



REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
ZOOM Virtual Conference
2020 05 13 at 1:00 pm

A G E N D A

1. ADOPTION OF AGENDA

2. APPROVAL OF MINUTES

- (a) Minutes of the Regular Meeting, Public Session held 2020 04 08 (attachment)

3. IN-CAMERA SUMMARY

- (a) Summary of In-camera meeting held 2020 04 08 (attachment)
(b) Summary of Special In-camera meeting held 2020 04 20 (attachment)

4. BUSINESS ARISING

5. CORRESPONDENCE

6. DELEGATIONS

- (a) Garden Programs – Robin Jenkinson

7. CHAIRPERSON REPORT

- (a) Bylaw #2 Procedural Bylaw - 2nd and 3rd Reading (attachment)
(b) Draft 2020/2021 Board and Committee Schedules (attachment)
(c) Configuration Review (attachment)

Motion: that the Board directs staff to provide recommendations, at the June Board meeting, of possible financial modelling scenarios for investigation over the summer

8. SUPERINTENDENT OF SCHOOLS REPORT

- (a) COVID-19 Response
i. GISS Grad – Lyall Ruehlen
ii. International Programs
(b) Staffing
(c) Teachers Contract

9. SECRETARY TREASURER REPORT

- (a) Monthly Financial Report
(b) 2020/2021 Annual Budget Update
(c) MCFD Childcare Spaces Grant Application, Saturna

10. COMMITTEE REPORTS

No Committee Reports

11. TRUSTEE SCHOOL REPORTS

No school Reports

12. OTHER BUSINESS

13. QUESTION PERIOD

14. NEXT MEETING DATES

(a) Regular Board Meeting – June 10, 2020, location TBD

15. ADJOURNMENT



MINUTES OF THE REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
ZOOM Virtual Meeting
2020 04 08

Present:

Rob Pingle	Chairperson
Shelley Lawson	Vice Chairperson
Tisha Boulter	Trustee
Janelle Lawson	Trustee
Greg Lucas	Trustee
Chaya Katrensky	Trustee
Stefanie Denz	Trustee
Scott Benwell	Superintendent of Schools
D'Arcy Deacon	Director of Instruction, Human Resources
Doug Livingston	Director of Instruction, Learning Services
Jesse Guy	Secretary Treasurer
Lori Deacon	Executive Assistant
Deborah Nostdal	GITA President
Larry Melious	CUPE President
Sarah Rae	DPAC Representative
Adrian Pendergast	Principal, Saturna School/SEEC
Marin Anevich	Vice-Principal, Saturna/SEEC
Shelly Johnson	GIPVPA Representative
Elizabeth Nolan	Driftwood Representative

Regrets:

The meeting was called to order at 1:02 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

Moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2020 04 08 be adopted as presented.

CARRIED 24/20

2. APPROVAL OF MINUTES

Moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2020 03 11 be approved as presented.

CARRIED 25/20

3. IN-CAMERA SUMMARY

Moved and seconded that the Board of Education adopt the Regular In-Camera Summary of 2020 03 11 as presented.

CARRIED 26/20

4. BUSINESS ARISING

5. CORRESPONDENCE



6. **DELEGATIONS**

7. **CHAIRPERSON'S REPORT**

(a) **Board Committee and Meeting Schedules 2019/2020**

A report regarding this year's remaining Board and Committee meetings was shared. Chair Pingle explained that the intent would be for working committees to submit reports directly to the Board.

Moved and seconded that the Board of Education suspend all committee meeting for the remainder of the school year and hold all 2019/2020 schedule Board meeting online or by teleconference only. Current committee work will be brought directly to the Board.

CARRIED 27/20

(b) **Board Bylaw # 2 – Procedural Bylaw**

As per last month's notice of motion, amendments have been drafted to Bylaw #2 - Procedural Bylaw. Amendments align with the *School Act*. Changes to the Bylaw require 3 readings.

Moved and seconded that amended Bylaw #2 Procedural Bylaw receive first reading and be circulated for feedback.

CARRIED 28/20

(c) **Configuration Review**

There are no anticipated changes to the configuration review timeline. The Feedback Review Committee has met three times. A report will be shared with the Board in place of the Education Committee.

(d) **Climate Action Working Group**

The Chair of the Climate Action Working Group will determine when the group will meet next. Jesse Guy will bring the Carbon Report to the Board once complete.

Trustee Denz joined the meeting at 1:20 p.m.

8. **SUPERINTENDENT'S REPORT**

(a) **COVID-19 Response**

Scott Benwell shared the district's response to the COVID-19 emergency. He thanked staff for their dedication and GITA and CUPE for their readiness to problem solve and work together during this time. He shared some of the many practices that have been implemented to ensure the health and safety of staff, including enhanced cleaning, on-site sanitization stations, and orientation sessions. Secretary-Treasurer Guy explained that building access is being restricted where possible to ensure these practices can be sustained.

Support, in the form of in-school supervision, is in place for families of Tier 1 essential services workers, as defined by the provincial government, where needed. Darcy Deacon explained that supervision duties are currently being provided by Educational Assistants. The School District will continue to learn and adapt as this event unfolds.

The district is working closely with community providers to continue support for vulnerable learners. Efforts are being made to bring services online and to share school-based resources where possible. Doug



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Livingston shared the on-going work of dedicated staff across the district and encouraged everyone to visit the SD64 website to view some of the stories reflecting the work being done.

Positive feedback has been received from families as the district ensures continuity of education, and staff and students are enthusiastic. There are many models for program delivery using a wide range of technology. Dr. Benwell noted the many creative and innovative ways SD64 educators are capturing the interest of students and emphasized a need for patience and understanding.

9. **SECRETARY TREASURER'S REPORT**

(a) **Financial Report**

Jesse Guy shared the monthly expenditure report for March. As of March 31, 2020, the third quarter actual is 2% within budget.

(b) **2020/2021 Revenue Update**

Ms. Guy reported that the preliminary operations grant for 2020/2021 will be slightly higher than anticipated. Changes in the funding formula did not impact our district in any notable way.

10. **COMMITTEE REPORTS**

No Committee Reports

11. **TRUSTEES' SCHOOL REPORTS**

No Trustee School Reports

12. **OTHER BUSINESS**

13. **QUESTION PERIOD**

14. **NEXT MEETING DATES**

(a) Committee Day – TBD

(b) Regular Board Meeting – May 13, 2020 via ZOOM virtual meeting

15. **ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 2:17 p.m.

CARRIED 29/20

Date: _____

Chairperson

Certified Correct:

Secretary Treasurer

BOARD OF EDUCATION, SCHOOL DISTRICT NO. 64 (GULF ISLANDS)

Reference Section 72 (3) of the *School Act*

**Record of Proceedings of the Regular In-Camera meeting held via
ZOOM Virtual Conference
2020 04 08**

Present:	Rob Pingle	Board Chair
	Shelley Lawson	Vice-chair
	Tisha Boulter	Trustee
	Stefanie Denz	Trustee
	Gregory Lucas	Trustee
	Chaya Katrensky	Trustee
	Janelle Lawson	Trustee
	Scott Benwell	Superintendent of Schools
	Jesse Guy	Secretary Treasurer
	D'Arcy Deacon	Director of Instruction, Human Resources
	Doug Livingston	Director of Instruction, Learning Services
	Lori Deacon	Executive Assistant

Regrets:

The meeting was called to order at 11:01 a.m.

The agenda for the Regular Board meeting, In-Camera session held 2020 04 08 was adopted as amended.

The minutes of the Regular Board meeting, In-Camera session held 2020 03 11 were approved as presented.

Items:

1. Staffing
2. Transportation
3. Solar Panels – Mayne School
4. Superintendent's Evaluation
5. BCSTA Board of Directors Election

The meeting adjourned at 11:54 a.m.

BOARD OF EDUCATION, SCHOOL DISTRICT NO. 64 (GULF ISLANDS)

Reference Section 72 (3) of the *School Act*

**Record of Proceedings of the Special In-Camera meeting held via
ZOOM Virtual Conference
2020 04 20**

Present:	Shelley Lawson	Vice-chair
	Tisha Boulter	Trustee
	Gregory Lucas	Trustee
	Chaya Katrensky	Trustee
	Janelle Lawson	Trustee
	Jesse Guy	Secretary Treasurer
	D'Arcy Deacon	Director of Instruction, Human Resources
Lori Deacon	Executive Assistant	
Regrets:	Rob Pingle	Board Chair
	Stefanie Denz	Trustee
	Scott Benwell	Superintendent of Schools
	Doug Livingston	Director of Instruction, Learning Services

The meeting was called to order at 8:37 a.m.

The agenda for the Special Board Meeting, In-Camera session held 2020 04 20 was adopted as presented.

Tisha Boulter recused herself from the meeting.

Items:

1. BCTF/BCPSEA Contract Ratification

The meeting adjourned at 8:47 a.m.



*"Inspire learners, Integrate sustainability,
Involve community"*

SCHOOL DISTRICT NO. 64

BYLAW NO.2 PROCEDURAL

A BYLAW ESTABLISHING MEETING PROCEDURES FOLLOWED BY THE BOARD.

- 1.1 As specified by the *School Act*, the term of office commences on the first Monday after November 1 following the election [SA, s. 49] or when the person takes office in accordance with SA 50 (3), whichever is later. After the general local election of trustees, the Secretary Treasurer for the school district shall convene a first meeting of the board as soon as possible and, in any event, within 30 days from the date that the new board begins its term of office [SA s.67(1)].
- 1.2 The Secretary Treasurer shall announce the results of trustee elections and confirm that all trustees have completed the declaration and taken the oath of office as required by the *School Act*. [SA 50].
- 1.3 The superintendent (or designate) shall call for nominations by ballot for Board Chairperson (seconding is not necessary) and conduct a vote by ballot in which that person receiving a clear majority shall be elected Board chairperson for the ensuing year. If no person received a clear majority, further ballots shall be taken until the same is achieved or, if, after a second ballot, a tie shall occur, the election shall be decided by drawing of lots, as per Board Policy and Procedure No.110.
- 1.4 The chairperson so elected shall assume the chair for the remainder of the meeting.
- 1.5 The board shall proceed to elect a Vice- Chairperson in the same manner as the election of the chairperson.

2. REGULAR MEETINGS

- 2.1 ~~A regular meeting shall be held at least once a month, during the school year, usually on the second Wednesday of the month at 1:00 pm, or upon such day or at such other hour as the Board may decide.~~
A regular board meeting must occur as often as is necessary to transact its business and in any event not less than once in every 3 months.
- 2.2 A quorum of the board is a majority of the trustees holding office at the time of the meeting. [SA s.66]. Trustees may participate in or attend a meeting of the board by telephone or video conference if all trustees and other persons participating in or attending the meeting are able to communicate with each other. [SA s.67(6)]
- 2.3 At the appointed time for commencement of a meeting the presiding officer shall ascertain that a

quorum is present before proceeding to the business of the meeting. If a quorum has not been made within one-half hour after the appointed time the meeting shall stand adjourned until the next regular meeting date or until another meeting shall have been called in accordance with this bylaw.

FOR REVIEW

- 2.4 After a meeting has commenced, if notice is drawn to a lack of quorum, the presiding officer shall ascertain whether there is a lack of quorum and, if so found, adjourn the meeting to the next regular meeting date or to another meeting called in accordance with this bylaw.
- 2.5 The agenda and notice of meetings shall be prepared by the Secretary Treasurer under the direction of the chairperson (or designate) who shall consult with the superintendent. Written notice of each meeting, together with the proposed agenda, must be given at least 48 hours in advance to each trustee by delivery to the place designated by him or her. Non receipt by a trustee shall not void the proceedings.
- 2.6 The order of business at all regular meetings shall include:
- i. Approval of agenda;
 - ii. Adoption of minutes;
 - iii. Business Arising from the Minutes;
 - iv. Correspondence;
 - v. Delegations/presentations;
 - vi. Chairperson Report;
 - vii. Superintendent of Schools Report;
 - viii. Secretary Treasurer Report;
 - ix. Committee Reports;
 - x. Trustee Reports;
 - xi. Other Business;
 - xii. Question Period;
 - xiii. Date of Next Meeting(s)
 - xiv. Adjournment.
- 2.7 Alterations to the order of business may be proposed by any trustee and shall require a two-thirds vote or unanimous consent.
- 2.8 Minutes of the proceedings of all meetings shall be legibly recorded in a minute book, certified as correct by the Secretary Treasurer or other employee designated by the board under section 72 (1) of the *School Act*, and signed by the chairperson or other member presiding at the meeting or at the next meeting at which the minutes are adopted. [SA s.72(1) c]
- 2.9 Except for minutes of a meeting from which persons other than trustees or officers of the board, or both, were excluded, the minutes shall be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee set by the board. [SA s.72 (2)]
- 2.10 All meetings shall stand adjourned at three hours after their commencement unless a resolution is passed by a two-thirds vote to extend the hour of adjournment.
- 2.11 Meetings of the board shall be open to the public unless, in the opinion of the board, the public interest requires that persons other than trustees be excluded. [SA s.69 (1) &(2)]

- 2.12 The Secretary Treasurer, or another employee designated by the board if the Secretary Treasurer is unable to attend the meeting or if the meeting concerns the work performance or employment of the Secretary Treasurer, must be present at the time a decision of the board is rendered and must record any decision. [SA s.69(3) & (4)]
- 2.13 The chairperson or other member presiding at a meeting may expel from the meeting a person, other than a trustee, that the chairperson or other member presiding at the meeting considers guilty of improper conduct. [SA s.70(1)] A majority of the trustees present at a meeting of the board may expel a trustee from the meeting for improper conduct. [SA s. 70 (2)]

3. **SPECIAL MEETINGS**

- 3.1 A special meeting of the board may be called by the chairperson or, upon written request by a majority of the trustees, may be called by the Secretary Treasurer. No business other than that for which the meeting was called shall be conducted at the meeting.
- 3.2 Written notice of a special meeting and an agenda shall be given to each trustee at least 48 hours in advance of the meeting. Delivery of a written notice and the agenda may be waived by a majority vote, provided all reasonable steps have been taken to notify all trustees of the meeting.

4. **IN-CAMERA MEETINGS**

- 4.1 If, in the opinion of the Board, the public interest so requires, persons other than trustees may be excluded from a meeting. The Secretary Treasurer or other employee designated under section 69 (4) of the School Act, must be present at the time that a decision of the Board is rendered and must record any decision. [SA s.69(2), (3) & (4)].
- 4.2 No trustee shall disclose to the public the proceedings of a in-camera meeting unless a resolution has been passed at the in-camera meeting to allow such disclosure, except such as might be necessary to enforce the conflict of interest provisions of the *School Act*.
- 4.3 The Board shall prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a meeting from which persons other than trustees or officers of the Board or both were excluded, and the record shall be presented at the next meeting of the Board open to the public and shall be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee set by the board.[SA s.72(3)]
- 4.4 Unless otherwise determined by the board, the following matters shall be considered in closed session:
- a. salary claims and adjustments and consideration of requests of employees and board officer with respect to collective bargaining procedures;
 - b. accident claims and other matters where Board liability may arise;

- c. legal opinions respecting the liability or interest of the Board;
- d. the conduct, efficiency, discipline, suspension, termination or retirement of employees;
- e. medical reports;
- f. matters pertaining to individual students including the conduct, discipline, suspension or expulsion of students, truancy and indigent students;
- g. staff changes including appointments, transfers, resignations, promotions and demotions;
- h. purchase of real property including the designation of new sites; consideration of appraisal reports and accounts claimed by owners; determination of Board offers and expropriation procedures;
- i. lease, sale or exchange of real property prior to finalization thereof;
- j. matters pertaining to the safety, security or protection of Board property.
- k. such other matters where the board decides that the public interest so required.

5. **RULES OF ORDER**

- 5.1 The current edition of Robert's Rules of order shall govern points of order and procedures not provided for in the *School Act* or in this bylaw. Where there is an inconsistency between the *School Act* and this bylaw, the *School Act* shall apply.
- 5.2 The board may adopt a procedural rule for one or more meetings by resolution approved by two-thirds of the trustees present at the meeting. A rule, other than the requirement for notice of meetings, may be suspended by unanimous consent of the trustees present.
- 5.3 The rules contained in this bylaw may be amended by bylaw only, at a meeting of which notice of intention to propose the amendment has been given at the previous meeting and in the notice of the meeting.
- 5.4 The presiding officer's ruling on a point of order shall be based on rules of order as stated in paragraph 6.1. The ruling shall be subject to an appeal to the board if requested by a trustee immediately after the ruling and before resumption of business.
- 5.5 An appeal of a ruling of the presiding officer shall be decided without debate by a majority vote of the trustees present. A successful appeal does not necessarily set a precedent.
- 5.6 A copy of the board's procedural bylaw shall be available for inspection at all reasonable times by any person.

6. **BYLAWS AND RESOLUTIONS**

- 6.1 Unless expressly required to be exercised by bylaw, all powers of the board may be exercised by bylaw or by resolution. [SA s. 65 (4)]
- 6.2 The following matters shall be dealt with only by bylaw:

- a. adoption of the budget [SA s.113(1)]
- b. a capital bylaw [SA s.143(1)]
- c. the acquisition or disposal of property [SA s. 65(5)]
- d. ordinary rules of procedure of the board and rules relative to the organization of meetings of the board;
- e. amendments to bylaws;
- f. where required by the *School Act*.

6.3 All bylaws of the board shall be established, amended or repealed as follows:

- a. Written notice of intention to propose, amend or repeal a bylaw shall be given at the meeting prior to first reading and in the notice of the meeting where the bylaw is to be proposed.
- b. Every bylaw shall be dealt with in the following stages:
 - i. First reading: no debate or amendment;
 - ii. Second reading: discussion of the principle of the bylaw;
 - iii. Committee stage: If the question for second reading passes, the bylaw shall be referred to the committee of the whole for detailed consideration unless a motion is passed for referral to a standing committee;
 - iv. Third reading: consideration of amendments made in committee and final decision.

6.4 When a bylaw has been amended in committee, it shall be reprinted as amended and shall not be further proceeded with, except by a two-thirds vote, until the amended version has been distributed.

6.5 Every bylaw shall receive three readings on different days. The board may not give a bylaw more than 2 readings at any one meeting unless the members of the board who are present at the meeting unanimously agree to give the bylaw all 3 readings at that meeting. If a written or printed copy of a bylaw is in the possession of each trustee, and is available to each member of the public in attendance at the meeting at which the bylaw is to be read, then the reading may consist of a description of the bylaw by

- a. its title, and
- b. a summary of its contents.

6.6 The Secretary Treasurer shall certify on a copy of each bylaw the readings and the times thereof and the context of any amendment passed in committee.

6.7 A bylaw may be repealed at any stage with unanimous consent of the board.

7.

MOTIONS

7.1 A motion, when introduced, brings business before the meeting for possible action. A motion should be worded in a concise, unambiguous and complete form and, if lengthy or complex, should be submitted in writing.

- 7.2 The presiding officer may divide a motion containing more than one subject and it shall be voted on in the form in which it is divided.
- 7.3 All motions shall be seconded except in committee.
- 7.4 An amendment is a motion to modify the wording of a pending motion. An amendment must be germane, i.e. closely related to or having a bearing on the subject of the motion to be amended. A motion can be amended more than once, however, there can be only one amendment on the floor at a time and it shall be dealt with before another amendment is presented or the motion is decided. An amendment to an amendment must be germane to the first amendment and cannot be amended.
- 7.5 A motion to reconsider can only be made the day on which the original motion was voted upon and by a member who voted on the prevailing side. It may be seconded by any member. It is debatable if the motion proposed to be reconsidered is debatable and the debate can be on the merits of the original question. No question can be reconsidered twice.
- 7.6 Motions to repeal or to amend something previously adopted will be considered only if notice has been given at the previous meeting or in the call for the present meeting and if no action has been taken which it is too late to undo. Such motions are debatable and debate can go into the merits of the original question. There is no time limit for these motions and they can be moved by any member.
- 7.7 Motions to repeal or to amend something previously adopted for which notice has been given require a majority vote to pass. However, if the original motion required a two-thirds vote or a vote of the majority of the board, the same vote is required on a motion to amend or repeal.
- 7.8 A motion that has been defeated at a previous meeting can be moved again at a subsequent meeting only if proper notice is given in the call of the meeting.

8. **DEBATE**

- 8.1 Debate shall be strictly relevant to the question before the meeting. The presiding officer shall warn speakers who violate this rule or who persist in tedious or repetitious debate.
- 8.2 Speakers shall be recognized by the chairperson and shall address all remarks to the chairperson.
- 8.3 Each trustee has the right to speak twice on the same question on the same day but cannot make a second speech so long as any trustee who has not spoken on that question desires to speak. No trustee shall speak for more than five minutes at one time.
- 8.4 A matter of privilege (dealing with the rights or interests of the board as a whole or of a trustee personally) may be raised at any time and shall be dealt with forthwith before resumption of business.

8.5 No trustee shall interrupt another trustee who has the floor except to raise a point of order, a point of privilege or to disclose a conflict of interest.

9. **VOTING**

9.1 It is expected that all trustees present at a meeting will vote on each issue. However, a trustee has a right not to vote on any question and, if a trustee has a conflict of interest, the trustee must not vote. Such an abstention shall be recorded and shall not affect the quorum. If a trustee wishes to abstain for any other reason or to have a negative vote recorded he or she must so request before or immediately after the vote is taken.

9.2 Voting shall be by show of hands and only the results recorded unless a member requests recording of names before the vote is taken. Where names are recorded both positive and negative votes shall be recorded.

9.3 All questions shall be decided by a majority of the votes of the trustees present and voting, unless otherwise provided by the *School Act*. [Interpretation Act s.18(2)(c)]

10. **CONFLICT OF INTEREST**

10.1 "Pecuniary interest" (as defined in School Act section 55) means, with respect to a trustee, an interest in a matter that could monetarily affect the trustee and this includes an indirect pecuniary interest referred to in section 56.

10.2 If a trustee has any pecuniary interest in any matter and is present at a meeting of the board at which the matter is considered, the trustee:

- a. must at the meeting disclose his or her pecuniary interest and the general nature of the pecuniary interest;
- b. must not take part in the discussion of or vote on any question in respect of the matter; and
- c. must not attempt in any way, whether before, during or after the meeting, to influence the voting on any question in respect of the matter. [SA s.58(1)]

10.3 If the meeting is not open to the public, in addition to complying with these requirements the trustee shall immediately leave the meeting or the part of the meeting during which the matter is under consideration. [SA s.58 (2)]

10.4 A trustee's temporary absence or inability to vote due to a conflict of interest shall not affect the quorum of a meeting.

10.5 If the pecuniary interest of a trustee is not disclosed as required above by reason of the trustee's absence from the meeting, the trustee must disclose the pecuniary interest and otherwise comply

with the requirements at the first meeting of the board attended by the trustee after the meeting referred to above. [SA s.58(3)]

10.6 A trustee has an indirect pecuniary interest in any matter in which the school board is concerned if:

- a. the trustee or the trustee's nominee,
 - i. is a shareholder in or a director or senior officer of a corporation that does not offer its securities to the public; or
 - ii. has a controlling interest in or is a director or senior officer of a corporation that offers its securities to the public, and the corporation has a pecuniary interest in the matter; or
- b. the trustee is a partner of a person, is a member of a firm or is in the employment of a person or firm that has a pecuniary interest in the matter. [SA s.56]

10.7 The pecuniary interest of a spouse or of a parent or child of the trust shall, if known to the trustee, be deemed to be also a pecuniary interest of the trustee. [SA s.57]

10.8 Under SA s. 59 (a-d), the provisions of the *School Act* regarding trustee disclosure [SA s. 58] do not apply to a pecuniary interest in any matter that a trustee may have:

- a. by reason of the trustee having a pecuniary interest in the matter which is a pecuniary interest in common with electors generally;
- b. by reason of the trustee being entitled to receive any indemnity, expenses or remuneration payable to one or more trustees in respect of the matter;
- c. by reason only that the trustee is a member of an association incorporated under the Cooperative Association or a credit union having dealings or contracts with the board;
- d. by reason only of a pecuniary interest of the trustee that is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence a trustee.-Moved to first clause.

10.9 If a meeting is open to the public, every disclosure of pecuniary interest and the general nature of it made under section 58 must be recorded in the minutes of the meeting. [SA s. 60(1)] If a meeting is not open to the public, the fact that a disclosure of pecuniary interest was made, but not the general nature of that interest, shall be reported to and recorded in the minutes of the next meeting that is open to the public. [SA s.60 (2)]

11.

BOARD COMMITTEES

11.1 The chairperson shall appoint the members to, and designate the chairperson of, each standing committee at the first regular meeting of each year or as soon thereafter as possible. The chairperson may fill vacancies as they occur on any standing committee.

11.2 Trustees may attend meetings of any committee of the board and may be allowed to take part in any discussion but may not vote.

- 11.3 The chairperson of a committee may make motions and speak to any question during committee meetings without leaving the chair.
- 11.4 The rules applying to regular or special meetings of the board shall be observed in committee of the whole and in standing committees so far as they are applicable and not altered by the provisions of this bylaw.
- 11.5 Motions in committee need not be seconded and members are not limited as to the times of speaking. Speeches in committee of the whole must be strictly relevant to the item or clause under consideration.
- 11.6 Committees of trustees or individual trustees may not exercise the rights, duties and powers of the board. [SA s.65(3)]
- 11.7 On completion of deliberations, a committee shall report its findings to the board and such report cannot be acted upon unless adopted by the board.
12. School District No. 64 Bylaw No. 5, Procedural Bylaw is hereby repealed.
13. This bylaw may be cited as "School District No. 64 (Gulf Islands) Bylaw No. 2, Procedural Bylaw".

Date of First reading: 8th DAY of April 2020.

Date of Second Reading: ____ DAY OF _____ 2020.

Date of third reading and adoption: ____ DAY of _____ 2020.

Board Chairperson

Secretary Treasurer

Original signed December 4, 1996
Revised: June 13, 2018.

Circulated for feedback April 14



**Board of Education
School District No. 64 (Gulf Islands)
2020/2021 Board Meeting and Committee Schedule**

Regular Board Meetings

Public Board Meetings will begin at 1:00 p.m. unless otherwise posted.

September	16	School Board Office
October	14	Saturna School
November	18	Galiano School
January	13	School Board Office
February	10	School Board Office
April	14	Pender School
May	12	Mayne School
June	9	School Board Office

All Day Committee Meetings

9:00 a.m. to 3:30 p.m. unless otherwise posted

October	28	COW	Education	FAF	Policy
February	24	COW	Education	FAF	Policy
April	28	COW	Education	FAF	Policy

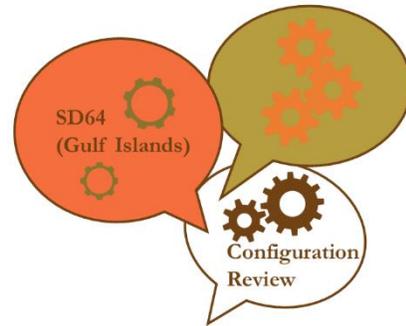
Committee Meetings Scheduled on Board Meeting Day

11:00 a.m. unless otherwise posted

September	16	COW	February	10	Education
October	14	HR	April	14	HR
November	18	HR	May	12	Policy
January	13	FAF	June	9	HR

COW	Committee of the Whole
FAF	Finance, Audit & Facilities Committee
Education	Education Committee
Policy	Policy Committee
HR	Human Resources Committee

To participate in any Board or Committee meetings, please refer to
Policy and Procedure 111 – Representation at Meetings.



Configuration Feedback Review Committee Report to the Board, April 2020

Configuration Review - Timeline of Events

This year, the Board of Education undertook a full review of its program offerings, transportation services and facilities use. The timeline of this process can be summarized as follows:

Phase I - Consultation

- 🍎 October 10, 2018: Board motion to undertake a community-based consultation process to review district configurations that support the best educational outcomes for students in addition to maximizing cost-effective education delivery
- 🍎 April/May 2019: Planning process begins
- 🍎 June to November 2019: Email feedback form on website
- 🍎 October/November 2019: Public community engagement meetings and ThoughtExchange (online feedback platform)

Phase II - Review

- 🍎 December 11, 2019: Board considers feedback summary and passes a motion to create an ad-hoc feedback review committee to review feedback from the configuration review while extending the decision-making timeline to September 2020
- 🍎 February/March 2020: Feedback Review Committee is formed meets to sort and organize consultation feedback
- 🍎 *April 2020: Feedback Review Committee Report

**Note:* Due to COVID-19 response measures and the indefinite suspension of Board Committee meetings, the Feedback Review Committee will submit its report directly to the Board at the May Public Board Meeting, in lieu of the Education Committee.

Phase III - Implementation

- 🍎 September 2020: The Board will consider recommendations from staff. Any resulting changes and/or school closures will be governed by District Policy and the *School Act*.

The Question

In its effort to be unrestrictive in the endeavor to gather broad feedback, the Board posed the following questions to the Gulf Islands School District community: *“What are the ways we could organize learning and District resources to best serve our students?”* Thought and ideas were gathered through email, ThoughtExchange, and public engagement meetings.

Public Engagement Meeting Schedule

A total of seven public engagement meetings were held to provide a forum for community consultation: one meeting on each of Mayne, Galiano, Pender and Saturna Islands, and three meetings on Salt Spring Island. The number and location of meetings aligned with trustee representation. Trustees and senior staff were in attendance to provide clarity and respond to questions.

Pender Island School	October 9, 5:00 pm
Galiano Community School	October 30, 4:30 pm
Saturna Recreation Centre	November 5, 9:30 am
Mayne Island School	November 13, 5:00 pm
Gulf Islands Secondary School	November 6, 6:30 pm
Fernwood Elementary School	November 7, 6:30 pm
Fulford Elementary Community School	November 19, 6: 30 pm

Feedback Review Committee Membership

In accordance with the Terms of Reference that were created by the Education Committee to govern the Feedback Review Committee, the following membership was established:

Board of Education	(3 members)	Janelle Lawson, Chair Tisha Boulter Greg Lucas
DPAC	(1 member)	Adria Kray (alt. Deblekha Guin)
CUPE	(1 member)	Angela Thomas (alt. Cathy George)
GITA	(1 member)	Bryce Woollcombe
GIPVPA	(1 member)	Judy Smith (alt. Michael Berendt)
Student	(1 member)	Claerwen Sladen-Dew
District Admin.	(2 members)	Scott Benwell Jesse Guy

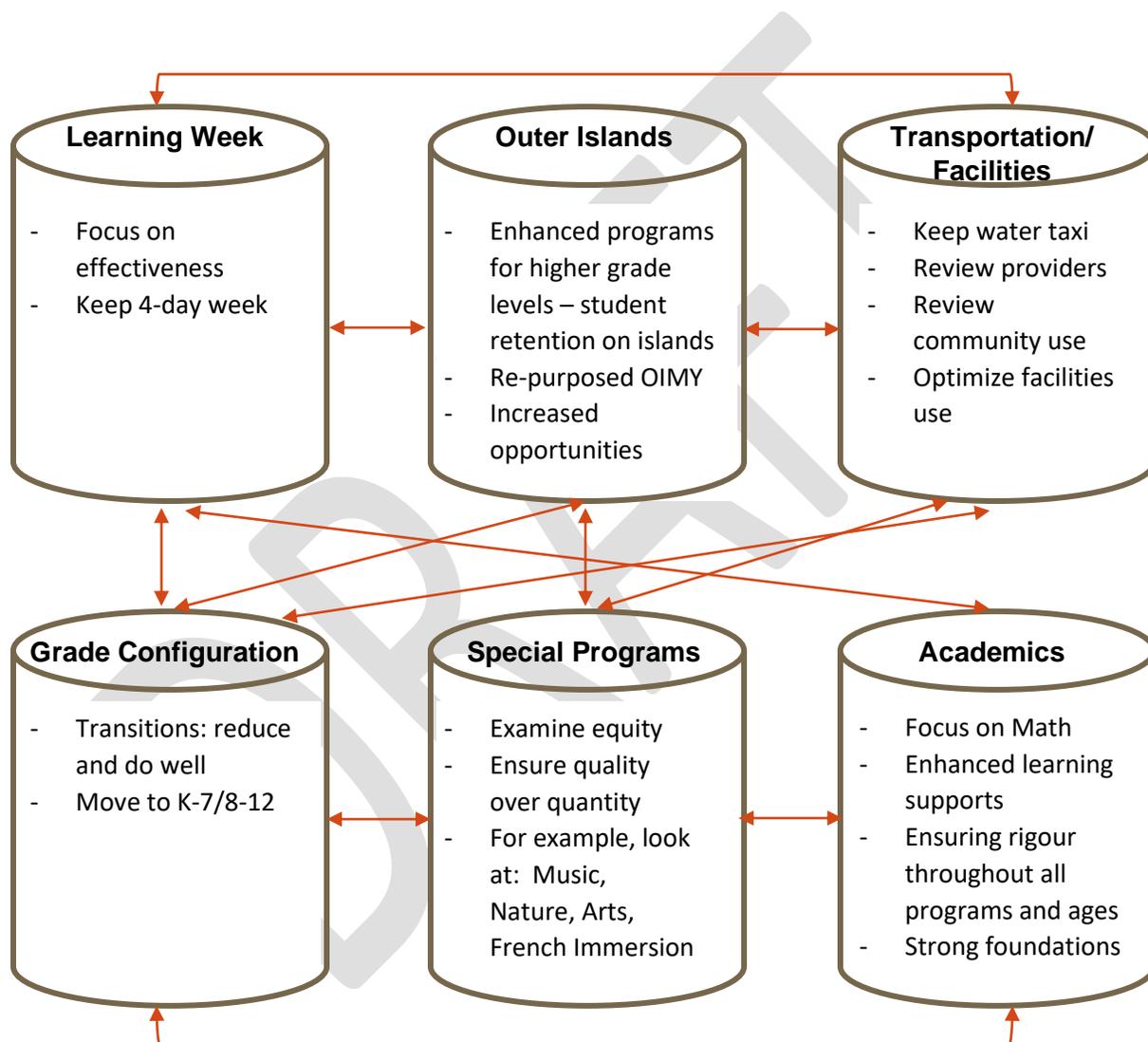
Feedback Review Committee Meetings

The committee met three times:

- February 26, 2020
- March 2, 2020
- March 9, 2020

Work of the Committee

The Feedback Review Committee met on February 26, March 2, and March 9 to review feedback gathered during the District's configuration consultation process. Feedback was coded, key themes were identified, and overall sentiment considered. The committee noted that many of the predominant thoughts were interconnected.



Core Thoughts and Ideas (ThoughtExchange)

We heard from **students** and they were passionate about:

Math support at GISS.
Lots of people struggle during math courses & in the past it was helpful to go to math support to ask for the help you need.

We have come to value the 4-day week.
Students participate in many curricular and extra curricular activities on Fridays with little impact on other courses at GISS.

Prepare kids for any walk of life - not just life on a small island.
The world is competitive and not as compassionate as here. Unless they stay here, they need to be prepared for it.

We heard from **parents/guardians** and they were passionate about:

4-day school week is perfect. It gives students opportunity to work part time, reduces travel time on water-taxi, and it gives students time to be more involved in the community.

Core academic is fundamental. Let's make sure we do the core subjects really well.

I am thankful for the diverse learning opportunities for our students in the public ed system. This creates a level of engagement and excitement that allows our students to celebrate their individual and diverse learning styles.

We heard from **staff** and they were passionate about:

Building connections throughout the entire district more evenly not just SSI focused.

Integrating grade 8 into the high school environment 13-year-old students are ready for the high school experience. Experiencing being a party of an older cohort helps transition into teenage years.

Pender becomes a high school option for Mayne/Galiano/Pender/Saturna. Avoids long water taxi days and more students means more opportunity for program offerings.

Conclusion

Upon thorough review of the feedback received, it was evident that the Gulf Islands education community had many varying and creative thoughts and ideas as to what district configuration could and should look like. Many of these ideas did not relate directly to the concept of configuration; however, their value lies in the insight into expectation, misconception, and perceived insufficiency in service delivery that can be addressed at the classroom, school and district levels.

The Committee wishes to thank everyone who participated in this process and looks forward to the Boards endeavors in the months to come to effect change that will best serve learners in School District 64.

