.m.

1. ADOPTION OF AGENDA

It was moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2013 05 08, be adopted with the following additions:

- 7 (c) Climate Justice
- 7 (d) Learning Improvement Fund
- 8 (d) Learning for All

CARRIED 24/13

2. APPROVAL OF MINUTES

It was moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2013 04 10, be approved as presented.

CARRIED 25/13

3. BUSINESS ARISING

4. DELEGATIONS

5. TRUSTEE'S SCHOOL REPORTS

➤ ***Fernwood Elementary School***

“Water walk” – raised \$1667 for new wells for villages in India; aboriginal ancestry discussions in Family Groups; conservancy trips to Ruckle; bike rodeo; K-2 waiting for chrysalis delivery; field trip to Ganges on bus to engage in swimming, trips to ArtSpring, Greenwoods, library; Robbyn Scott

- visiting artist (dance); intermediate class going to Victoria; May 24 – Fun Fair; track meet on May 28 at Portlock Park
- ***Fulford Community Elementary School***
Swimming lessons, conservancy trips; school dance well attended; talent show, great participation; working in garden and outdoor classroom
 - ***Galiano Community School***
Bike rodeo, Lion's Club provides refreshments; students invited to track and field on Pender, Trustee MacGillivray helping students learn shot put; 2 library dedications – school library dedicated to Mary Ellen and Barry Bartlett, May 29 – “Bartlett Library”; community library – official opening on May 31; bottle drive very successful, made over \$1600; Camp Thunderbird; started leadership group with grade 5's; “student in the woods” – the surrounding woods that were closed for a long time, have been opened by new Principal, Ms. Beardsmore, they provide a wonderful learning experience for all students
 - ***Gulf Islands Secondary School***
Planning day presentations from GISS were wonderful, new admin. team working together during afternoon planning sessions; Grad and Grad Tea coming up and lots of organization happening; school dance went well; GISPA dance students performing in Victoria; lots of dedication from FI teachers; PAC going to visit PAC at SIMS to provide transition information for parents, presentation on Wi-Fi; Ms. Raddysh moving to new position on May 13; news of former students posted on website
 - ***Mayne Elementary/Jr. Secondary School***
Shadow puppet festival, very successful; beach clean up for earth week; Lieutenant Governor visited; art auction; students working in garden and composting; staff working on literacy project with teachers Tanya and Matti; rewriting mission statement; bike rodeo; track and field on Pender; gr. 5-8 students went rock climbing; gr. 8 grad; fundraising for playground equipment
 - ***Pender Islands Elem./Sec. School***
Planting day with Farmers' Institute; Gr. 8's to GISS next week for transition; wheelchair basketball; number of students, staff and community members involved in Time's Colonist 10 km run; baseball starting; track meet; intertidal projects on beach; Mr. Ruehlen transferring to GISS on May 13
 - ***Phoenix Elementary School***
Salmon launched; books have arrived
 - ***Saltspring Island Middle School***
Planning day focus on PBS; staff visited 2 middle schools in Saanich to see how they manage PBS; Book Fair; band concert at ArtSpring; practicing for track and field; Michael's Berendt's class sharing IDS project with classmates; band students headed to Seattle yesterday; transition for gr. 8 students; Gr. 5 parent info meeting last week; Spring Fling next week; Earth Week activities – pledges for: composting of brown paper towels, reducing electricity; picking up trash at beach; bio-diversity; installing bird houses; maintaining courtyard and garden
 - ***Salt Spring Elementary School***
Talent show; independent project regarding the degrading of environment from dog droppings, presented at Country Grocer; focusing on “sky” as school theme; author Joan Marie Galat visited on Tuesday to talk to students about her book on constellations
 - ***Saturna Elementary School/SEEC***
Journal, poetry and research writing; symposium re: whale who was harpooned in the late 1960's and survived; student vote program; planning a year-end concert with SEEC students; welcome to 2 new teachers, Vice Principal Cameron Fraser transferring to Pender on May 13
SEEC – very busy; ocean science symposium at UVic; 80 visiting students from Calgary; Girl Guides visited; starting to host perspective students and families; bivalve survey; raft building challenge
 - ***Windsor House School***
Rehearsals for “Charlie and the Chocolate Factory” to be held June 13 and 14; high school students fundraising for trip to Oregon; all staff members attended planning day; baby chicks have attached; mason bees have moved from the fridge to the bee hive; orienteering

6. **CORRESPONDENCE**

7. **CHAIRPERSON'S REPORT**

(a) **Red Hood Initiative**

At <http://www.redhoodproject.com/the-letter/>, there is an open letter to Sheryl Sandberg, COO of Facebook regarding the need for “systemic change across the industry” of social media “to ensure young people are free from exploitation and abuse”. To show support for this initiative, individuals and organizations are encouraged to read and sign this letter.

It was moved and seconded that the Board of Education will support this project by signing the Red Hood Project letter that is presented on their Facebook page.

CARRIED 26/13

Trustee Page will sign the letter on behalf of the Board of Education of School District #64 (Gulf Islands).

(b) **Principal/Vice Principal Transitions**

On May 13, 2013 the following transfers will take place:

1. Lyall Ruehlen will transfer to GISS as Principal
2. Cameron Fraser will transfer to Pender as Principal
3. Judy Raddysh will transfer to her new position as Principal of Special Programs

On August 1, 2013 the following transfers will take place:

1. Kelda Logan will transfer to Fernwood Elementary as Principal
2. Shelly Johnson will transfer to SSE as Principal
3. Marie Mullen will transfer to Fulford Elementary as Principal
4. Richard Bennett will transfer to GISS as Vice Principal
5. Shannon Johnston will begin her new position as Vice Principal of Saturna Elementary School/SEEC

GITA President Jack Braak asked if Ms. Raddysh’s position would be covered in the budget or be cost neutral. Superintendent Halstead responded it would be cost neutral.

(c) **Climate Justice**

Trustee Katharine Byers reported out on a meeting held on May 6. The committee has contracted two teachers to develop climate justice materials and resources and disseminate the information out to communities.

(d) **Learning Improvement Fund (LIF)**

Jack Braak, GITA President stated when the Minister of Education introduced Bill 22 in 2012, which included the establishment of a Learning Improvement Fund of \$165 million over three years, this amount was \$200 million less than the government’s estimated cost of class size and composition provisions in 2002. He states the amount of monies received through the LIF provided “at most 2.5 FTE teachers” to the district and some additional Educational Assistant support hours. He also emphasized that the LIF is inadequate to address learning support and “does not satisfy teachers.”

8. **CHIEF EXECUTIVE OFFICER'S REPORT**

(a) **Education Links Report**

The last meeting was held on April 23. Highlights included:

- Mathematical literacy – discussion regarding the creation of a continuum of learning. What essentials do students need to know versus the content that is nice to know?
- How we can better meet the needs of our students, collective care of all students and learning for all.
- How we allocate resources will be the focus of the next meeting to be held on May 21.

(b) Field Trip Request #101

A second request for approval of a curricular/extra-curricular field trip has been submitted from Kelley Clarke and Tina Meyer of Windsor House School to send approximately 19 Grade 8-12 students to southern Washington, Portland and Medford in Oregon May 28 to June 7, 2013 to participate in a variety of activities that will teach leadership and interpersonal skills. Mr. Clarke has sent a very detailed itinerary with this request.

It was moved and seconded that the Board of Education approves field trip request #101 for 19 Grade 8-12 Windsor House students to travel to Washington and Oregon from May 28 to June 7, 2013 to participate in a variety of activities that will teach leadership and interpersonal skills.

CARRIED 27/13

(c) School Calendar Report – Update

The report compiled by independent researcher, Martin Blakesley is now in the editing stage and will be completed and sent to trustees and senior administrators for review prior to the June 12 Board meeting.

(d) Learning for All – Doug Livingston, Director of Instruction, Learning Services

Eighteen district staff members, including Mr. Livingston, attended the *Simplifying Response to Intervention (RtI) Institute* in Vancouver April 15-17. “The underlying premise of RtI is that schools should not delay providing help for struggling students until they fall far enough behind to qualify for special education, but instead should provide timely, targeted, and systematic interventions to all students who demonstrate the need.” It is a collaborative process in which staff members take collection responsibility for the success of all their students. RtI2 is the acronym for *Response to Instruction and Intervention* and the district goal is “to create a systematic process that ensures **every** child receives the additional time and support needed to learn at high levels.”

Mr. Livingston also spoke to the morning presentations on planning day, which included the following themes:

- integrating learning across the systems
- social responsibility
- connectedness with environment
- story telling
- collaboration
- flexibility, assessment of what is working

More information on RtI can be found at: <http://sd64.bc.ca/learning-links/> and <http://bctf.ca/>.

9. CORPORATE FINANCIAL OFFICER’S REPORT

(a) Monthly Expenditure Report

The monthly expenditure report as at April 30, 2013, indicates that with 0.8333 of the year completed, 0.7976 of the budget has been expended. We are 3.57% below budget at this time. At year end, we will likely be 1.1% below budget.

(b) Annual Budget Bylaw for 2013/2014

Secretary Treasurer, Rod Scotvold presented and explained in detail the Annual Budget for the fiscal year 2013/2014, year ending June 30, 2014. Mr. Scotvold commented on the following items:

- Holdback release of approximately \$160,000 is not included as it may not be available next year
- Loss of approximately \$160,000 in unique geographical funding as not as many Pender Grade 12 students next year (loss of 15 at this year's graduation and only gaining 5 in Kindergarten)
- Teachers' pension
- Water taxi contract – shift of about \$700,000 overall

This annual budget is conservative and sustainable with an estimated surplus of \$1,019.

GITA President Jack Braak asked Mr. Scotvold, “What are some reasons why we have an advantage over other districts?”

Mr. Scotvold responded with the following comments:

1. Converting to the 4-day instructional week allowed us to stabilize.
2. Tweaking the funding formula in positive way. Some transportation costs are now addressed and they haven't been for years. It was a heavy cost item until the Ministry recognized it.
3. The Ministry increased the amount for small district funding.
4. The district has acquired funding through the development of programs on all islands, i.e., SEEC, SLC, OGIMY, GISPA.

It was moved and seconded there is unanimous approval to read the Annual Budget Bylaw for 2013/2014 in one sitting.

CARRIED 28/13

It was moved and seconded that the Annual Budget Bylaw for 2013/2014 in the amount of \$22,394,157 be read a first time and approved.

CARRIED 29/13

It was moved and seconded that the Annual Budget Bylaw for 2013/2014 in the amount of \$22,394,157 be read a second time and approved.

CARRIED 30/13

It was moved and seconded that the Annual Budget Bylaw for 2013/2014 in the amount of \$22,394,157 be read a third time, passed and adopted.

CARRIED 31/13

(c) Signing Authority Changes

The signing authority for these three accounts reflects the recent change of Lisa Halstead as Superintendent and the addition of Cindy Rodgers as Manager of Finance.

(i) Educational Trust Fund Account #1015 455

It was moved and seconded that the Board of Education approves the changes to the signing authority for the Educational Trust Fund Account as presented in Appendix 'A'.

CARRIED 32/13

Signing instructions as in Appendix A:

1. For amounts up to and including \$7,500.00:

Rodney Scotvold, Secretary Treasurer, or
Lisa Halstead, Chief Executive Officer

with either

Linda Underwood, Director of Instruction, Human Resources, or
Cynthia Rodgers, Manager of Finance

2. For amounts over \$7,500.00:

Rodney Scotvold, Secretary Treasurer, or
Lisa Halstead, Chief Executive Officer

with either

May McKenzie, Board Chairperson, or

Rob Pingle, Trustee, or
Kathy Page, Trustee

(ii) **Operating Bank Account #1033 104**

It was moved and seconded that the Board of Education approves the changes to the signing authority for the Operating Bank Account as presented in Appendix 'B'.

CARRIED 33/13

Signing instructions as in Appendix B:

1. For amounts up to and including \$7,500.00:

Rodney Scotvold, Secretary Treasurer, or
Lisa Halstead, Chief Executive Officer

with either

Linda Underwood, Director of Instruction, Human Resources, or
Cynthia Rodgers, Manager of Finance

Except for Receiver General, Payroll Deductions, Utilities and yearly contracts signed or approved by the Board or on behalf of the Board. (When signing authorities for amounts over \$7,500.00 will apply).

2. For amounts over \$7,500.00:

Rodney Scotvold, Secretary Treasurer, or
Lisa Halstead, Chief Executive Officer

with either

May McKenzie, Board Chairperson, or
Rob Pingle, Trustee, or
Kathy Page, Trustee

(iii) **School District No. 64 Project Account #1031 586**

It was moved and seconded that the Board of Education approves the changes to the signing authority for the School District No. 64 Project Account as presented in Appendix 'C'.

CARRIED 34/13

Signing instructions as in Appendix C:

1. For amounts up to and including \$7,500.00:

Rodney Scotvold, Secretary Treasurer, or
Lisa Halstead, Chief Executive Officer

with either

Linda Underwood, Director of Instruction, Human Resources, or
Cynthia Rodgers, Manager of Finance

2. For amounts over \$7,500.00:

Rodney Scotvold, Secretary Treasurer, or
Lisa Halstead, Chief Executive Officer

with either

May McKenzie, Board Chairperson, or
Rob Pingle, Trustee, or
Kathy Page, Trustee

10. COMMITTEE REPORTS

11. OTHER BUSINESS

12. QUESTION PERIOD

13. NEXT MEETING DATES

- (a) Committee Day – May 22, 2013 at the School Board Office
- (c) Regular Board Meeting – June 12, 2013 at the School Board Office

14. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 3:05 p.m.

CARRIED 35/13

Date: June 12, 2013

May McKenzie
Chairperson

Certified Correct:

Rod Scotvold
Secretary Treasurer