



REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
Virtual Meeting (ZOOM) / Teleconference
2020 06 10 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 05 13 (attachment)

3. IN-CAMERA SUMMARY

- (a) Summary of In-camera meeting held 2020 05 13 (attachment)
(b) Summary of Special In-camera meeting held 2020 06 03 (attachment)

4. BUSINESS ARISING

5. CORRESPONDENCE

- (a) Letter from Deputy Minister Re: Return-to-Instruction Plan (attachment)
(SD64 Health and Safety Plan - Stage 3: <https://sd64.bc.ca/wp-content/uploads/2020/05/covid-stage3-plan.pdf>)

6. DELEGATIONS

7. CHAIRPERSON REPORT

- (a) Draft 2020-2021 Board Meeting Schedule (attachment)

8. SUPERINTENDENT OF SCHOOLS REPORT

- (a) COVID-19 Response
(b) Staffing
(c) School Fees 2020-2021 (attachment)
Motion: that the Board of Education approves the School Fees schedule for the 2020/2021 school year as presented.
(d) Configuration Review – Scope of Opportunity (attachment)
Motion: that the Board of Education directs staff to undertake a financial and operational feasibility study of the Scope of Opportunity presented by staff.
Motion: that the Board of Education directs staff to identify policy and procedural implications associated with the Scope of Opportunity presented by staff.

9. SECRETARY TREASURER REPORT

- (a) Monthly Financial Report
(b) 2021-2022 Five Year Capital Plan Bylaw - 3 Readings
(c) 2020-2021 Budget Bylaw - 3 Readings (<https://sd64.bc.ca/finance/>)

10. COMMITTEE REPORTS

No reports

11. TRUSTEE SCHOOL REPORTS

No school Reports

12. OTHER BUSINESS

13. QUESTION PERIOD

14. NEXT MEETING DATES

(a) Regular Board Meeting – TBD

(b) Next Committee Day - TBD

15. ADJOURNMENT



MINUTES OF THE REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
ZOOM Virtual Meeting
2020 05 13

Present:

Rob Pingle
Shelley Lawson
Tisha Boulter
Janelle Lawson
Greg Lucas
Chaya Katrensky
Stefanie Denz
Scott Benwell
D'Arcy Deacon
Doug Livingston
Jesse Guy
Lori Deacon

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

Deborah Nostdal
Larry Melious
Shelly Johnson
Lyall Ruehlen
Brenda Lepine
Adria Kray
Shelly Johnson
Elizabeth Nolan
Robin Jenkinson

GITA President
CUPE President
GIPVPA President
Principal, GISS
Principal, Galiano
DPAC Representative
GIPVPA Representative
Driftwood Representative
Gardens Program Coordinator

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 05 13 be adopted as presented.

CARRIED 30/20

2. APPROVAL OF MINUTES

Moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2020 04 08 be approved as presented.

CARRIED 31/20

3. IN-CAMERA SUMMARY

Moved and seconded that the Board of Education adopt the Regular In-Camera Summary of 2020 04 08 as presented.

CARRIED 32/20

Moved and seconded that the Board of Education adopt the Special In-Camera Summary of 2020 04 20 as presented.

CARRIED 33/20



4. **BUSINESS ARISING**

5. **CORRESPONDENCE**

6. **DELEGATIONS**

(a) **Garden Programs – Robin Jenkinson**

Robin Jenkinson presented on district garden programs and what is happening at schools. Gardens are helping support food programs and food banks on some of the islands. Beds and greenhouses are thriving. Planting, weeding, and watering is being done by staff, families and community volunteers. Ms. Jenkinson explained that grow kits have been distributed to over 40 families on Salt Spring. Produce from some of the gardens will be shared with families in the fall.

Ms. Jenkinson expressed her gratitude that garden programs continue to be supported at each school. In this new reality, outdoor learning and garden programs provide healthy and safe learning opportunities for students. She stressed the importance of investing in garden programs as students and families learn to cope with the issues of climate change and food security.

7. **CHAIRPERSON'S REPORT**

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

Bylaw #2 - Procedural Bylaw was amended to align with language in the *School Act*. The amended bylaw received first reading at the April Board meeting and was circulated for feedback. No feedback was received.

Moved and seconded that amended Bylaw #2 Procedural Bylaw receive second reading.

CARRIED 34/20

Moved and seconded that amended Bylaw #2 Procedural Bylaw receive third reading and adoption.

CARRIED 35/20

(b) **Draft 2020/2021 Board and Committee Schedules**

A draft Board and Committee Meetings Schedule for 2020/2021 was shared for consideration. The schedule will be circulated for feedback and brought to the June meeting for approval.

(c) **Configuration Review**

The final report from the Configuration Feedback Review Committee was shared. This report was brought to the Board in lieu of the Education Committee as committee meetings have been suspended until further notice. The objective of the Feedback Review Committee was to maintain integrity of the data, eliminate bias and be transparent in analysis and reporting.

Moved and seconded that the Board directs staff to provide recommendations, at the June Board meeting, of possible financial modelling scenarios for investigation over the summer.

CARRIED 36/20

8. **SUPERINTENDENT'S REPORT**

(a) **COVID-19 Response**

Scott Benwell shared the Ministry of Education's five-stage strategy for the eventual return to full in-class instruction. Districts are currently operating in Stage 4 with in-class learning for children of essential service workers and vulnerable students, and remote learning for most students. In June, Stage 3 will see a



MINUTES OF THE REGULAR BOARD MEETING, PUBLIC SESSION
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ZOOM Virtual Meeting
2020 05 13

part-time return for students. This return will be voluntary for families and the option for remote learning will continue to be available. Further guidance and measures for health and safety protocols are expected from the Province later this week.

Jesse Guy explained that health and safety protocols continue to be updated as our understanding of COVID-19 grows. The District is preparing for a graduated return of staff who may be currently working from home in anticipation of students back in classrooms part-time. She explained the various measures being taken to ensure the safety of staff and students.

A survey will be circulated to families to determine preference and probable attendance in schools to help the district best prepare for the return to part-time in-school instruction.

i. International Program

Lyall Ruehlen reported that, prior to spring break, the district had 59 international students registered at GISS. Currently, there are 38 students registered: 6 students have withdrawn from the program, and 15 have returned home but remain engaged in the learning opportunities provided remotely. GISS is expecting 39 international student registrations for September. Typically, the District would anticipate upwards of 65 students. Concerns regarding travel restrictions, entry/re-entry into Canada, and the need for quarantine are key factors in reduced projections. Staff have been working closely with Qualicum School District to develop a concrete plan to manage these issues prior to school start-up.

ii. GISS Graduation

Lyall Ruehlen reported that graduation will be a different experience this year; however, students, staff, and parents have been working to ensure that Grad 2020 will be a success. Committees have been formed to ensure that all planned activities are safe and compliant with the recommendations of the Public Health Officer. Students have expressed their desire for have parents present, staff participate, and grad write-ups as part of the celebration. The event may take place outdoors with small groups at a time receiving their certificates. A videographer has been engaged to film the presentations and piece everything together as a keepsake.

Scott Benwell thanked all staff for their hard work and dedication during a difficult time, finding creative ways to be effective in efforts to serve students and families. SD64 continues to work with provincial Ministries and other school districts while finding our own unique place in this COVID era.

(b) Staffing

D'Arcy Deacon thanked the district office team and Union partners for their efforts and support during the staffing process. The District has had to make staffing adjustments for next year to align with a reduction is projected enrolment. Eleven teachers were impacted by an approximate 6.0 FTE identified surplus to need. Those teachers have elected recall and will be offered upcoming vacancies based on seniority and qualifications.

EA selection day is scheduled to take place on June 4th.

(c) Teachers Contract

Dr. Benwell recognized that provincial parties have ratified collective language for the teachers' contract. He stated his appreciation for local relationships and respectful bargain at the local level. Deborah Nostdal reported that GITA is waiting to hear from the BCTF regarding a suitable platform to support the local ratification of the Collective Agreement.



9. **SECRETARY TREASURER'S REPORT**

(a) **Financial Report**

Jesse Guy shared the monthly expenditure report for April. If spending remains on track for the remainder of the year, the District is in a position to see a modest surplus of approximately 3%.

(b) **2020/2021 Annual Budget Update**

Ms. Guy shared an overview of expenses and revenues for 2020/2021 that will be used to draft the budget for Board approval June meeting. Ms. Guy explained that anticipated expenditures for next year will be similar to the current year. Overall revenues, with the inclusion of funding protection, are expected to remain similar to the current year. Ms. Guy is anticipating an approximate 1 million surplus for both this year and next. This surplus will allow for the investment in resources to support learning across the district.

(c) **MCFD Childcare Spaces Grant Application, Saturna**

Ms. Guy reported that the application for childcare spaces on Saturna was submitted to the MCFD. The District will be informed in August if the application is successful.

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 – June 10, 2020, location TBD

15. **ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 2:52 p.m.

CARRIED 37/20

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 05 13**

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 05 13 was adopted as presented.

The minutes of the Regular Board meeting, In-Camera session held 2020 04 08 were approved as presented.

The minutes of the Special Board meeting, In-Camera session held 2020 04 20 were approved as presented.

Items:

1. COVID-19 Response
2. Staffing
3. Grievance
4. FOI Request
5. Retiree Acknowledgment
6. Conflict of Interest

The meeting adjourned at 12:30 p.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 06 03**

Present:	Rob Pingle	Board Chair
	Tisha Boulter	Trustee
	Shelley Lawson	Vice-chair
	Stefanie Denz	Trustee
	Janelle Lawson	Trustee
	Gregory Lucas	Trustee
	Chaya Katrensky	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
	Clare Nuyens	Executive Assistant
	Lyall Ruehlen	District Principal/Principal, GISS

The meeting was called to order at 9:01 a.m.

The agenda for the Special Board Meeting, In-Camera session held 2020 06 03 was adopted as presented.

Items:

1. District Configuration
2. 2020/2021 Annual Budget Update

The meeting adjourned at 12:00 p.m.



May 29, 2020

Ref: 221808

Dr. Scott Benwell, Superintendent
School District No. 64 (Gulf Islands)
Email: sbenwell@sd64.org

Dear Dr. Benwell:

Thank you for submitting the return-to-instruction plan and supporting documentation for Gulf Islands to the Ministry of Education (the Ministry).

Ministry staff have reviewed the documents provided and have confirmed their alignment with the requirements set out in the COVID-19 Operational Guidelines for School Districts and Independent School Authorities and the Provincial COVID-19 Health and Safety Guidelines for K-12 Setting.

Moving forward, the Ministry will follow up with school districts periodically for updates on the implementation of their return-to-instruction plans and to offer support where needed. In the interim, if you have any questions or require immediate assistance, please contact the Ministry by email at educ.covid@gov.bc.ca or by phone at 236-478-2712.

Thank you for your ongoing leadership and commitment to supporting the well-being and success of students in British Columbia.

Sincerely,

D. Scott MacDonald
Deputy Minister

pc: Lori Deacon, Executive Assistant to Senior Management, School District No. 64
(Gulf Islands)



**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.

SCHOOL FEES – 2020/2021
(as per Board Policy No. 6750)

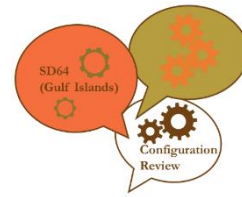
Elementary and Southern Gulf Islands Schools	<ul style="list-style-type: none"> Optional school supplies package 	Up to \$30
Saltspring Island Middle School	<ul style="list-style-type: none"> Musical instruments for personal use (rent or provide own) Optional Gr.6-8: activity fee 	External \$25
Saturna Ecological Education Centre (SEEC)	<ul style="list-style-type: none"> Experiential learning supplies (camping necessities: fuel, tarps, water etc.) 	\$100
Gulf Islands Secondary School	<ul style="list-style-type: none"> Optional Gr. 9-12: Parent calendar, student planner, lock use, activity fee Musical instruments for personal use (rent or provide own) Gulf Islands School of Performing Arts (GISPA) (Academy) Student athletic fee 	\$30 External \$1500 \$25
<p>All schools include the following Note to Students and Parents/Guardians: “If the above fees shall cause financial hardship, we will accept payment by installments (one or more post-dated cheque[s]). For cases of serious need, we can make other arrangements. All schools in School District No. 64 (Gulf Islands) have a School Fees Waiver Policy. In the event of an inability to pay, please contact <u>(School contact)</u> at <u>(School telephone #)</u> . All requests will remain CONFIDENTIAL.”</p> <p>Contact information for individual schools at: http://sd64.bc.ca/all-schools/.</p>		

NOTES:

- No other fees will be charged, unless for optional materials that are not required for participation in an activity in which students would normally participate.
- Field trips will be evaluated on an individual basis to determine their eligibility or ineligibility for fees.

Approved:

Scope of Opportunity



Learning Week

1. Retain the four-day week and invest in research to ensure effective pedagogy and excellence in program delivery.



Grade Configuration

2. Configure for K to 7 neighbourhood elementary schools. Saturna students (gr 6-7) would continue to commute to Pender Islands School.
3. Configure secondary schools for grades 8 to 12.



Outer Islands

4. Restore an outer island hub. Students from Galiano, Mayne, Pender, and Saturna attend Pender Islands School for grades 8 and 9. Grad programs available to all students at both Pender and GISS (Grades 10/11/12).
5. Direct resources to Pender Islands School to enhance programs for grades 8 to 12.



Transportation and Facilities

6. Research bid options for the 2022 contract renewal for the provision of water transportation service.
7. Work with the Ministry of Education regarding seismic upgrades to Salt Spring Elementary School.
8. Assess bus and water taxi routes for optimal finance and climate action efficiency.



Special Programs

9. Review provision of French programs for the 2021/2022 school year.
10. Create a quality assurance and sustainability framework for special programs review.



Academics

11. Direct surplus funding protection resources toward foundational skills development, the new graduation program through professional development, in-service, and resources (with a specific focus on numeracy).
12. Align academic supports and planning through the Framework for Enhancing Student Learning.