



**MINUTES OF REGULAR BOARD MEETING, PUBLIC SESSION**  
**Board of Education, School District No. 64 (Gulf Islands)**  
**GULF ISLANDS SECONDARY SCHOOL**  
**January 13, 2016 at 1:00 p.m.**

<b>Present:</b>	May McKenzie	Chairperson
	Rob Pingle	Vice Chairperson
	Susanne Middleditch	Trustee
	Nancy Macdonald	Trustee
	Shelley Lawson	Trustee
	Anna Herlitz	Trustee
	John Wakefield	Trustee
	Lisa Halstead	Superintendent of Schools
	Rod Scotvold	Secretary Treasurer
	Linda Underwood	Director of Instruction, Human Resources
	Doug Livingston	Director of Instruction, Learning Services
	Cindy Rodgers	Manager of Finance
	Dawne Fennell	Executive Assistant
	Lyall Ruehlen	GIPVPA Representative
	Larry Melious	CUPE President
	Deborah Nostdal	GITA President
	Sean McIntyre	Driftwood Representative

The meeting was called to order at 1:00 p.m. Chair McKenzie acknowledged this meeting is taking place on the territory of the Coast Salish people.

**1. ADOPTION OF AGENDA**

It was moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2016 01 13, be adopted with the following addition(s):

- 7 (b) Letter from GITA President, Deborah Nostdal
- 8 (f) Field Trip Request #63

CARRIED 01/16

**2. APPROVAL OF MINUTES**

It was moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2015 12 09, be approved as presented.

CARRIED 02/16

It was moved and seconded that the minutes of the Special Board Meeting, Public Session held 2015 12 15, be approved as presented.

CARRIED 03/16

**3. BUSINESS ARISING**

**4. DELEGATIONS**

**5. TRUSTEE'S SCHOOL REPORTS**

➤ ***Fernwood Elementary School***

A transition booklet was created by Principal and staff to loan out in the summer to families with K students entering school in the fall; Kids for Creeks field trips; high school woodworking class has built a 2-seater "buddy" bench, helps to build friendships; *Rising Above Personal Challenges* speaker; chicken coop completed

- ***Fulford Community Elementary School***  
Visioning session led by Debbie Magnusson with many positive outcomes from the session; lots of Pro D educational sessions for staff coming up; Quentin Harris visiting January 21 for Aboriginal Art and storytelling sessions; hoop dancing performance with Teddy Anderson; *Series of Risk* classes; craft fair raised \$500; continue to work on reading focus
- ***Galiano Community School***  
Community groups – food program, “Super Mondays”, library board attended last PAC meeting; OIMY students on Mayne; Quentin Harris visited for Aboriginal Art and storytelling sessions; all PAC pre-Christmas fundraising efforts were very successful; grade 8 students visited GISS to shadow grade 9 students for a day
- ***Gulf Islands Secondary School***  
End of semester – music, dance, theatre shows coming up; lots of extra curricular sports; upcoming semester – Lego Robotics course being offered, multi-age class; running Biology 126 dual credit course from Camosun, teacher coming to GISS; online course selection  
**Report from Principal Ruehlen:** prov. exams end on Thursday, January 28, and Friday is an instructional day, so the plan is to use the day to tackle grad transition, hold school assembly, then grade assembly, speaker coming to talk about drug awareness to gr. 11 and 12, sexual and mental health workshop, finish planning 10 workshop, REAL 9 developing portfolios, Julia Hengstler, a digital footprint instructor from VIU attended, and this portion of the day ended with treating all students to lunch supplied by Chef Kilner, lunch was followed by mini block sessions of classes that begin in second semester; tweak to timetable for second semester – dysfunction of home room input – what is the need of homeroom? – a nutrition break, time to connect with teachers re: projects and classmates – 15 minutes down to 10 classroom change break, then 5 minutes added to class time, teachers deliver announcements; during assemblies gr. 12 students want to talk to younger students about what they have learned over their years in school.  
Chair McKenzie thanked Principal Ruehlen for speaking with principals of the Outer Islands schools about classes students missed because of water taxi cancellations during December due to inclement weather.
- ***Mayne Elementary/Jr. Secondary School***  
Lovely Christmas concert; last day of school before winter break had feast, invited parents, grandparents, volunteers; all new staff this year, have all come together; want to make improvements to areas of the school; “Parents of Mayne” on Thursday, invited parents, spoke about the strategies of reading
- ***Pender Islands Elem./Sec. School***  
Great Christmas celebration at end of year; gr. 4/5 classroom woodcarving, Aboriginal Art session with Quentin Harris; gr. 6-8 on Mayne Island; lots of fundraisers, staying at WH; grade 8 students visited GISS to shadow grade 9 students for a day; practicing for 10 Km run; ArtStarts performance coming up; planning winter carnival
- ***Phoenix Elementary School***  
Winter celebration – many performances; working on drama program; hot lunch program on Wednesdays supported by PAC; PAC meetings held on days of staff meetings so all can meet and share information
- ***Saltspring Island Middle School***  
Gr. 7s gearing up for FSAs with field test option, 2 blocks where students can practice writing tests online, hope is to reduce anxiety and time to write tests; Saunders Subaru donated funds to SIMS to support sports and lunch program, Country Grocers and Legion have also come on board to support lunch program; PAC meeting was well attended, sexual health education presentation, SWOVA facilitators spoke about R+R program
- ***Salt Spring Elementary School***  
Winter concert was great; students performed downtown on December 17 in the rain; sleepover in the school on Thursday, Trustee Pingle will attend; focus in February is on whole school reading blitz, Trustee Pingle is guest reader on Feb. 3 which is also twin day, he would like to twin to look like Principal Shelly Johnson; 75<sup>th</sup> anniversary art projects still happening

➤ ***Saturna Elementary School/SEEC***

Great Christmas concert, well attended, SEEC kids wrote, directed and performed in the play, ended school year on a great note; salmon in classroom soon; swimming lessons starting January 28; new family has moved to island; StrongStart now has 9 kids; bottle drive fundraiser

***SEEC***

Hosting Craigflower students, shared day of activities; SEEC students planning and preparing lunch for them

➤ ***Windsor House School***

Drama group putting on a Windsor House student's adaption of "Buffy the Vampire Slayer", Trustee Lawson will try to attend the PAC meeting which is on the same day as the play; best Winter Fair ever, \$8,800 raised; forest program students participating in snow activities on the local mountains; lots of interest in the programming at WH, student wait list and lots of family interest, families come in to observe student governance and classes while students are in attendance

6. **CORRESPONDENCE**

7. **CHAIRPERSON'S REPORT**

(a) **Board Committee Structure**

This item is tabled for this meeting. Chair McKenzie will report out at the February meeting if there are any changes.

(b) **Letter from GITA President**

A letter received from GITA President, Deborah Nostdal asking if the Board could cover the TTOC costs for the three teachers and herself who will be attending the BCTF AGM March 14 and 15, 2016 as the AGM does not fall during the district's scheduled Spring Break.

In previous years, before the district implemented the four-day instructional calendar, the BCTF AGM dates fell during Spring Break. The district must adhere to the scheduling of Spring Break as per Article D.22.5 of the Collective Agreement and the BCTF AGM does not fall during this time. Ms. McKenzie suggested a meeting with Ms. Nostdal to discuss a possible memorandum of agreement to make changes to the scheduling of Spring Break. In response to a question regarding the costs to attend the AGM, Ms. Nostdal shared with Board members that if she asks permission of the Board and it is denied then BCTF will pay. If she doesn't ask then the local GITA would have to pay.

It was moved and seconded that the Board of Education respectfully declines to cover TTOC costs for three teachers and GITA President Deborah Nostdal to attend the BCTF AGM on March 14 and 15, 2016.

CARRIED 04/16

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

(a) **Learning in School District No. 64 (Gulf Islands)**

Ms. Halstead shared her presentation on Communicating Student Learning which included the following highlights:

- Curriculum shift with core competencies: communication, thinking, and person and social
- Aligning best practice – aligning assessment to curriculum to yield accurate information about students' levels of proficiency
- Principles of quality assessment
- K-12 Innovation Partnership: two projects accepted as one – A Collaborative Multiple Site Initiative (K-8) and Changing Reporting Regulations to Support Student Learning
- Student ownership of learning
- Communicating student learning through the teacher, student and parent voice
- Next steps in the journey

**(b) TransformBC Research Project**

Ms. Halstead received a letter from Rita Irwin, UBC Professor in the Department of Curriculum and Pedagogy inviting the district to be a partner in an education initiative with UBC and the Social Sciences and Humanities Research Council of Canada (SSHRC). The proposed research project is *TransformBC: Working Together for Educational Change in British Columbia*. It “aims to foster opportunities for knowledge co-creation and cross-sector expertise sharing among educational stakeholders for sustainable educational transformation in British Columbia”. Ms. Halstead states this project supports innovation partnership and inquiry work and, rural innovation hubs that support connecting generations. She recommends participation in this project.

It was moved and seconded that the Board of Education accepts the recommendation of Superintendent Halstead for the district to participate in this project.

CARRIED 05/16

**(c) Research Study**

Lesley Baker, Doctoral Student in the Department of Psychology at the University of Victoria has submitted a lengthy, very comprehensive research study proposal. The study “looks at the relations between emotions, perspective taking and moral behavior”. The purpose of the study is “to see how emotions facilitate children’s understanding of social conflicts and shape our behavior”. She is specifically interested in assessing children ages 6 to 10 years “who do not have a diagnosed development disability”. Ms. Halstead recommends participation in this study. In answer to questions of the amount of time for administrators and students to partake and benefits to the district, Ms. Halstead stated she supports the ownership of learning and wellness. It’s optional to partake, but it is an opportunity; because the Board approves does not mandate participation.

It was moved and seconded that the Board of Education accepts the recommendation of Superintendent Halstead for the district to participate in this study.

CARRIED 06/16

**(d) BAA Course**

Academic Writing and Thinking is a locally developed course and submitted by GISS teacher, Stephen Berry. Principal Ruehlen stated he presented this BAA course to staff and there is overwhelming support of it. He also supports it. This course has been reviewed and is fully compliant with the requirements of all regulatory bodies. Ms. Halstead recommends approval.

It was moved and seconded that the Board of Education approves the locally developed course Academic Writing and Thinking for Grades 10, 11 and 12 as presented.

CARRIED 07/16

**(c) Field Trip Request #67**

An extracurricular and cultural tour field trip request from GISS teacher David Collombin to take 15-20 Grades 9-12 students to northern Costa Rica in March 2017 to, “experience the nature and people of Costa Rica in the most interactive non-touristy way possible”. The exact dates of the trip are dependent on the 2016/2017 school calendar for Spring Break. More information will be forthcoming; they require Board approval so they can begin fundraising. Ms. Halstead recommends approval.

The optional insurance package (medical, baggage and cancellation) was discussed and trustees are requesting this to be purchased for all students and supervisors.

**Main motion**

It was moved and seconded that the Board of Education approves field trip #67 for David Collombin to take 15-20 Grades 9-12 students to northern Costa Rica in March 2017.

**Amended motion (in italics):**

It was moved and seconded that the Board of Education approves field trip #67 for David Collombin to take 15-20 Grades 9-12 students to northern Costa Rica in March 2017 *with the requirement that the*

*optional insurance package (medical, baggage and cancellation) be purchased for all students and supervisors travelling on this trip, or documentation of equivalent or better coverage be provided by participants.*

CARRIED 08/16

**(d) Field Trip Request #63**

An extracurricular and cultural tour field trip request from GISS teacher Louise Doucet to take 14 Grade 11 students to Ottawa, Ontario and Quebec City April 2 to 13, 2016 to participate in the Encounters with Canada program and a socio-cultural trip to Quebec City. Ms. Halstead recommends approval.

It was moved and seconded that the Board of Education approves field trip #63 for GISS teacher Louise Doucet to take 14 grade 11 students to Ottawa, Ontario and Quebec City April 2 to 13, 2016.

CARRIED 09/16

**9. CORPORATE FINANCIAL OFFICER'S REPORT**

**(a) Monthly Expenditure Report**

The monthly expenditure report, as at December 31, 2015, indicates that with 0.5 of the year completed, 0.4593 of the budget has been expended. We are 4.07% below budget at this time. Mr. Scotvold stated the district is in good shape for this time of year.

**(b) Interim Operating Grant**

Ms. Rodgers reported out on the Interim Operating Grant for 2015/16 stating it is reasonably good news. The district enrolled over 77 regular students above the original projection. Most of the students are at Windsor House. All new students were funded and the district has an increase in revenue of \$312,000 for the 2015/2016 school year. The interim operating grant for School District No. 64 (Gulf Islands) did not have any funding allocation for holdback release (normally \$100,000 for our district) as all of these funds were utilized to deal with increased student enrollment provincially. Ms. Rodgers feels the district is in a good financial position for the 2015/2016 school year.

**(c) Letter from the Auditor General**

A letter was received from Russ Jones, Deputy Auditor General, to inform the Board about the Auditor General's Financial Statement Audit Coverage Plan and the appointment of auditors for government organizations and trust funds. Mr. Scotvold stated this letter also outlines the Auditor General plans to specifically audit selected districts this year. It also confirms that they will work with the audit firm that was appointed by the Board of Education (KPMG Victoria) for this current year.

**10. COMMITTEE REPORTS**

**(a) Policy Committee**

**(i) Procedure 215, *Community Relations Committee* (draft)**

Trustee Wakefield presented draft Procedure 215 for adoption. Following discussion and input amendments to the procedure include:

- Changing Student Council to Student Representative(s) in number 3
- Removing the words "e.g., annual district Christmas dinner party" and the word "wide" in district-wide in number 5.b.ii.c

It was moved and seconded that the Board of Education approves the revisions to Procedure 215, *Community Relations Committee* as further amended.

CARRIED 10/16

**11. OTHER BUSINESS**

**12. QUESTION PERIOD**

**Board of Education, School District No. 64 (Gulf Islands)**  
**GULF ISLANDS SECONDARY SCHOOL**  
**2016 01 13**

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**13. NEXT MEETING DATES**

- (a) Committee Day – January 27, 2016 at the School Board Office
- (b) Regular Board Meeting – February 10, 2016 at Salt Spring Elementary School

**14. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 3:08 p.m.

CARRIED 11/16

Date: February 10, 2016

Rob Pingle  
Vice Chairperson

Certified Correct:

Rod Scotvold  
Secretary Treasurer

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**LOCAL SCHOOL CALENDAR CONSULTATION FOR 2016/2017**

No community members present for discussion.