



MINUTES OF REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
SCHOOL BOARD OFFICE
2018 09 12 at 1:00 p.m.

Present:	Rob Pingle	Chairperson
	May McKenzie	Vice Chairperson
	Nancy Macdonald	Trustee
	John Wakefield	Trustee
	Anna Herlitz	Trustee
	Shelley Lawson	Trustee
	Susanne Middleditch	Trustee
	Lisa Halstead	Superintendent of Schools
	Rod Scotvold	Secretary Treasurer
	Cindy Rodgers	Manager of Finance
Linda Underwood	Director of Instruction, Human Resources	
Doug Livingston	Director of Instruction, Learning Services	
Lori Deacon	Executive Assistant	
Scott Benwell	Incoming Superintendent	
Deborah Nostdal	GITA President	
Larry Melious	CUPE President	
Marc Kitteringham	Driftwood Representative	
Shelly Johnson	Past President GIPVPA	
Tisha Boulter	DPAC	
Tom Graham	Facilities Manager	

The meeting was called to order at 1:05 p.m. by Chair Pingle. He acknowledged that this meeting is taking place on the traditional territory of the Coast Salish people – huy ch q'u.

1. **ADOPTION OF AGENDA**

It was moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2018 09 12, be adopted as amended with the following additions:

- Administrative Announcement (7e)
- Calendar Amendment (7f)
- Saturna Playground (7g)
- Coaching (8d)
- Letter from Minister (9b addendum)
- Bylaw right of way CRD Waterfront Walkway (9d)

CARRIED 78/18

2. **APPROVAL OF MINUTES**

It was moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2018 06 13, be approved as presented.

CARRIED 79/18

3. **IN-CAMERA SUMMARIES**

It was moved and seconded that the Board of Education adopt the In-Camera Summary of 2018 06 13 as presented.

CARRIED 80/18

It was moved and seconded that the Board of Education adopt the In-Camera Summary of 2018 07 12 as presented.

CARRIED 81/18



4. **BUSINESS ARISING**

5. **CORRESPONDENCE**

- (a) Included in financial audit (9b)

6. **DELEGATIONS**

(a) **GITA President Deborah Nostdal – New Teacher Mentoring**

Ms. Nostdal reported on GITA's frustration with the current Ministry's failure to implement a New Teacher Mentoring Program as recommended by the Recruitment and Retention Taskforce. She asked the Board to voice its concern for the lack of funding.

7. **CHAIRPERSON'S REPORT**

(a) **Welcome Back**

Chairperson Pingle pointed out the new meeting structure as per revised board policy.

(b) **Notice of Motion – 2019/2020 Local School Calendar**

Vice Chairperson May McKenzie presented the following Notice of Motion:

The Board of Education moves to adopt a Local School Calendar for the 2019/2020 school year that reduces the number of instructional days by approximately 25 to 30 resulting in a four-day school week. The instructional time from these days will be added to the remaining days of instruction.

The resulting savings will allow the district to preserve programs and options for our students. The motion will be tabled at the regular Public Board meeting on March 13, 2019.

The notice of motion will be added to the website along with an online comment form to allow people the opportunity to share their input regarding the 4-day instructional week.

(c) **2019/2020 School Calendar Consultation Schedule**

Chairperson Pingle presented the school calendar consultation schedule. An correction was made to the February 2019 Board meeting date.

It was moved and seconded that the Board adopt the school calendar consultation schedule as amended.

CARRIED 82/18

(d) **Local Elections & BCSTA Academy**

Nominations for trustee close on Friday, September 14. Only two of seven current trustees are running for reelection. It is anticipated that senior administration and all trustees will attend the BCSTA Academy in November/December.

(e) **Administrative Announcement**

Chairperson Pingle shared a Press Release announcing a number of administrative changes:

1. the appointment of Ms. Linda Underwood as Acting Assistant Superintendent effective January 1, 2019 to December 31, 2019
2. the positions of Secretary Treasurer, Manager of Finance, and Manager of Facilities will be reconstructed into two positions in the first half of 2018
3. the education component of senior administration will be restructured in the future to include two District Principals, in addition to the Superintendent and Assistant Superintendent – to be phased in as current responsibilities are amalgamated due to attrition

Associated cost savings will be approximately \$100,000 in the first year, and \$60,000 in subsequent years. An Announcement will be shared on the website later today.



(f) Calendar Amendment

Vice Chair McKenzie requested on behalf of a community member, to amend the calendar and have June 21, 2018 (National Aboriginal Day) as a day of instruction. It was recognized that changing the calendar at this time would cause other difficulties and concerns.

(g) Saturna Playground

Saturna PAC is raising funds to support the building of the new playground on Saturna. One family plans to donate approximately \$25,000 to improve the existing tennis courts to include both a tennis and pickle ball court, as well as a basketball court.

8. CHIEF EXECUTIVE OFFICER'S REPORT

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

Superintendent Lisa Halstead presented on the upcoming school year with a focus on student success. She highlighted the implementation of the renewed curriculum and acknowledged that SD64 is in a time of transition and change, including the uncertainty associated with trustee elections, funding formula review, bargaining, technology adaptations, housing shortages, and staffing changes. She reminded everyone of the importance of maintaining a focus on student learning.

(b) Staffing and Enrolment Update

(i) Enrolment

Ms. Halstead reported that District enrolment is approximately 30 students below June projections at the current time.

(ii) Staffing

Director of Instruction Linda Underwood reported that recent posting have addressed vacancies from employee leaves and reassignment and that no new positions have been created. She stated that limited housing has impacted employee recruitment and retention. Ms. Underwood informed trustees that employee orientation is planned for October 23.

(c) Water Taxis

Ms. Halstead spoke about the water taxi ridership issue and the implementation of a student rider pass system. Currently, all student riders, including courtesy riders to the middle school, have been accommodated and both the Scholarship and the Graduate are near rider capacity. Staff and trustees have not yet been invited to ride with students as it is still anticipated that overcapacity may be an issue.

(d) Coaching

Ms. Underwood reported that this is the tenth year of the district coaching initiative, supporting valuable professional growth, focus, and reflection. She recommended that the district continue to:

- provide flexibility of choice in regards to coaching models, timing and duration;
- offer individual and team coaching as well as group peer (triad) training opportunities for educational leaders as part of their professional development;
- support one-to-one coaching and encourage group coaching opportunities for newly hired principals/vice principals;
- monitor and evaluate the success of the coaching initiative.

It was moved and seconded that the Board of Education support the recommendations of the Director of Instruction regarding the district coaching initiative.

CARRIED 83/18



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

(a) **Summer Work**

Manager of Facilities Tom Graham reported on summer work:

- Duane Little managed two cleaning crews this summer. A top-to-bottom cleaning crew and a floor crew. Mr. Little and his crew performed labour intensive floor restorations at Pender School

Projects

- Flooring upgrades and replacements – The GISS harlequin dance floor was fastened to the floor correctly and the seams were sealed and welded with the proper bead, GISS hallways and the library carpet was repaired
- New air conditioning system (with backup capacity) installed for District Server Room
- Roofing upgrades, capital projects – GISS, SIMS and Fernwood sections replaced as per scheduled maintenance. Pender roof was cleaned. Mayne school roof was completely replaced as per schedule
- Digital control heating and ventilation upgrade at GISS and Fulford School
- Fernwood lighting upgraded to LED
- Mayne Island Daycare was set up at the school
- Fernwood outdoor classroom was built
- Painting at multiple locations, including exterior of Mayne school
- SIMS washroom upgrades
- Saturna playground project in progress
- SSE & GISS gyms line painting recoat/refinishing
- Installed filtered water station in GISS cafeteria
- Replaced a bathroom counter at GISS

GISS Sports Fields

- All of the captured water was focused on the GISS upper field resulting in a usable field for the start of the school year.

(b) **2017-2018 Audited financial Statements**

Manager of Finance, Cindy Rodgers, reported on the 2017-2018 Audited Financial Statements. The district requested, and received permission from the Ministry to run a \$250,498 deficit for the current year. Some cost savings measures have already been implemented.

It was moved and seconded that the Board of Education approve the 2017-2018 audited financial statements for the year ending June 30, 2018 as presented.

CARRIED 84/18

(c) **License of Occupation Agreement – CRD Pedestrian Trail**

Secretary Treasurer Rod Scotvold explained that there exists an agreement, in principal, with the CRD to install a pedestrian trail along school property (Board Office property, Saltspring Elementary School property, and Plant Service property). The Secretary Treasurer has received documents and drawing and is satisfied with the agreement.

It was moved and seconded that the License of Occupation Agreement between the Board of Education and the Capital Regional District, be approved.

CARRIED 85/18

(d) **Bylaw/Statutory Right of Way – CRD Waterfront Walkway**

Mr. Scotvold explained that the small parcel of land associated with the waterfront boardwalk is owned by the Farmers Institute and leased by the School District. He further explained that the district is not requesting a Bylaw because there is no disposal of land. The numerous corporate name changes that the



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Board of Education has undergone, has made the process challenging.
The CRD, the District, and the Farmers Institute, need to enter into a land title agreement to allow the CRD to continue to build a boardwalk as planned.

It was moved and seconded that the Board grant priority (re: Land Title Act, Form C Charge – Statutory Right of Way) to the Capital Regional District (CRD) to allow the CRD to construct a boardwalk over property owned by the Salt Spring Island Farmers’ Institute of Ganges, British Columbia, and leased by the School District (Property-Lot1, Section2, Ranges 3 and 4 East, North, Salt Spring Island, Cowichan District, Plan 49983).

CARRIED 86/18

14. NEXT MEETING DATES

- (a) Committee Day – September 26, 2018 at the School Board Office
- (b) Regular Board Meeting – October 10, 2018 at Mayne Island School

15. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 2:57 p.m.

CARRIED 87/18

Date: _____

Chairperson

Certified Correct:

Secretary Treasurer