



Present:	Tisha Boulter	Board Chair
	Chaya Katrensky	Vice-Chair
	Gregory Lucas	Trustee
	Deborah Luporini	Trustee
	Nancy Macdonald	Trustee
	Rob Pingle	Trustee
	Scott Benwell	Acting Superintendent of Schools/ Acting Secretary Treasurer
	Boe Beardsmore	Associate Superintendent
	Lyall Ruehlen	Director of Instruction
	Lori Deacon	Acting Director of Corporate Services
Anna Szul	Executive Assistant	
Guests:	Ian Mitchell	GITA President
	Kate Martinez	DPAC Representative
	Adrien Pendergast	GIPVPA Chair
	Ryan Massey	GISS Principal
	Maggie Allison	Career Development & Community Initiatives
	Shari Hambrook	Career Programs & Youth Work in Trades
Soley Lapp	Student Council Co-President	
Regrets:	Jeannine Georgeson	Trustee
	Angela Thomas	CUPE Representative

1. CALL TO ORDER

The meeting was called to order at 1:00 p.m. by Chair Boulter who wished us all a happy new year in Hul’qumi’num and expressed gratitude that we gather on the traditional territories of the Hul’qumi’num, and SENĆOŦEN speaking peoples – huy tseep q’u.

With the intention of holding a safe, caring, and orderly meeting for all we pledge: To do our best to maintain a respectful and inclusive working environment. We will hold this meeting to the highest standard of civility and appropriate conduct so that we may attend to our business effectively and productively.

2. ADOPTION OF AGENDA

Moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2024 01 10 be adopted as presented.

CARRIED 01/24



Chair Boulter introduced Soley Lapp, the GISS Student Council Co-President, and Lyall Ruehlen, Director of Instruction, to their first public meeting of the Board.

3. **APPROVAL OF MINUTES**

Amended: 7(a) Add Chaya Katrensky as Board representative to Saturna Elementary and SEEC.

Moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2023 11 08 be approved as amended.

CARRIED 02/24

Moved and seconded that the minutes of the Special Board Meeting, Public Session held 2023 11 13 be approved as presented.

CARRIED 03/24

4. **IN-CAMERA SUMMARIES**

The Board of Education adopted the Regular In-Camera Summary for 2023 11 08 by consensus.

5. **BUSINESS ARISING**

6. **CORRESPONDENCE**

7. **DELEGATIONS**

- (a) **BAA Caring Careers Sampler – Ryan Massey, Maggie Allison and Shari Hambrook**
Ryan Massey, Maggie Allison, and Shari Hambrook presented the draft BAA Caring Careers Sampler for Board approval. The district was awarded Ministry funding to develop a Care Economy-focused BAA Course Framework and design a Course Guide to supplement and enhance the BAA Course Framework that will be made available to districts and teachers province-wide. The curriculum design team met daily this fall and held a World Cafe Event to refine, distill, supplement, and organize the learning outcomes and create the Big Ideas, Curricular Competencies, Content, and Elaborations for the course, as per the Ministry of Education and Child Care's BAA Course Framework requirements.

1:30 p.m. Maggie Allison and Shari Hambrook left the meeting.

8. **CHAIRPERSON'S REPORT**

- (a) **Draft Calendar Feedback**
The feedback for the 2025/2026 and 2026/2027 draft calendars was received. The draft calendars will be presented at the February public meeting for consideration of adoption.
- (b) **Lions and Assisted Living Societies request to serve alcohol on School District Property**



Moved and seconded that, in accordance with Policy 3100 Controlled and Intoxicating Substances, the Board approves the Lions and Assisted Living Society's request to serve alcohol during a fundraising cookoff event on February 17, 2024, at the Mayne Island School.

CARRIED 04/24

(c) Trustee annual declaration of commitment to the Code of Conduct

Chair Boulter reminded trustees of their commitment and responsibility to adhere to the Trustee Code of Conduct per Board policy.

(d) Phoenix Elementary School Site Uses

The Board of Education has instructed staff to collect information and present possible uses for the Phoenix Elementary School site at an upcoming meeting.

9. SUPERINTENDENT'S REPORT

(a) Staffing and Enrollment

Scott Benwell extended a warm welcome to Lyall Ruehlen as he assumed the position of Director of Instruction. In turn, Lyall Ruehlen welcomed Marcus Downs to the district, who officially commenced his role as Vice Principal of Mayne Island School on Monday, January 8, 2024. As the Mayne Island School teacherage nears completion, Marcus and his family are set to move in. Lyall Ruehlen informed the Board that senior staff are currently engaged in the SEEC replacement process, with the new appointment expected to commence on February 14, 2024.

(b) Request for an extension on Motion 85/23 carried at the October 10, 2023, public Board meeting

Scott Benwell expressed the challenges in finding an expert to provide a quote on possible improvements to the GISS field.

Moved and seconded that the Board of Education request staff to report back on annual maintenance costs of the GISS playing fields on February 14, 2024.

CARRIED 05/24

(c) BAA Caring Careers Sampler

Scott Benwell recommended that the Board approve the BAA course presented by Ryan Massey, Maggie Allison, and Shari Hambrook. The course framework exceeds all requirements and would be a fabulous signature for SD64 in the province.

Moved and seconded that the Board of Education approves Board/Authority Authorized Course: Care Economy Career Sampler 11.

CARRIED 06/24



(d) School District Completion Rates

Scott Benwell announced a historic milestone as School District No. 64 achieved a remarkable 100% completion rate for the first time in recorded history. This accomplishment reflects the collaborative efforts of educators, administrators, families, and students over the last five years. The impact of this achievement on the socio-economic well-being of the community and its individuals is immeasurable. Notably rare, SD64 stands alongside two districts in the province among 60 to achieve such outstanding results.

10. SECRETARY TREASURER'S REPORT

(a) Monthly Financial Report

Lori Deacon presented the monthly operating expense report indicating that expenses are currently within budget.

2:14 p.m. Kate Martinez (DPAC Representative) left the meeting.

(b) BMO Signing Authority

Lori Deacon shared an updated letter and appendixes for the Bank of Montreal, including Jill Jensen as signing authority, effective February 1, 2024.

Moved and seconded that, effective February 1, 2024, the Board of Education approves the changes to the signing authority for the Educational Trust Fund Account as presented in Appendix 'A', and that, effective February 1, 2024, the Board of Education approves the changes to the signing authority for the Operating Bank Account as presented in Appendix 'B'.

There was a discussion about Procedure 105 and the adherence to the policy regarding signing authority.

Moved and seconded that Appendix 'A' and 'B' be amended to remove Trustee Pingle as an alternate signing authority.

CARRIED 07/24

Moved and seconded that, effective February 1, 2024, the Board of Education approves the changes to the signing authority for the Educational Trust Fund Account as amended in Appendix 'A', and that, effective February 1, 2024, the Board of Education approves the changes to the signing authority for the Operating Bank Account as amended in Appendix 'B'.

CARRIED 08/24



(c) **Executive Compensation Disclosure**

Annual disclosure of the top five salaries in the district. A link to the annual report is available on the finance page of the district website.

(d) **Schools Food Infrastructure Program Proposal**

Scott Benwell recommended that the Board of Education approve the proposal for funding to improve infrastructure in support of the Feeding Futures Program, including GISS Kitchen renovation, Galiano kitchen renovation, and appliance replacement at 64GO, GISS, Pender, and Salt Spring Elementary.

Moved and seconded that the Board of Education approves the Schools Food Infrastructure Program Proposal 2023/2024 as presented.

CARRIED 09/24

2:33 p.m. Ryan Massey and Soley Lapp left the meeting.

11. **COMMITTEE REPORTS**

(a) **Committee of the Whole** – no report

(b) **Education Committee** – no report

(c) **Finance, Audit, and Facilities Committee**

Committee Chair Lucas gave a summary of the draft amended budget presented earlier in the day. The 2023/2024 Amended Annual Budget will be presented for adoption at the February 14, 2024 public meeting of the Board.

(d) **Policy Committee**

The Board received Policy Committee 2023 11 08 and 2023 12 13 summaries.

i. **Bylaw #2 Board Procedures**

The Board considered draft revisions of the Procedural Bylaw as part of its policy renovation.

Moved and seconded that Bylaw #2 Board Procedures receive 1st reading and be circulated for feedback.

CARRIED 10/24

Second and third readings may be considered at the February 14 public meeting.

ii. **Animals in Schools**



A Notice of Motion to circulate Policy and Procedure 3800 Animals in the Classroom for consideration of repeal was presented at the November 11 public meeting. Trustee Pingle shared feedback received.

Moved and seconded that Policy and Procedure 3800 Animals in the Classroom be repealed in favour of Administrative Practices

CARRIED 11/24

The three Administrative Practices related to Animals in Schools will be posted on the district website.

iii. Policy 1.30 Trustee Code of Conduct

Notice of Motion: That the Board adopts Policy 1.30 Trustee Code of Conduct

iv. Policy 1.31 Addressing Breaches of the Code of Conduct

Notice of Motion: That the Board adopts Policy 1.31 Addressing Breaches of the Code of Conduct

v. Policy 1.32 Trustee Conflict of Interest

Notice of Motion: That the Board adopts Policy 1.32 Trustee Conflict of Interest

Draft policies 1.30, 1.31, and 1.32 will be circulated for feedback and considered for adoption at the February 14, 2024, meeting of the Board in public.

12. **TRUSTEES' REPORTS**

Trustee Macdonald had her first meeting with the Salt Spring Elementary School PAC. 100% of grade 7 students met or exceeded their literacy results in the FSA.

Trustee Lucas expressed enthusiasm as he shared that a friend of his is currently evaluating the EA package and intends to submit an application for the essential position.

Trustee Luporini spent time with Principal Pendergast at the beginning of December; the students at Mayne Island School had just completed a school-wide writing initiative, aligning with their academic objectives. The November 2023 issue of the MayneLiner showcased the teacherage project on its cover. Furthermore, the November/December edition of Teacher Magazine highlighted two teachers from Mayne Island on the cover, accompanied by an excellent article.

Trustee Pingle briefly attended BCSTA Trustee Academy. The BCSTA not only prioritizes Truth and Reconciliation but also translates its commitment into tangible actions. Their proactive approach encourages progress, and whenever Trustee Pingle participates in these meetings, it seems like we are ahead of the curve.



Vice Chair Katrensky conveyed that Saturna students are making remarkable strides in their literacy skills, to the extent that the school is considering shifting their emphasis to math. The Christmas concert tradition, interrupted by COVID-19, made a heartwarming comeback this year with 80 attendees from Saturna's population of 450, marking a beautiful revival of a cherished tradition.

13. OTHER BUSINESS

14. QUESTION PERIOD

15. NEXT MEETING DATES

- (a) Regular Board Meeting – February 14, 2024
- (b) Policy Committee Meeting – February 21, 2024

16. ADJOURNMENT

Moved to adjourn at 3:20 p.m.

CARRIED 12/24

Date: _____

Chairperson

Certified Correct:

Acting Secretary Treasurer