

REGULAR BOARD MEETING, PUBLIC SESSION Board of Education, School District No. 64 (Gulf Islands) GALIANO COMMUNITY SCHOOL 2019 04 10 at 1:00 pm

AGENDA

1. ADOPTION OF AGENDA

2. APPROVAL OF MINUTES

(a) Minutes of the Regular Meeting, Public Session held 2019 03 13 (attachment)

3. <u>IN-CAMERA SUMMARY</u>

(a) Summary of In-camera meeting held 2019 03 13 (attachment)

4. BUSINESS ARISING

5. CORRESPONDENCE

- (a) Outgoing correspondence- Letter to Mayne Island Housing Society (attachment)
- (b) Response Mayne Island Housing Society (attachment)

6. <u>DELEGATIONS</u>

(a) Galiano Community School Learning Celebration

7. CHAIRPERSON REPORT

(a) Request to Serve Alcohol – SGI Green Party (attachment)

Motion: In accordance with Policy 3100 Controlled and Intoxicating Substances, the Board approves the Saanich Gulf Islands Green Party request to serve alcohol at its celebratory function on June 8, 2019 at Gulf Islands Secondary School.

(b) BCSTA AGM Motions

8. SUPERINTENDENT OF SCHOOLS REPORT

- (a) Learning in School District No. 64
- (b) Staffing and Enrolment
- (c) Windsor House Update (attachment)

9. SECRETARY TREASURER REPORT

- (a) Monthly Expenditures Report
- (b) BMO Mastercard Limit and Direct Electronic Fund Transfer Increases

REGULAR BOARD MEETING, PUBLIC SESSION AGENDA Board of Education, School District No. 64 (Gulf Islands) GALIANO COMMUNITY SCHOOL 2019 04 10

Motion: That the Board approves the increase to the district BMO Mastercard limit from \$250,000 to \$300,000 and the DEFT from the general operating bank account from \$750,000 to \$850,000.

10. COMMITTEE REPORTS

Policy committee

Notice to motion to extend

11. TRUSTEE SCHOOL REPORTS

How are you preparing students and staff for successful transitions for next year?

- > Fernwood Elementary School
- Fulford Community Elementary School
- > Galiano Community School
- ➤ Gulf Islands Secondary School
- Mayne Island Elementary/Jr. Secondary School
- Pender Islands Elementary Secondary School
- > Phoenix Elementary School
- Saltspring Island Middle School
- > Salt Spring Elementary School
- > Saturna Elementary School/SEEC
- **➢** Windsor House School

12. OTHER BUSINESS

13. QUESTION PERIOD

14. NEXT MEETING DATES

- (a) Regular Board Meeting May 8, 2019 at Saturna Elementary Secondary School
- (b) Committee Day April 24, 2019 at the School Board Office

15. ADJOURNMENT

WINDSOR HOUSE CLOSURE CONSULTATION



Present: Rob Pingle Chairperson

Shelley Lawson Vice Chairperson

Tisha Boulter Trustee
Stefanie Denz Trustee
Janelle Lawson Trustee
Greg Lucas Trustee
Chaya Katrensky Trustee

Scott Benwell Superintendent of Schools Rod Scotvold Outgoing Secretary Treasurer

Cindy Rodgers Manager of Finance

Linda Underwood Acting Assistant Superintendent

Doug Livingston Director of Instruction, Learning Services

Jesse Guy Incoming Secretary Treasurer

Lori Deacon Executive Assistant

Larry Melious CUPE President
Dan Sparanese Pender School Principal
Mark Kitteringham Driftwood Representative
Sarah Rae DPAC Representative

Sarah Rae DPAC Representative
David Nickloli BC Gambling Program

Ian Elliott Pender Island Fire Department Anna Herlitz Pender Island Fire Department

Regrets: Deb Nostdal GITA President

The meeting was called to order at 1:12 p.m. by Chair Pingle. Trustee Lucas acknowledged that this meeting is taking place on the traditional territory of the Coast Salish people – huy ch q'u.

1. ADOPTION OF AGENDA

Additions to the agenda:

8 (d) Windsor House

Moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2019 03 13 be adopted as amended.

CARRIED 27/19

2. APPROVAL OF MINUTES

Moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2018 02 27 be approved as presented.

CARRIED 28/19

4. <u>BUSINESS ARISING</u>

5. CORRESPONDENCE



6. **DELEGATIONS**

(a) B.C. Responsible and Problem Gambling Program – David Nickoli

David Nickoli presented on the associated risks of gambling affecting youth of an increasingly younger age. He encouraged the Board to engage the BC Responsible and Problem Gambling program to support awareness and resilience for students. The program provides resources for staff, parent and other partner groups as well as K to 12 curriculum in the areas of health and wellness and risk behaviours.

(b) Southern Gulf Islands Fire and Rescue Cadet Camp – Ian Elliott and Anna Herlitz

Ian Elliott and Anna Herlitz presented on the Fire and Rescue Cadet Camp offered to Gulf Islands students, ages 15 to 18. The program runs every other year and has been extremely successful and well-received. The week of intense training provides hands-on learning, in a controlled and safe environment, for students who may be interested in a career in emergency services.

The Board was presented with a certificate of recognition for its on-going support. Trustees were invited to attend the final day of this year's camp on March 23rd.

(c) Pender Islands Elementary Secondary School Learning Celebration

Principal Dan Sparanese presented on the Pender Islands Elementary Secondary School Plan. He highlighted the work being done to address foundational skills and concerns around student writing. He invited the Board to visit the science fair happening in the building to witness school learning in action.

7. CHAIRPERSON'S REPORT

(a) 2019-2020 Draft Calendar – Feedback and Amendments

The Board considered feedback regarding the draft calendar. An amendment was made to correctly identify Family day on February 17, 2020, and to change the February ProD day to the 28th.

Moved and seconded that the Board adopts 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.

CARRIED 29/19

The calendar will be submitted to the Ministry prior to the March 31, 2019 deadline.

(b) Request to Serve Alcohol – Salt Spring United Football Club

Moved and seconded that, in accordance with Policy 3100 Controlled and Intoxicating Substances, the Board approves the Salt Spring United Football Club request to serve alcohol at its annual Challenge Cup Soccer Tournament May 18 and 19, 2019 at Gulf Islands Secondary School.

CARRIED 30/19

(c) Request to Serve Alcohol – Mayne Island Assisted Living Society/Tree Frog Gallery

Moved and seconded that, in accordance with Policy 3100 Controlled and Intoxicating Substances, the Board approves the Mayne Island Assisted Living Society and Tree Frog Gallery request to serve alcohol at its fashion show fundraiser November 2, 2019 at Mayne Island Elementary Jr. Secondary School.

CARRIED 31/19



(d) Trustee Activities

Board Pingle reported on the recent activities of trustees, including attendance at Provincial Council meetings, BCSTA AGM, Vancouver Island School Trustees Association Chapter meeting, and BCSTA Leadership sessions.

8. CHIEF EXECUTIVE OFFICER'S REPORT

(a) Staffing and Enrolment

Assistant Superintendent Linda Underwood reported that schools have provided enrolment projections for next year and that the staffing process is underway. District enrolment remains stable.

(b) GISS Field Trip – Canadian Improve Games, Ottawa

Superintendent Scott Benwell expressed his support for the planned field trip for GISS students to attend this year's Canadian Improve Games. He stated that the application is complete and well-organized.

Moved and seconded that the Board approves the Gulf Islands Secondary School field trip to Ottawa, Ontario, with six students grades eleven and twelve, on March 28 to April 5, 2019.

CARRIED 32/19

(c) GISS Cultural Field Trip – Italy and Greece

Superintendent Scott Benwell expressed his support for the GISS cultural field trip to Italy and Greece planned for Spring Break 2020.

Moved and seconded that the Board approves the cultural field trip to Italy and Greece, with eighteen Gulf Islands Secondary School students, grades nine to twelve, planned for March 12 to 29, 2020.

CARRIED 33/19

(c) Windsor House

Dr. Benwell recommended that, due to the financial challenges of supporting and supervising Windsor House in the Metro Vancouver area, the Board gives Notice of Motion to close the school at the end of the 2018/2019 school year.

Concurrently, Dr. Benwell stated that he was in receipt of Meghan Carrico's letter of resignation.

Moved and seconded that, due to ongoing financial challenges of supporting and supervising Windsor House in the Metro Vancouver area, the Board of Education for School District No. 64 gives Notice of Motion to close the school at the end of the 2018/2019 school year.

CARRIED 34/19

Moved and seconded that the Board of Education accepts the resignation of Windsor House Principal, Meghan Carrico, effective July 31, 2019.

CARRIED 35/19

Dr. Benwell explained that the Board will begin the 60-day consultation process as outlined in Board Policy and Procedure 635 Permanent School Closure.



9. CORPORATE FINANCIAL OFFICER'S REPORT

(a) Monthly Expenditure Report

Rod Scotvold shared the monthly expenditure report, noting that the district is still on track to recover from the deficit of the previous year and, balance at the end of the current year.

(a) 2019/2020 Capital Plan Response Letter and Agreement

Rod Scotvold presented the 2019/2020 Capital Plan for \$722,925 in funding for School Enhancement Program upgrades to Fernwood Elementary School. Mr. Scotvold explained the work will need to be completed by September 1, 2019 when school is back in session.

It was moved and seconded that there is unanimous approval to read 2019/2020 Capital Bylaw CPSD64-01 in one sitting.

CARRIED 36/19

Rod Scotvold read Capital Plan Bylaw No. 2019/2020 CPSD64-01 pursuant to the School Act.

 $Moved \ and \ seconded \ that \ the \ Capital \ Plan \ Bylaw \ No. \ 2019/2020-CPSD64-01 \ be \ read \ a \ first \ time \ and \ passed.$

CARRIED 37/19

Moved and seconded that the Capital Plan Bylaw No. 2019/2020 – CPSD64-01 Bylaw be read a second time and passed.

CARRIED 38/19

Moved and seconded that the Capital Plan Bylaw No. 2019/2020 – CPSD64-01 Bylaw be read a third time, passed, and adopted.

CARRIED 39/19

10. COMMITTEE REPORTS

(a) Committee of the Whole

Moved by consensus that the Committee of the Whole summary 2019 01 30 be received.

CARRIED 40/19

(b) Education Committee

Moved by consensus that the Education Committee summary 2019 01 30 be received.

CARRIED 41/19

(c) Finance, Audit and Facilities Committee

Moved by consensus that the Finance, Audit and Facilities Committee summary 2019 01 30 be received.

CARRIED 42/19

(d) Policy Committee (attachment)

Moved by consensus that the Policy Committee summary 2019 01 30 be received.

CARRIED 43/19

The Policy Committee brought forward recommendations for amendments to several policies and procedures to be considered by the Board and circulated to partner groups for feedback.



Draft amendments were considered to Policy and Procedure 212 Violence and Harassment-free District to address feedback received requesting that gender-biased language be removed. Further amendments were considered to remove redundant references to legislation.

Moved and seconded that Policy and Procedure 212 be amended to include gender neutral language and to remove redundant references to legislation, and that draft amendments be circulated for feedback.

CARRIED 44/19

Draft amendments were considered to Policy 215 Diversity to be more inclusive and use gender neutral language.

Moved and seconded that Policy 215 Diversity be amended to include gender neutral language and that draft amendments be circulated for feedback.

CARRIED 45/19

Draft amendments were considered to Policy and Procedure 410 Student Transportation to include process for inclement weather and to include the word student in referencing the water taxi.

Moved and seconded that Policy and Procedure 410 Student Transportation be amended to include inclement weather procedures in the event of student water taxi cancellations and to include the word student in referencing the water taxi, and that draft amendments be circulated for feedback.

CARRIED 46/19

Draft amendments were considered to Procedure 120: Board Committees to reflect three trustees per committee and to update the Other Liaison and Representative Committees list.

Moved and seconded that Procedure 120: Board Committees be amended to reflect three trustees per committee and the update the Other Liaison and Representative Committees list, and that draft amendments be circulated for feedback.

CARRIED 47/19

11. TRUSTEES' SCHOOL REPORTS

Trustee School Reports were received. Topic: Where are you headed with your school planning in anticipation for the upcoming school year (2019/2020)?

Galiano Community School

Staff have been focused on transitions for all learners, including those entering school, learners transitioning between grades and those moving on to SIMS or GISS. We are working closely with our Strong Start Coordinator to plan an upcoming Ready Set Learn event that helps to prepare students and families for school. In classrooms, we continue to collect rich evidence for developing individual learning profiles. For those students moving on we continue to participate in regular transition activities focused on building relationships including evidence of learning that creates profiles crucial to success in other buildings.

At the school level we continue to review our systemic practices for next year as we consider enrollment projections, staffing and configurations. Additionally, we continue to review our school plans for professional learning with a focus on the Zones of Regulation. Staff will work together to determine how this approach can be extended next year for continued growth.



Gulf Islands Secondary School

Promoting scholarship applications for Grade 12 students are a big focus right now, as well as tracking any missing Grad requirements for individual students.

In terms of planning for next year, course selections for the 9,10,11 and current Grade 8's is also a primary focus, including lots of explanations on the choices, semester system for the incoming students and Grad requirements etc.

Lots of preparations with incoming Grade 9 students up from Grade 8. Administrators visit SIMS and Phoenix as well as the other southern gulf Islands to communicate with teachers and Admin, the needs of current Grade 8's. GISS hosts 'shadow days' for these students. Special attention is given by the GISS counsellors to those students who are currently not meeting expectations. "Know our learners" motto.

Mayne Elementary/Jr. Secondary School

The focus over the next few months will be in ensuring smooth transitions for students heading off to GISS as well as our Strong Start students who will be starting Kindergarten in September. Recently, our Grade 8 students who will be attending, spent a day at GISS, starting off with a water taxi ride and then shadowing an older student to get a glimpse into a typical day at high school as well as orient themselves with staff and the campus.

Our Strong Start students who will be entering Kindergarten are looking forward to the Ready, Set, Learn and Welcome to Kindergarten events. Our Strong Start facilitator is also working with our teaching staff to incorporate language and routines into her program to help our young learners become familiar with some processes that they can expect in September.

Within the classrooms, detailed learning profiles continue to be developed to help students easily move into a new grade as well as support our teachers to move forward without valuable teaching time lost in the first few weeks of the new school year.

Saltspring Island Middle School

At this point SIMS has a clear sense of numbers of intent to attend the district programs (MYSEEC and French Immersion) which allows for the early planning steps for next years classes.

The focus now is transitions for Grade 5's coming in next year - communicating with Grade 5 teachers about their students moving up to SIMS, hosting a bridging day with Grade 5's (utilizing the current bus routes to get students to/from SIMS), individual student visits, and Administration from SIMS spending an afternoon in each Grade 5 classroom.

Looking at assessments of current Grade 6/7's to inform planning for next year's classes and adjusting school plan.

Principal Taylor is working with GISS school-based Team administration. to give information about outgoing Grade 8's to aid the placement of students entering Grade 9 next year.

Saturna Elementary School/SEEC

There are several different aspects of planning in the works for the upcoming 2019/20 school year on Saturna. The administration is working to sync overall school processes with Pender School. These processes include emergency drill procedures, office organization and student filling systems. There is also a focus on weekly configuration to plan for the best utilization of the space available to support our three educational groups, Strong Start, Elementary and SEEC. Bus scheduling, gym times at the Rec Centre and Strong Start days & times all come into play here. Our educational team is working collaboratively to create the optimal schedule.



There is also planning happening specific to each educational group. Last Thursday, March 7th, we had a SEEC advisory meeting. This meeting highlighted the several strengths and unique learning opportunities that the program offers. It was also a chance to share and discuss the challenges and threats that SEEC faces. Number one right now is recruitment. We currently have 7 students enrolled this year and would like to see the program thriving again with 12 students. Although this may not be feasible for next year, recruitment is a main focus for next year's planning. Along with recruitment comes the challenge of meeting the enrolled student's educational needs in a thoughtful and effective manner. This appears to be a cart before the horse situation as the students need to be registered so that individual planning of course credits can be determined. There is also a renewed interest in revitalizing the mentorship program, this comes with its own set of challenges. With collaborative work the mentorship program can provide new and unique learning initiatives for individual students. Another part of planning for SEEC is the interaction between the SEEC and elementary students. Group field trips, buddy systems and intergraded teaching/learning opportunities will create an environment where all student can benefit.

In the Elementary class it has been identified this year that social & emotional learning along with numeracy & literacy will continue to be the focus next year. While a weekly schedule has been established, there is an emphasis on differentiated instruction to suit both the needs of the group and the individual within a multiage classroom. This year staffing needs have been identified and planning for next year's anticipated needs will include the continued support of the lunch time supervisor as well as a focus on stability and consistency in the EA needs for students.

Lastly, there is succession planning occurring for our Strong Start students. We are looking forward to a new addition to the Saturna team as our wonderful Barb Ropars in retiring. Currently, we have a potential candidate who has been hired on a sub-casual basis with the district and is learning the ropes as they go.

12. OTHER BUSINESS

13. QUESTION PERIOD

14. NEXT MEETING DATES

(a) Committee Day – April 24, 2019 at the School Board Office

It was moved and seconded that the meeting be adjourned at 3:15 p.m.

(b) Regular Board Meeting – April 10, 2019 at Galiano Community School

15. ADJOURNMENT

Certified Correct:

		CARRIED 48/19
Data		
Date: _	Chairperson	

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 at Pender Islands Elementary Secondary School 2019 03 13

Present: Rob Pingle Board Chair

Shelley Lawson Vice-chair
Tisha Boulter Trustee
Stefanie Denz Trustee
Janelle Lawson Trustee
Gregory Lucas Trustee
Chaya Katrensky Trustee

Scott Benwell Superintendent of Schools
Rod Scotvold Outgoing Secretary Treasurer
Jesse Guy Incoming Secretary Treasurer

Doug Livingston Director of Instruction, Learning Services

Linda Underwood Assistant Superintendent Lori Deacon Executive Assistant

The meeting was called to order at 8:33 a.m.

The agenda for the Regular Board meeting, In-Camera session held 2019 03 13 was adopted as amended.

The minutes of the Regular Board meeting, In-Camera session held 2019 01 16 were approved as presented.

The minutes of the Special Board meeting, In-Camera session held 2019 01 30 be approved as presented.

Items:

- 1. Correspondence
- 2. Windsor House
- 3. Exempt Salaries
- 4. Staffing
- 5. Bargaining Update
- 6. Funding Model Review

The meeting adjourned at 12:11 p.m.



SCHOOL DISTRICT 64 (GULF ISLANDS)

112 RAINBOW ROAD, SALT SPRING ISLAND, B.C. V8K 2K3 (250) 537-5548 FAX (250) 537-4200

March 26, 2019

Deborah Goldman, President Mayne Island Housing Society mihousingsociety@gmail.com

Dear Ms. Goldman:

RE: Affordable Housing Initiative on Mayne Island

At our March 13, 2019 in-camera Board Meeting, the Board of Education passed a motion affirming that, at this time, it is not in a position to dispose of land for any purpose. If, at a future date, the Board determines that it has land deemed surplus to educational needs, it will inform the public.

Discussion took place in-camera as your request pertains to disposing of land assets. It remains the mandate of the Board of Education to ensure that the long-term needs of education are met in each of our communities, and as such, we are unable to satisfy your request at this time. Please be advised that we reviewed your request at length, before coming to this decision.

As a Board, we support the creation of affordable housing in our school district and appreciate the creative ways that organizations are approaching the issue. We will continue to look for opportunities to support this initiative; however, we are unable to provide the land you have requested.

Thank you for engaging with the Board and having us take a close look at how we can play an expanded roll in the community. We wish you well in your continued efforts.

Yours truly,

Rob Pingle Board Chair

Cc. All trustees

Scott Benwell, Superintendent Jesse Guy, Secretary Treasurer

Adam Olsen, MLA Saanich North and the Islands

David Howe, CRD SGI Director

Elizabeth May, MP

Mayne Island Housing Society Mihousingsociety@gmail.com

April 4, 2019

Rob Pringle, Board Chair SD 64 Ideacon@sd64.org

Dear Mr. Pringle

On behalf of the Mayne Island Housing Society, I would like to thank you and the trustees of SD 64 for your consideration of the Housing Society's request for the use of Ministry of Education land to develop affordable housing on Mayne Island. And as you recognized in your letter, affordable housing is a great need on our Southern Gulf Islands.

We note for our mutual understanding that each island in the Southern Gulf Islands different and unique. Mayne has a population similar to Galiano with 50% of the land mass, and no large unoccupied tracts of land. In contrast, other islands do have large lands held by community agencies, or public bodies, and some of those entities have provided land to housing societies on their island for the development of affordable housing.

The Mayne Island Housing Society is in the position of advocating to both private and public entities for the donation of suitable pieces of land in order to make any housing development viable. As such we are looking for every possible opportunity.

Again, we thank you for your consideration of our request and look forward to engaging with you in the future, should there be an opportunity.

Yours truly

DGoldman

Deborah Goldman, President Mayne Island Housing Society

cc. Adam Olsen, MLA Saanich North and the Islands David Howe, CRD SGI Director Elizabeth May, MP

SGI Greens



Board of Education, School District No. 64 (Gulf Islands) 112 Rainbow Road, Salt Spring, B.C. V8K 2K3

April 3, 2019

Dear Board members,

In keeping with your policy 3100: Controlled and Intoxicating Substances, we would like to apply for permission to serve alcohol at a non-school-sponsored event to be held on school property.

The event is the celebration of Elizabeth May's birthday to be held on June 8 2019 from 1pm to 4pm.in the multi-purpose room of Gulf Islands Secondary School.

We would like to serve wine and beer to accompany snacks, desserts and birthday cake.

We would set up one station under the direct supervision of servers with Serve It Right certificate. We will obtain a special events liquor licence and serve wine and beer purchased from the government liquor store only. We expect about 150 people to attend the celebration, and we anticipate that about half will purchase liquor.

The sales would take place only from 1:00pm to 4:00 pm. And due to the limited time and large number of attendees, it is unlikely that patrons would be able to buy more than one drink. We will also have a special events liability insurance based on sales of alcohol.

We will have monitors at all doors of the multi purpose room and no alcohol will be consumed elsewhere on the GISS property.

Thank you for considering our request,

Michael Strumberger

CEO.

Saanich Gulf Islands Green Party Electoral Association.

School District #64 (Gulf Islands)

Public Meeting - Windsor House April 4, 2019



Background

- Windsor House has been with SD64 (Gulf Islands) for 8 years since SD44 (North Vancouver) discontinued support
- Windsor House and Gulf Islands have faced challenges together such as transportation, facilities, professional development and remote supports and supervision
- SD64 (Gulf Islands) is in and is projecting a deficit position in relation to Windsor House operations and supervision
- Significant effort with SD39 (Vancouver) has been made over the last two years about space and responsibility; however, they have informed us that they are not in a position to accept responsibility for Windsor House
- Resignation of the principal in March 2019

Rationale for Notice of Motion

- Support for Learning SD 64 (Gulf Islands) Board of Education and staff are unable to properly and equitably support and supervise a school in Metro Vancouver
- Human Resources Remote supports and supervision as per district responsibilities are costly and untenable
- Operational Budget Shortfalls Not addressed through facility and transportation solutions

SD64 (Gulf Islands) is responsible for resourcing schools equitably within our geographic jurisdiction.

Process – Policy and School Act

- SD64 (Gulf Islands) Permanent School Closure Policy initiated by Notice of Motion on March 13, 2019
- Email account for response gathering
- April 4, 2019 public meeting
- Open to other jurisdictional options and transfers
- Special Meeting of the Board of Education to be held on May 13, 2019

Feedback for SD64 to Consider

- Concern and expectation about next year and beyond
- Windsor House is as an inclusive family
- Students and families value the style of learning available at Windsor House
- Without Windsor House, many families and students would experience anxiety about their educational options
- Timing of motion registration in other programs
- Intergenerational offers of assistance to find a long-term solution
- Appreciation for 8 year relationship between Gulf Islands and Windsor House

Final Motion/Decision of the Board

- May 13, 2019 Special Public Board Meeting
- Held at SD64 (Gulf Islands) Board Room
- Consideration of:
 - Email feedback
 - April 4, 2019 meeting feedback
 - Other jurisdictional options that become available

SD64 (Gulf Islands) will work to ensure effective transitions if closure is approved

Further Feedback and Questions

Thank you

