



REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
Virtual Meeting (ZOOM)
2022 02 09 at 1:00 p.m.

AGENDA

1. **ADOPTION OF AGENDA**
2. **APPROVAL OF MINUTES**
 - (a) Minutes of the Regular Meeting, Public Session held 2022 01 10 (attachment)
3. **IN-CAMERA SUMMARY**
 - (a) Summary of In-Camera meeting held 2022 01 10 (attachment)
4. **BUSINESS ARISING**
5. **CORRESPONDENCE**
6. **DELEGATIONS**
7. **CHAIRPERSON'S REPORT**
 - (a) Three-Year Calendar Adoption (attachment)
Motion: *The Board of Education adopt the local three-year school calendar for the 2022/23 to 2024/25 school years.*
 - (b) Vaccine Policy
 - (c) BCPSEA AGM
8. **CHIEF EXECUTIVE OFFICER'S REPORT**
 - (a) Projected Enrolment 2022/2023
 - (b) GISS Principal Posting
 - (c) Rapid Antigen At-Home Tests (attachment)
 - (d) EPIC School Plans
 - (e) Water Taxi Incident
 - (f) Staffing
9. **CORPORATE FINANCIAL OFFICER'S REPORT**
 - (a) Financial Report
 - (b) 2021/2022 Amended Annual Budget Bylaw (3 Readings) (attachments)
 - (c) Long-Term Parking Near GISS
 - (d) Drake Road Housing
 - (e) Pender Transportation
10. **COMMITTEE REPORTS**
 - (a) Education Committee
 - (b) FAF Committee - 2022 01 10 Summary (attachment)
 - (c) Policy Committee - 2022 01 10 Summary (attachment)

11. **TRUSTEE'S SCHOOL REPORTS**

How has the transition resulting from reconfiguration gone at your school? (Goal 2: Integrate Sustainability. Objective 231: Ensure the continuation of a healthy and stable financial environment.)

12. **OTHER BUSINESS**

13. **QUESTION PERIOD**

14. **NEXT MEETING DATES**

- (a) Committee Day – February 23, 2022
- (b) Regular Board Meeting – April 13, 2022

15. **ADJOURNMENT**



MINUTES OF THE REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
ZOOM Virtual Meeting
2022 01 12

Present:

Tisha Boulter
Chaya Katrensky
Stefanie Denz
Janelle Lawson
Shelley Lawson
Greg Lucas
Rob Pingle

Chairperson
Vice Chairperson
Trustee
Trustee
Trustee
Trustee
Trustee

Scott Benwell
Jesse Guy
D'Arcy Deacon
Boe Beardsmore
Lori Deacon

Superintendent of Schools
Secretary Treasurer
Director of Instruction, Human Resources
Director of Instruction, Learning Services
Executive Assistant

Ian Mitchell
Angela Thomas
Shelly Johnson
Lyll Ruehlen
Adria Kray
Emelie Peacock

GITA President
CUPE President
GIPVPA Representative
GIPVPA Representative
DPAC Representative
Driftwood Representative

Regrets:

The meeting was called to order at 1:00 p.m. by Chair Boulter. Rob Pingle acknowledged that this meeting is taking place on the traditional territories of the Coast Salish peoples and celebrated the North Cowichan First Nations for reclaiming their right to education jurisdiction - Huy tseep q'u.

1. ADOPTION OF AGENDA

No additions

Moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2022 01 12 be adopted as presented.

CARRIED 01/22

2. APPROVAL OF MINUTES

Moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2021 11 10 be approved as presented.

CARRIED 02/22

3. IN-CAMERA SUMMARY

Moved and seconded that the Board of Education adopt the Regular In-Camera Summary of 2021 11 10 as presented.

CARRIED 03/22

Moved and seconded that the Board of Education adopt the Special In-Camera Summary of 2021 11 29 as presented.

CARRIED 04/22



MINUTES OF THE REGULAR BOARD MEETING, PUBLIC SESSION
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Moved and seconded that the Board of Education adopt the Special In-Camera Summary of 2021 12 15 as presented.

CARRIED 05/22

4. **BUSINESS ARISING**

5. **CORRESPONDENCE**

6. **DELEGATIONS**

7. **CHAIRPERSON'S REPORT**

(a) **Draft 3 Year Calendar Feedback**

Feedback was received regarding the draft 3-year calendar for the 2022/23 to 2024/25 school years. The Board will be considering adoption of the 3-year calendar at its February public meeting.

(b) **Vaccine Policy**

The Board will continue to gather information before considering a decision whether or not to adopt a vaccine policy.

(c) **District Communications Plan**

A district communications strategy was received by the board. Enhanced communications tactics already implemented have been well received by partner groups. The plan is a fluid document and can be modified to meet changing needs of the district.

(d) **Trustee Professional Development**

As events continue to move to on-line, savings may be used to plan professional development opportunities for trustees and invest in specific areas of trustee interest such as restorative justice.

8. **SUPERINTENDENT'S REPORT**

(a) **2020/2021 Six Year Completion Rates**

Scott Benwell shared the 2020/2021 six-year completion rates that continue to show improvements in SD64 graduation rates for all resident students (89.6%) and specifically for Indigenous students (90.1%). The district remains oriented towards continuous improvement of student success through actioning its Framework for Enhancing Student Learning.

(b) **FESL Self-Assessment**

The Board has been chosen, as requested, to participate in a self and peer assessment process of its Framework for Enhancing Student Learning.

Moved and seconded that the Board's Framework for Enhancing Student Learning Self-Assessment be referred to the Education Committee.

CARRIED 06/22

(c) **Bargaining**

The district has commenced bargaining with the local teachers' union. Parties have met once to date. An agenda is in place for the next scheduled meeting.



(d) COVID-19 and Functional School Closures

The January return to school was delayed a week to provide additional time to assess the impact of the Omicron variant in community and allow staff to plan for continuity of learning. Measures are in place to maximize use of space, reduce in-person gatherings, and emphasize existing measure such as proper fit and wearing of masks, hand hygiene, and staying home when sick.

Three types of potential closures have been identified:

1. Functional: school closed due to lack of sufficient staff as determined by the Superintendent
2. Health: school closed due to high risk of exposure as determined by public health
3. Transportation: schools are open, but transportation cancelled due to lack of staff

Health closures would follow procedures similar to other illness and communicable diseases. Higher than normal student absenteeism is reported directly to public health.

A recess was called at 2:01 pm. The meeting reconvened at 2:06 pm.

9. SECRETARY TREASURER'S REPORT

(a) Monthly Financial Report

Jesse Guy shared the monthly financial report for November and December. Operations expenses are slightly higher than expected and are being monitored. The district is 1.6% within budget.

(b) Executive Compensation Disclosure 2020/2021

The 2020/2021 Executive Compensation Disclosure Report, as required under the *Public Sector Employers Act*, is available on the district and Ministry websites.

(c) LOU 7 Seamless Day

LOU 7, the agreement with CUPE regarding the Seamless Day pilot project, has been finalized and approved by BCPSEA.

(d) SIMS South Wing Plan (2021/22 and 2022/23)

Jesse Guy shared plans for use of the SIMS facility for this year and the next. The top floor of the south wing annex is currently being leased to Island Health for a community vaccination clinic. District plans include space for Learning Services and meeting rooms. The lower floor will be used for TASK, career programs, and SSE band and music. The district will be looking to develop a process for renaming the building.

(e) Bus Route Adjustments

One of the cost saving measures identified through configuration review and the closure of the middle school was the elimination of one bus route on Salt Spring Island. The district will consider adjustments earlier than September as initially planned, if practical, should there be increasing pressure due a shortage of bus drivers.

(f) Policy and Procedure External Review

The district has engaged an external review of its policies and procedures. Anne Cooper, a retired superintendent now consultant, will undertake comprehensive evaluation of the district's policies and procedures and how they are organized, and bring recommendations to the Board for consideration.

10. COMMITTEE REPORTS

(a) HR Committee

The HR Committee summary 2021 11 10 was received.



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(b) FAF Committee

The Annual budget cycle, including public consultation, was discussed at the morning's FAF committee meeting.

(b) Policy Committee

i. Procedure 6850 Public Use of School/District Property and Forms 6850-1, 6850-2, 6850-4, and 6850-5.

The committee recommended changes to the existing procedure and forms 1,2, 4 and 5. Housekeeping amendments have been made to the draft version previously circulated with this agenda package.

Notice of Motion: That the Board approve amendments to Procedures 6850 Public Use of Schools/District Property and adopt Forms 6850-1, 6850-2, 6850-4, and 6850-5.

The procedure and forms will be circulated for feedback and reviewed by the Policy Committee on February 23, 2022. The motion will be considered by the Board at the April 13, 2022 public meeting.

ii. Procedure 215 Diversity

The committee considered changes recommended by the Anti-Racism Advocacy Working Group as well as other amendments to procedure 215 Diversity.

Notice of Motion: That the Board approve amendments to Procedure 215 Diversity.

The procedure will be circulated for feedback and reviewed by the Policy Committee on February 23, 2022. The motion will be considered by the Board at the April 13, 2022 public meeting.

iii. Policy 6550 Trustee Remuneration and Expenses

This policy was amended to reflect legislated changes, to reference a small hospitality fee deduction, and introduce a cap on internet reimbursement. The policy was further amended to remove reference to home office and replace "computer" with "device".

Notice of Motion: That the Board approve amendments to Policy 6550 Trustee Remuneration and Expenses

The policy will be circulated for feedback and reviewed by the Policy Committee on February 23, 2022. The motion will be considered by the Board at the April 13, 2022 public meeting.

11. TRUSTEES' SCHOOL REPORTS

Trustee reports were received. Rob Pingle shared reports for Fernwood and Salt Spring Elementary Schools.

Topic: How are parents and/or the community involved in your school? (Goal 3: Involve Community. Objective 3.2: Engage families and community in public education.)

Fernwood Elementary School

Fulford Community Elementary School



Galiano Community School

Galiano Community School has always prided itself on meaningful, impactful connections with the larger school community, and is definitely feeling the pressure of COVID in terms of having people involved with students. For many years members of the community have participated in many ways, leading Exploratories, volunteering in classrooms, and supporting parents and families – all of these connections have been limited during the pandemic and we miss having our friends join us in learning! We are looking forward to welcoming people into the school and gardens once again, when it is safe to do so.

Gulf Islands Secondary School

The most consistent involvement comes from parents on the PAC allocating funds to support school-based initiatives. Parents also are involved in the GISS creative think tank that meets with students, admin, and teachers to talk about policy's education, and engagement. Parents also volunteer through the Sports PAC supporting the athletics department with fundraising coordinating events and coaching teams. GISS has parent and Community members in mentorship/supportive roles with the robotics club.

GISS partners with the circle to support leadership/education in social emotional intelligence and development. Connecting generations is an ongoing successful program that brings in elders from the community in the capacity of mentorship.

Community members are involved during the rotation of REAL 8/9 doing mock interviews, resume help and business presentations. Individual teachers often bring in retired teachers or RCMP or alumni students to broaden the classroom experience.

Mayne Elementary/Jr. Secondary School

At Mayne Island School, parents and community play an important role in supporting and engaging learning throughout the year. Our small but mighty PAC meets monthly and has recently been working hard splitting firewood for a fundraising raffle next year. They are also in the process of creating Spirit Wear for the school community to purchase to show their school pride. Students have been connecting with local seniors through letter writing. As well, they have been connecting with Galiano students as pen pals. Our local Conservancy biologist engages with students regularly for hands on learning in the field. One of our community paramedics has been teaching students about many aspects of wellness including proper hand washing techniques etc. Recently, parent-led after school soccer has begun for our younger kids. Students participated in the annual Giving Back celebration in partnership with Mayne Island Assisted Living, which has students creating baking, cards, gifts and more for our local seniors to enjoy some warmth and cheer of the holiday season.

Pender Islands Elementary Secondary School

To summarize our community public education involvement:

- Outdoor performances
- Remembrance Day program held out door w families
- First day back w welcome back PVP speech & Trustee & PAC coffee & Treats
- Xmas concert / Zoom Invite
- CBC music contest
- Ptarmigan Arts programming – various short courses including theater, photography, art projects etc
- Sports including soccer and basketball with local coaching volunteers
- Gardening with students and community volunteers
- Plans to build out shop class and invite local community for lesson / mentorship opportunities
- School PAC lunch day
- Enchanted Forest – local field trip
- Upcoming bi annual bottle drive



- 10k Times Colonist Run (ref . covid)

Phoenix Elementary School

Like many schools, the Phoenix parent group is incredibly involved in PAC fundraisers and supporting extracurricular activities. The school garden is mostly run by parent volunteers and is utilized in curriculum and nutritional benefit with harvests in spring and fall. Community organizations help fund a robust breakfast program that involve parent and staff volunteerism with transportation and service of meals. Artist in the classroom is a frequent connection through the Arts Council. Parents have initiated events that partner with community groups such as GobyBike B.C.

Recently, parents have been gathering with staff to discuss school goals, plans, and learn more about how educational supports are provided to students in need. This groups aims to be a conduit of information to the parent body of the IEP referral process and to aid the communication between home and school life

Salt Spring Elementary School

Saltspring Island Middle School

Saturna Elementary School/SEEC

Parent and community involvement are key components to our overall goal of supporting educated citizens. During the last two years we continue to adapt our capacity around the global pandemic and evolving Provincial Health Orders as related to safety in our schools.

This school year on Saturna we were fortunate to have a local volunteer come into the elementary and strong start classes and work with the students on Christmas music for our concert. In order to facilitate as much involvement as possible we were able to hold three different events to showcase this year's Christmas productions. We held a Christmas concert for immediate family and school staff with the elementary & strong start student's music and the SEEC student's play. We also had live feeds on ZOOM and Facebook for anyone to join (we had approximately 30 people join those links). The next day the SEEC students preformed their play again for some parents from off-island and limited seating for community members. Then, on the third day we had the elementary students perform their Christmas carols again with an open invite to all family and community members as this was an outdoor performance under our new gazebo followed by hot chocolate. Overall, this was a very successful endeavour that allowed for increased involvement.

Saturna school also engages in successful relationships with our local library, Parks Canada, SIMRES and our local publication, The Scribbler.

In broader community involvement Adrian Pendergast has established a relationship with an ocean research facility on the central coast. There is an opportunity for our SEEC students to visit Hakai on Colbert Island and be directly involved with researchers from SFU. We are hopeful that there will be a field trip on the horizon before the end of this year.

12. OTHER BUSINESS

13. QUESTION PERIOD

Chair Boulter opened the floor for questions from the public.

14. NEXT MEETING DATES

- (a) Regular Board Meeting: February 9, 2022
- (b) Committee Day: February 23, 2022



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15. ADJOURNMENT

Moved that the meeting be adjourned at 2:43 p.m.

CARRIED 07/22

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
2021 11 10**

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

The meeting was called to order at 8:30 a.m.

The agenda for the Regular Board meeting, In-Camera session held 2022 01 12 was adopted as amended.

The minutes of the Regular Board meeting, In-Camera session held 2021 11 10 were approved as presented.

The minutes of the Special Board meeting, In-Camera session held 2021 11 29 were approved as presented.

The minutes of the Special Board meeting, In-Camera session held 2021 12 15 were approved as presented.

Items:

1. Funding Equity Committee
2. HR
3. PVP Postings
4. Mayne Island Food Bank Lease

Trustee Denz recused herself from the meeting at 9:30 am.

5. Vaccine Policy Update

The meeting adjourned at 10:31 a.m.

School District No. 64 (Gulf Islands)

2022/2023 Four-Day Instructional Week Calendar

<p>September 2022</p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </tbody> </table> <p>16 days</p>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		<p>October 2022</p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>17 days</p>	S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						<p>November 2022</p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>18 days</p>	S	M	T	W	T	F	S			1	2	3	4	5	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
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- 156 instructional days (students in attendance)
- Stat holidays
- September 23, 2022 – Framework Day – this is a day of work (non-instructional day)
- 5 Pro D days (non-instructional days)
 - ▶ October 21 Provincial Day
 - ▶ November 25 School Based
 - ▶ January 20 School Based
 - ▶ February 10 District Pro D Day (GITA sponsored)
 - ▶ April 28 School Based
- Winter and Spring Breaks/ Vacation
- Semester One Graduation Assessments/School Exams: January (TBD). Semester Two begins January 30th
- Semester Two Graduation Assessments June (TBD) / School Exams: June 26 to 29
- Administrative Day - June 30, 2023

Approved:

School District No. 64 (Gulf Islands)

2023/2024 Four-Day Instructional Week Calendar

<p style="text-align: center;">September 2023</p> <table style="width: 100%; text-align: center; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td style="background-color: #ffff00;">1</td><td>2</td></tr> <tr><td>3</td><td style="background-color: #90ee90;">4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td style="background-color: #ccccff;">22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td style="background-color: #90ee90;">29</td><td>30</td></tr> </table> <p style="text-align: center; color: red;">16 days</p>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	<p style="text-align: center;">October 2023</p> <table style="width: 100%; text-align: center; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td>1</td><td style="background-color: #90ee90;">2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td style="background-color: #90ee90;">9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td style="background-color: #ff0000;">20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table> <p style="text-align: center; color: red;">18 days</p>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					<p style="text-align: center;">November 2023</p> <table style="width: 100%; text-align: center; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td style="background-color: #90ee90;">10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td style="background-color: #ff0000;">24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> </table> <p style="text-align: center; color: red;">18 days</p>	S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30									
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- 156 instructional days (students in attendance)
- Stat holidays
- September 22, 2023 – Framework Day – this is a day of work (non-instructional day)
- 5 Pro D days (non-instructional days)
 - ▶ October 20 Provincial Day
 - ▶ November 24 School Based
 - ▶ January 19 School Based
 - ▶ February 9 District Pro D Day (GITA sponsored)
 - ▶ April 26 School Based
- Winter and Spring Breaks/ Vacation
- Semester One Graduation Assessments/School Exams: January (TBD). Semester Two begins January 29th
- Semester Two Graduation Assessments June (TBD) / School Exams: June 24 to 27
- Administrative Day - June 28, 2024

Approved:

School District No. 64 (Gulf Islands)

2024/2025 Four-Day Instructional Week Calendar

<p style="text-align: center;">September 2024</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td>1</td><td style="background-color: #d9e1f2;">2</td><td style="background-color: #d9e1f2;">3</td><td style="background-color: #d9e1f2;">4</td><td style="background-color: #d9e1f2;">5</td><td style="background-color: #d9e1f2;">6</td><td>7</td></tr> <tr><td>8</td><td style="background-color: #d9e1f2;">9</td><td style="background-color: #d9e1f2;">10</td><td style="background-color: #d9e1f2;">11</td><td style="background-color: #d9e1f2;">12</td><td style="background-color: #d9e1f2;">13</td><td>14</td></tr> <tr><td>22</td><td style="background-color: #d9e1f2;">16</td><td style="background-color: #d9e1f2;">17</td><td style="background-color: #d9e1f2;">18</td><td style="background-color: #d9e1f2;">19</td><td style="background-color: #d9e1f2;">20</td><td>21</td></tr> <tr><td>22</td><td style="background-color: #d9e1f2;">23</td><td style="background-color: #d9e1f2;">24</td><td style="background-color: #d9e1f2;">25</td><td style="background-color: #d9e1f2;">26</td><td style="background-color: #d9e1f2;">27</td><td>28</td></tr> <tr><td>29</td><td style="background-color: #d9e1f2;">30</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p style="text-align: center; color: red;">16 days</p>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	22	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						<p style="text-align: center;">October 2024</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td style="background-color: #d9e1f2;">1</td><td style="background-color: #d9e1f2;">2</td><td style="background-color: #d9e1f2;">3</td><td style="background-color: #d9e1f2;">4</td><td>5</td></tr> <tr><td>7</td><td style="background-color: #d9e1f2;">7</td><td style="background-color: #d9e1f2;">8</td><td style="background-color: #d9e1f2;">9</td><td style="background-color: #d9e1f2;">10</td><td style="background-color: #d9e1f2;">11</td><td>12</td></tr> <tr><td>13</td><td style="background-color: #d9e1f2;">14</td><td style="background-color: #d9e1f2;">15</td><td style="background-color: #d9e1f2;">16</td><td style="background-color: #d9e1f2;">17</td><td style="background-color: #d9e1f2;">18</td><td>19</td></tr> <tr><td>20</td><td style="background-color: #d9e1f2;">21</td><td style="background-color: #d9e1f2;">22</td><td style="background-color: #d9e1f2;">23</td><td style="background-color: #d9e1f2;">24</td><td style="background-color: #d9e1f2;">25</td><td>26</td></tr> <tr><td>27</td><td style="background-color: #d9e1f2;">28</td><td style="background-color: #d9e1f2;">29</td><td style="background-color: #d9e1f2;">30</td><td style="background-color: #d9e1f2;">31</td><td></td><td></td></tr> </tbody> </table> <p style="text-align: center; color: red;">18 days</p>	S	M	T	W	T	F	S			1	2	3	4	5	7	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			<p style="text-align: center;">November 2024</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td style="background-color: #d9e1f2;">1</td><td>2</td></tr> <tr><td>3</td><td style="background-color: #d9e1f2;">4</td><td style="background-color: #d9e1f2;">5</td><td style="background-color: #d9e1f2;">6</td><td style="background-color: #d9e1f2;">7</td><td style="background-color: #d9e1f2;">8</td><td>9</td></tr> <tr><td>10</td><td style="background-color: #d9e1f2;">11</td><td style="background-color: #d9e1f2;">12</td><td style="background-color: #d9e1f2;">13</td><td style="background-color: #d9e1f2;">14</td><td style="background-color: #d9e1f2;">15</td><td>16</td></tr> <tr><td>17</td><td style="background-color: #d9e1f2;">18</td><td style="background-color: #d9e1f2;">19</td><td style="background-color: #d9e1f2;">20</td><td style="background-color: #d9e1f2;">21</td><td style="background-color: #d9e1f2;">22</td><td>23</td></tr> <tr><td>24</td><td style="background-color: #d9e1f2;">25</td><td style="background-color: #d9e1f2;">26</td><td style="background-color: #d9e1f2;">27</td><td style="background-color: #d9e1f2;">28</td><td style="background-color: #d9e1f2;">29</td><td>30</td></tr> </tbody> </table> <p style="text-align: center; color: red;">16 days</p>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30							
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- 156 instructional days (students in attendance)
- Stat holidays
- September 20, 2024 – Framework Day – this is a day of work (non-instructional day)
- 5 Pro D days (non-instructional days)
 - ▶ October 25 Provincial Day
 - ▶ November 29 School Based
 - ▶ January 17 School Based
 - ▶ February 7 District Pro D Day (GITA sponsored)
 - ▶ April 11 School Based
- Winter and Spring Breaks/ Vacation
- Semester One Graduation Assessments/School Exams: January (TBD). Semester Two begins (TBD)
- Semester Two Graduation Assessments June (TBD) / School Exams: June 23 to 26
- Administrative Day - June 27, 2025

Approved: _____



Rapid antigen at-home test instructions

K-12 Students



In a phased distribution approach, families of students in public, independent and First Nations K-12 schools are being provided with a box of five Artron rapid antigen at-home tests distributed through their school district/authority.

The information below on when and how to use the tests is summarized from [BCCDC](#).

When to Use the Test

These tests are intended for students in K-12 schools. They should only be used when the student has [symptoms of COVID-19](#).

If a person in your household finds it hard to breathe, has chest pain, can't drink anything, feels very sick, and/or feel confused, contact your health care provider right away, or go to your local emergency department or call 9-1-1.

Do not give your child a rapid COVID-19 test if they do not have symptoms of illness.

Test instructions are included in the box, and also in this [BCCDC instruction document](#).

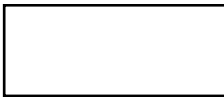
Test Results

If the result is positive, it means your child likely has COVID-19.

Use information from BCCDC to [understand the test results](#), including what actions your child should take. [Complete an online form to report their test result](#) to public health and notify your school that their absence is due to illness.

If the result is negative, your child may return to school when they feel well enough to return to regular activities. Notify your school that their absence is due to illness.

Visit [BCCDC](#) for up-to-date information on COVID-19.



AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 64 (GULF ISLANDS) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2021/2022 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 64 (Gulf Islands) Amended Annual Budget Bylaw for fiscal year 2021/2022.
3. The attached Statement 2 showing the estimated revenue and expense for the 2021/2022 fiscal year and the total budget bylaw amount of \$27,667,775 for the 2021/2022 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2021/2022.

READ A FIRST TIME THE 9th DAY OF FEBRUARY, 2022;

READ A SECOND TIME THE 9th DAY OF FEBRUARY, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE 9th DAY OF FEBRUARY, 2022;

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 64 (Gulf Islands) Amended Annual Budget Bylaw 2021/2022, adopted by the Board the 9th DAY OF FEBRUARY, 2022.

Secretary Treasurer



School District 64
Analysis of Draft Amended Annual Budget 2021-22
February 9th, 2022

Section 1: Reconciliation to Draft Amended Annual Budget

Reconciliation of key items for Amended Operating Budget 2021-22	
	2021-22
Schedule 2	
Operating Revenue before Funding Protection	20,995,154
<i>less:</i>	
Operating Expenses	21,804,266
Regular Local Capital	75,000
<i>add:</i>	
Add back Epic Achievement Grant Expense	<u>240,000</u>
Budgeted Deficit before Funding Protection	(644,112)
Funding Protection	<u>2,211,270</u>
Budgeted Surplus after Funding Protection	1,567,158.0
Additional Local Capital items	
<i>less:</i>	
Epic Achievement Grant 2021-2022	240,000
2021-22 Capital - Infrastructure Improvements	525,000
	<u> </u>
Budgeted Surplus after Funding Protection and all local capital	<u>802,158.0</u>

Reconciliation of Amended Annual Budget to Configuration 4B	
	2021-22
Breakdown of Schedule 2	
Operating Revenue before Funding Protection	20,995,154
<i>less:</i>	
Operating Expenses	21,804,266
Regular Local Capital	75,000
<i>Add:</i>	
Epic Achievement Grant Expense	240,000
Budgeted Deficit before Funding Protection	(644,112)
Configuration deficit reduction goal	1,095,000
Value of reduction in year 1	450,888.00
Percentage of reduction in year 1	41%

Section 2: Analysis of Draft Budget Items

Statement and Schedule Analysis for Significant Changes:

Statement 2

(All Funds: Operating, Special Purpose, and Capital)

	Amended	Annual	Change
Provincial Revenue:	25,214,433	24,376,119	838,314

The increase in MOE Provincial Grants is from two key areas. In the current year we received an additional \$700K special purpose funds. The majority of the increase in special purpose funds was from provincial COVID funding for health and safety and mental health, and the full amount of CEF funding has been confirmed and therefore included in our special purpose funds. In the current year the operating grant has increased by \$136K over the projections in March of 2021 for the current year.

Tuition:	650,000	650,000	-
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The budget was for 45 FTE and there currently are 48 FTE attending and a headcount of 69 students.

Other Revenue:	1,310,500	1,488,500	(178,000)
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The majority of the change is the estimate for school generated funds in special purpose funds. The original estimate assumed that regular operations for field trips and school activities would return to pre COVID operating levels. With the continuation of COVID and also fuel restrictions, from extreme events, extracurricular school activities remained lower than 2019/2020. The estimate has been updated to reflect the activity level of the September to December period

Instruction Expense Function:	19,275,596	18,588,917	686,679
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A significant majority of this change is a the result of a few key reductions and increases. During the current year the board supported a learning recovery program (EPIC and FIT). This resulted in an additional \$240K in planned spending from Funding Protection. Further additional spending is a result of the additional SPF grants provided by the Ministry of Education (COVID health and safety and covid mental health supports and the confirmed full allocation of CEF funding for the year). The corresponding revenue is noted above.

Schedule 2 (Operating Fund)

Tuition:	650,000	650,000	-
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International attendance is similar to projected.

Other Revenue:	645,500	608,500	37,000
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Slight increase is due to more than expected local grants.

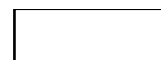
Instruction Expense Function:	15,663,530	15,457,348	206,182
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The increase in instruction expense are related to the EPIC learning recovery grant allocated from Funding Protection and slight in crease in Education Assistant time for student support. These increase were offset by moving of 2 teacher FTE from operating to special purpose fund with the full confirmation of the CEF special purpose fund.

Schedule 2A (Operating Fund)

Operating Grant	21,401,511	21,265,259	136,252
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A slight increase in the operating revenue is based in the slight increase in student FTE of 22.5 above the estimate of 1440.





Draft Summary
Finance, Audit, and Facilities Committee – SD 64 (Gulf Islands)

In attendance

Committee: Shelley Lawson (committee chair), Chaya Katrensky, Greg Lucas, Tisha Boulter (board chair, ex-officio), Scott Benwell (superintendent, ex-officio)

Trustees: Janelle Lawson, Stefanie Denz, Rob Pingle

Staff: Jesse Guy (secretary treasurer), D'Arcy Deacon (director of instruction), Boe Beardsmore (director of instruction), Lori Deacon (executive assistant)

Guests: Ian Mitchell (GITA)

Regrets:

Called to order 10:35 a.m.

1. **Adoption of Agenda**

Agenda adopted by consensus.

2. **Adoption of Minutes**

October 27, 2021 summary adopted by consensus.

3. **Business Arising**

4. **New Business**

a. *Annual Budget Cycle*

The Ministry requires districts to develop annual surplus and financial reporting policies by June 30th. A consultation process must be defined within the policies.

The district is currently building an accumulated surplus generated from funding protection due to the closure of Windsor House. The district would benefit from a more robust budget consultation process as it looks at areas for thoughtful and strategic investment of onetime Funding Protection. Careful planning, through the configuration process, has resulted in a strong operating accumulated surplus.

Jesse proposed an annual budget cycle for the committee's consideration.

January	FAF meeting – amended draft budget.
February	Board adopts amended budget
April	FAF discussion re: next year's budget discussion
May	FAF or COW - next year's draft budget for consideration
June	Adoption of next year's annual budget

5. **Other Business**

6. **Next Meeting:** February 23, 2022

7. **Adjournment:** 10:54 a.m.



Draft Summary Policy Committee – SD 64 (Gulf Islands)

In attendance

Committee: Rob Pingle (committee chair), Stefanie Denz, Tisha Boulter (board chair, ex-officio), Scott Benwell (superintendent, ex-officio)

Trustees: Greg Lucas, Chaya Katrensky, Janelle Lawson, Shelley Lawson,

Staff: Jesse Guy (secretary-treasurer), D'Arcy Deacon (director of instruction), Boe Beardsmore (director of instruction), Lori Deacon (executive assistant)

Guests: Ian Mitchell (GITA),

Regrets:

Chair Pingle acknowledged that this meeting is taking place on the traditional territories of the Coast Salish People.

Called to order 11:01 a.m.

1. Adoption of Agenda

Agenda adopted by consensus.

2. Adoption of Summary

Summary of October 27, 2021 adopted by consensus.

3. Business Arising

a. Procedure 215 Diversity

Amendments considered by Policy Committee October 27, 2021. Further amendments requested at that time. Sections 2 and 3 may be considered redundant to language already included in section 1.

Action: Consensus to recommend that the board circulate amendments for feedback and present a notice of motion for adoption at the April 13 meeting.

b. Procedures 6850 Public Use of School District Property

Amendments to procedure and new and amended procedural forms 1, 2, 4, 5

Additional amendments:

- Remove reference to form 2 from the reference section of the procedure
- Correct typos in Form 2 – no charge for use, waiver of “subrogation”
- Adjust fee schedule categories to align with the procedure.

Action: Consensus to recommend that the board circulate the amended procedure and forms for feedback and present a notice of motion for approval at the April 13 meeting.



4. **New Business**

a. *Policy 6550 Trustee Remuneration and Expenses*

Amendments include legislated changes, the addition of a \$15 hospitality fee deduction, and a \$500 cap on annual internet allowance.

Remove reference to home office and replace computer with device.

Action: Consensus to recommend that the board circulate the amended policy for feedback and present a notice of motion for approval at the April 13 meeting.

5. **Other Business**

6. **Next Meeting:** February 23, 2022

7. **Adjournment:** 11:56 a.m.

DRAFT