



REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District #64 (Gulf Islands)
School Board Office
2022 11 09 at 9:00 a.m. and 1:00 p.m.

A G E N D A

Call to Order (Secretary Treasurer)

Declaration of Election Results and Swearing in of Trustees – 9:00 a.m.
(Oath of Office)

Board Elections

Chairperson

Vice Chairperson

BCSTA Representative and Alternate

BCPSEA Representative and Alternate

Recess until 1:00 p.m.

1. ADOPTION OF AGENDA

2. APPROVAL OF MINUTES

(a) Minutes of the Regular Meeting, Public Session held 2022 09 14 (attachment)

3. IN-CAMERA SUMMARY

(a) Summary of In-Camera meeting held 2022 09 14 (attachment)

4. BUSINESS ARISING

5. CORRESPONDENCE

6. DELEGATIONS

(a) 64GO – Lyall Ruehlen

7. CHAIRPERSON'S REPORT

(a) Board Elections and Committee Representatives

(b) Strategic Plan Renewal

(c) Mayne Island Lions Club – Request to Serve Alcohol (attachment)

Motion: that, in accordance with Policy 3100 Controlled and Intoxicating Substances, the Board approves the Mayne Island Lions Club request to serve alcohol at its dinner, dance and presentation on November 19, 2022 at Mayne Island Elementary School.

(d) GISS French Exchange, Field Trip Approval (attachment)

Motion: that the Board approves the Gulf Islands Secondary School Grade 8 and 9 French cultural field trip to Quebec planned for February 2 to 9, 2023.

- (e) SSE French Exchange, Field Trip Approval (attachment)
Motion: that the Board approves the Salt Spring Elementary School Grade 7 French Immersion cultural field trip to Quebec planned for February 1 to 9, 2023.

8. SUPERINTENDENT'S REPORT

- (a) LOU 4 Employment Equity
- (b) Staffing and Enrolment (attachment)
- (c) Leadership Development (attachment)
- (d) EPIC School Visits – Fall 2022
- (e) School Calendar Amendment - Day of Mourning (attachment)

9. SECRETARY TREASURER'S REPORT

- (a) Monthly Financial Report
- (b) Policy Review
- (c) Drake Road Steering Committee Meeting November 21, 2022
- (d) Electric School Buses
- (e) 5-Year Minor Capital Plan Amendment (attachment)
Motion: That the Board approves the amended 5-year minor capital plan for 2023/2024 as presented.

10. COMMITTEE REPORTS

- (a) Committee of the Whole (attachment)

11. TRUSTEE'S SCHOOL REPORTS

No school Reports

12. OTHER BUSINESS

13. QUESTION PERIOD

14. NEXT MEETING DATES

- (a) Trustee Orientation – November 16, 2022 at the School Board Office
- (b) Committee Day – November 23, 2022 via ZOOM
- (c) Regular Board Meeting – December 14, 2022 at the School Board Office

15. ADJOURNMENT



SCHOOL DISTRICT NO. 64 (GULF ISLANDS)

112 Rainbow Road, Salt Spring Island, B.C. V8K 2K3

T: (250) 537-5548 F: (250) 537-4200 W: sd64.bc.ca

Declaration of Official Election Results General Local Election 2022 Office of School Trustee

I, Jesse Guy, Chief Election Officer for School District No. 64 (Gulf Islands), do hereby declare, elected the following candidates, who received the highest number of valid votes for the **Office of School Trustee for Electoral Area 1 – Salt Spring:**

	<u>Votes</u>	<u>Result</u>
1. Rob Pingle	2005	Elected
2. Nancy Macdonald	1981	Elected
3. Tisha Boulter	1486	Elected
4. Jenny McClean	1101	
5. Anna Szul	636	
6. George Sipos	561	

I, Jesse Guy, Chief Election Officer for School District No. 64 (Gulf Islands), do hereby declare, pursuant to section 98 of the *Local Government Act* the following candidates elected by acclamation:

Office of School Trustee – Trustee Electoral Area 2, Pender Island:

Greg Lucas

Office of School Trustee – Trustee Electoral Area 3, Saturna Island:

Chaya Katrensky

Office of School Trustee – Trustee Electoral Area 5, Galiano Island:

Jeannine Georgeson

Given under my hand at Ganges, Salt Spring Island, British Columbia, October 18th, 2022.



Jesse Guy

Chief Election Officer

School District No. 64 (Gulf Islands)

I, _____, do solemnly affirm that:

- I am qualified to hold office as a trustee in the Gulf Islands School District and meet the trustee qualification requirements set out in the *School Act*;
- I have not, by myself or any other person, knowingly contravened the *School Act* respecting vote buying, intimidation or other election offences in relation to my election as a trustee;
- I will abide by the *School Act* and will faithfully perform the duties of my office, and I will not allow any private interest to influence my conduct in public matters;
- I will comply with the requirements of the *School Act* that relate to conflict of interest and, in particular, I will comply with the requirements relating to disclosure of pecuniary and indirect pecuniary interest in a matter.

Signature

Declared before me at Ganges,
Salt Spring Island, British Columbia,
the 9th day of November 2022

Jesse Guy
Secretary Treasurer





MINUTES OF THE REGULAR BOARD MEETING, PUBLIC SESSION
Board of Education, School District No. 64 (Gulf Islands)
Pender Islands School
2022 09 14

Present:	Tisha Boulter Chaya Katrensky Janelle Lawson Shelley Lawson Greg Lucas Rob Pingle Scott Benwell Jesse Guy D'Arcy Deacon Boe Beardsmore Lori Deacon	Chairperson Vice Chairperson Trustee Trustee (via ZOOM) Trustee Trustee Superintendent of Schools Secretary Treasurer Associate Superintendent Director of Instruction, Learning Services Executive Assistant
	Adrian Pendergast Ian Mitchell	GIPVPA Representative GITA President
Regrets:	Stefanie Denz	Trustee

The meeting was called to order at 1:07 p.m. by Trustee Lucas. He expressed his gratitude for the abundance the lands provide and walking and learning together with our Indigenous neighbours and partners on the traditional territories of the Coast Salish peoples - huy tseep q'u.

1. ADOPTION OF AGENDA

Correction to the date.

Moved and seconded that the agenda for the Regular Board Meeting, Public Session held 2022 09 14 be adopted as amended.

CARRIED 65/22

2. APPROVAL OF MINUTES

Remove "circulate for feedback" from motion 58/22

Moved and seconded that the minutes of the Regular Board Meeting, Public Session held 2022 06 08 be approved as amended.

CARRIED 66/22

3. IN-CAMERA SUMMARY

Moved and seconded that the Board of Education adopt the Regular In-Camera Summary of 2022 06 08 as presented.

CARRIED 67/22

4. BUSINESS ARISING

5. CORRESPONDENCE

6. DELEGATIONS



7. **CHAIRPERSON'S REPORT**

(a) **Trustee ELT Participation**

Board Chair and Vice-Chair participated in the August 26 ELT professional development session that focused on governance, legal responsibility, and the process for development and review of the district's Framework for Enhancing Student Learning.

(b) **Rainbow Road Signage**

The district has requested better signage along Rainbow Road to remind drivers to slow down. The Ministry of Highways has posted "no parking" signs near GISS. Signage may also be needed for the increased parking needs at SIMS and the 64 Learning Hub.

8. **SUPERINTENDENT'S REPORT**

(a) **EPIC School Plans 2022/2023**

Draft School Plans for the 2022/23 school year were shared with the board. The plans articulate school goals, targets, and strategies for improving student learning.

Moved and seconded that the board receives the 2022/2023 school plans as part of its Framework for Enhancing Student Learning.

CARRIED 68/22

(b) **Framework for Enhancing Student Learning**

In accordance with Ministry policy, the Board of Education must approve an annual report on enhancing student learning no later than September 30th. This year marks the second rendition of this report.

Moved and seconded that the board approves the September 2022 Enhancing Student Learning Report for Gulf Islands School District.

CARRIED 69/22

(c) **Staffing**

Consistent with the rest of the sector, the district continues to experience staffing pressures; however most integral vacancies have been filled. Projected staffing is in alignment with projected enrolment.

(d) **Enrolment**

Preliminary student enrolment reports are above what was projected in the spring. Salt Spring Island elementary schools are experiencing challenges as student numbers have shifted between schools with changes to neighbourhood registrations and non-neighbourhood requests.

(e) **2021/2022 FSA Results**

The district continues to see high rates of participation and students meeting/exceeding expectations on FSA 4 and 7. The district's achievement rates exceed the provincial averages at both grade levels for numeracy and literacy.

(f) **Framework Day**

Framework Day is Friday, September 23rd. The day will be site-based with a district session in the morning held via ZOOM. Kendal Netmaker will be the keynote presenter. A restorative practices workshop is being offered to school PAC and DPAC representatives in the afternoon. An invite will be shared with schools.

9. **SECRETARY TREASURER'S REPORT**

(a) **Ministry of Education and Child Care Funding**



Moved from item b to a by consensus.

As part of the Ministry of Education and Child Care mandate to increase access to child care, the board must consider how it wished to address child care in the district. Staff recommend that the board proceed with a mixed-model approach to providing child care services.

Moved and seconded that the board proceeds with licensing spaces and operates child care facilities internally, while continuing to partner with local child care providers by leasing space where convenient and practical for the district.

CARRIED 70/22

(b) Facilities Summer Work

Jesse Guy reported on capital projects undertaken this summer. Septic upgrades at Saturna are complete. Electrical upgrades at Fulford and interior renovations to the GISS gym are still underway. The new electric buses should arrive this year. An assessment will be made to determine infrastructure needs for school bus charging on Salt Spring Island.

(c) New Spaces Funding

The district has the opportunity to reapply for New Spaces Funding to add a third room at Saturna School for an early learning and StrongStart space.

Moved and seconded that the board applies to the New Spaces Fund for a capital addition to Saturna Elementary School for child care space.

CARRIED 71/22

Chaya Katrensky left the meeting at 2:37 pm.

(d) 2023/2024 Five-Year Capital Plan - Minor

Jesse Guy presented the five-year capital plan, minor submission for 2023/2024. Planned projects include seismic upgrades, universal washrooms, roof replacement and other school enhancement upgrades.

Moved and seconded that the Board of Education approves the five-year minor capital plan for 2023/2024.

CARRIED 72/22

D'Arcy Deacon left the meeting at 2:43 pm.

(e) Student and Family Affordability Fund

The Ministry of Education and Child Care has announced one-time funding for schools to support families and students impacted by hardship. The needs of each school community are different and there is flexibility in how funds are spent. Initial funding is based on school size. Future additional funding will be allocated by need.

(f) Financial Statements Analysis Report 2021/2022

Jesse Guy shared the 2021/2022 Financial Statements Analysis Report. The report will be posted to the Finance page of the district website along with the Audited Financial Statements

10. COMMITTEE REPORTS

(a) Committee of the Whole

The morning's committee of the whole meeting focused on recognition and gratitude for the work of the board as a whole and for the three trustees not seeking re-election.

(b) HR Committee

The HR Committee summary 2022 06 08 was received.



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

The FAF Committee Pre-Audit Meeting summary 2022 07 06 was received.

i. *Summary of Audit Results*

The board received a clean audit opinion from the external audit team. No issues of note were found during KPMG's audit of the Financial Statements this summer.

ii. *2021/2022 Financial Statements*

The draft Financial Statements for the year ending June 30, 2022 were presented to the board for approval.

Moved and seconded that the board approves the 2021/2022 School District No. 64 (Gulf Islands) Audited Financial Statements for the year ending June 30, 2022.

CARRIED 73/22

11. **TRUSTEES REPORTS**

No trustee reports

12. **OTHER BUSINESS**

A thank you to Pender Islands School PAC for providing lunch today.

13. **QUESTION PERIOD**

14. **NEXT MEETING DATES**

(a) Regular Board Meeting: November 9, 2022

(b) Committee Day: November 23, 2022

15. **ADJOURNMENT**

Moved that the meeting be adjourned 3:08 p.m.

CARRIED 74/22

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
at Pender Islands School
2022 09 14**

Present:	Tisha Boulter Chaya Katrensky Janelle Lawson Shelley Lawson Gregory Lucas Rob Pingle Scott Benwell Jesse Guy D'Arcy Deacon Boe Beardsmore Lori Deacon	Board Chair Vice-Chair Trustee Trustee (via ZOOM) Trustee Trustee Superintendent of Schools Secretary Treasurer Associate Superintendent Director of Instruction, Learning Services Executive Assistant
Guest:	Lenora Lee	KPMG (via ZOOM)
Regrets:	Stefanie Denz	Trustee

The meeting was called to order at 9:00 a.m.

The agenda for the Regular Board meeting, In-Camera session held 2022 09 14 was adopted as presented.

The minutes of the Regular Board meeting, In-Camera session held 2022 06 08 were approved as presented.

Items:

1. KPMG External 2021 Audit Financial Audit Report
2. BCPSEA Excluded Compensation Mandate
3. Student Transportation Water Taxi Courtesy
4. CRD/BC Housing Request: Drake Rd. Well Drilling
5. Trustee Transition

The meeting adjourned at 11:03 a.m.



MAYNE ISLAND SCHOOL FACILITY BOOKING FORM

APPLICATION TO SERVE ALCOHOL AT A COMMUNITY EVENT ON SCHOOL DISTRICT #64 PROPERTY

Date: 12 Oct. 2022

To whom it may concern:

On NOV 19, 2022 (date) the Mayne Island Lions Club (organization) will be hosting a Dinner / Dance / Presentation (type of event) in the gym at the Mayne Island School. We respectfully request your permission to provide a bar at this event. The appropriate licenses and insurance policies will be in place and copies of both, the liquor license and insurance certificate will be provided to Mayne Island School prior to the event. The bar will be run by experienced community members with serve it right certification throughout the evening.

If you require further information, please contact Alan Gray (name) at 250-539-9876 (phone number) and/or af15tbs@shaw.ca (email address) regarding this matter. As we are in the planning stage, we would appreciate a timely response to this request.

Respectfully yours,

A handwritten signature in blue ink, appearing to read "Alan Gray", with a large, sweeping underline.

E-MAILED
Oct 5/22



FIELD/SPORTS TRIP APPROVAL FORM
SCHOOL DISTRICT No. 64 (Gulf Islands)

Approval #

The Leader must read School District Field Trip Policies and Procedures #407 and #412 before completing this form. Also review the "Trip Consent Forms" at: <http://sd64.bc.ca/employee-forms/>.

The Leader must take this completed form to the Principal for approval (and, when it is an out of province request, the Principal's recommendation for approval is to be forwarded to the Superintendent).

As per SD64 policy 6700, the Board recognizes that some students may not be able to cover these costs, and in such cases will ensure that no student is denied an opportunity to participate in educational programs or activities based on financial hardship.

Name of School: GISS

Type of Trip: Curricular: Extra-curricular: Athletic:

Purpose of Trip: Provide an opportunity for students to use their French in a real context, to develop an appreciation for Canada, to gain confidence

Planned Activities & Instruction: walking tour of Québec city, traditional sugar shack, tubing, tour of Vachon factory

Destination: Beauceville, Québec

If a school bus is required – PLEASE USE TRANSPORTATION REQUEST FORM

Other Transportation: airplane, charter bus

Leaving Date: February 2nd Time: 6 am

Substitute Required: No: Yes:

Returning Date: February 9th Time: 9 pm

Accommodation: home stay

Number of Pupils Involved: ~ 28

Estimated Pupil Cost: ~ \$750

Grades: 8 + 9

Estimated School Cost: /

Names of Leaders/Adult Supervisors:

(+) 2 adults = * 1 will be MALE

Christianne Wiigs

Leader's Signature (Planned by) [Signature]

Date: September 26, 2022

Principal's Signature (Approved/recommended by) [Signature]

Date: Oct 3, 2022

Superintendent's Approval (overnight, 4 days or more, out of province)

Date: _____

Board Approval (4 days or more and out of province)

Date: _____

Quebec Exchange 2022-2023 - Gulf Islands Secondary School - Itinerary

We will be traveling to Beauceville, QC February 2nd-9th with 28 Grade 8&9 French Immersion students and 3 chaperones. We are matched with Polyvalente St- François school, with host teacher Dave Loubier. The majority of the funding for this trip will be paid by Experiences Canada, a federally funded program.

Experiences Canada COVID plan - please see attached document as laid out by Experiences Canada.

Travel insurance plan - All Experiences Canada participants are covered by a group accident insurance plan during the two weeks of their exchange. Travel or cancellation insurance, which includes emergency hospital/medical insurance, is not part of Experiences Canada's plan however it can be purchased directly from our travel provider, or through family plans or independent insurance providers. However, from the \$750 that each student is paying, we will use a portion of that money to purchase Insurance for each participant.

Included in this package are forms and services provided by Experiences Canada.

Benefit to students: The Quebec exchange gives students the opportunity to practice their French in a real-life setting. It also allows students to learn more about Canadian culture and Quebec traditions. Students are paired with a Quebec student, who will then stay with the GISS student April 20th-27th.

Below is our tentative itinerary for our stay in Québec.

Behaviour expectations: It is expected that students will speak in French exclusively during the week. Students will actively participate in activities and follow school rules. The Code of Conduct will be reviewed for the students by Administration prior to our departure.

All parents (BC and Quebec) MUST complete a Criminal Record check and a drivers abstract before their child will be accepted to host a student.

Saltspring Island - Beauceville, Quebec - February 2nd - 9th

While GISS students are in Quebec, the staff of St Francois will organize and pay for the activities in Quebec. This is reciprocated by GISS staff when they are our guests here.

Thursday, February 2nd - Travel and arrival day

Morning - leave for Victoria airport.

Flight Information: TBD

20h00 - Arrive at Beauceville, Quebec

Welcome and meet the families and twins, head home with host families

Friday, February 3rd - Québec City

Morning - Bus to Québec City and tour of Vachon factory

Lunch - poutine, of course

Afternoon - treasure hunt of Vieux Québec

Saturday, February 4th & Sunday, February 5th- Family Days

Family days - activities done with host family

Monday, February 6th - Village Valcartier - Tubing

Tubing at Village Vacances Valcartier

Tuesday, February 7th - Snowshoeing and Sugar Shack

Morning - Snowshoeing

Afternoon - lunch and traditional dancing at Traditional Cabane à Sucre

Wednesday, February 8th - Beauceville Day

Morning - activities in Beauceville - tour of town, scavenger hunt

Afternoon - family potluck at school, good-bye until April!

Thursday, February 9th - Departure

Morning - depart for airport

Flights - TBD

Pick up at Fulford

Beauceville - Saltspring Island - April 20th - 27th

Thursday, April 20th - Arrival Day

Morning - Depart for airport

21h40 - Arrive at GISS, quick hello and off to their host family

Friday, April 21st - Ganges Day

Morning - Meet in town - Scavenger hunt through Ganges

Afternoon - Swimming at Rainbow Road pool, pizza party

Saturday, April 22nd & Sunday, April 23rd - Family Day

Activities with families

Monday, April 24th - Vancouver

Morning - Ferry to Vancouver, bike Seawall

Afternoon - Aquarium

Evening - pick up at Fulford

Tuesday, April 25th - Victoria

Morning - Ferry to Victoria, Beacon Hill Park, museum

Afternoon - Tour of Chinatown

Wednesday, April 26th - Duncan

Morning - Ferry to Crofton, Raptor Centre

Afternoon - Bowling

Evening - Finale Party

Thursday, April 27th - Return home to Quebec

Morning - Ferry to airport!

Once we have received pre approval, a more detailed itinerary will be submitted.

Thanks!

Christianne Wiigs

cwiigs@sd64.org

Public Health and Safety Guidelines

As of June 20, 2022, the Government of Canada announced that it will suspend vaccination requirements for domestic and outbound travel. Other public health measures, such as wearing a mask, continue to apply and will be enforced throughout a traveller's journey on a plane or train. Although the risk of Coronavirus transmission within Canada has been significantly reduced due to vaccinations, the risk of spreading the COVID-19 virus remains, and the safety of our traveling youth participants and their host families is our priority. Experiences Canada encourages all group organizers and twinned families to discuss their expectations with respect to health and safety protocols well in advance of the exchange.

Experiences Canada has put the following protocols into place based on Public Health guidelines:

1. Organizers of groups **travelling** should ask all parents/guardians to keep their child at home if;
 - a. the youth participant is awaiting COVID-19 testing results or has any fever, cough or cold/flu symptoms
 - b. the youth has been in close contact with a person who has tested positive for COVID-19 within the past 2 weeks
 - c. they've traveled outside of Canada in the past two weeks and are required to quarantine or self-isolate
2. Similarly, Group Organizers **hosting** should ask all host families/caregivers to decline participating if there are ANY individuals staying in their home who are:
 - a. Awaiting COVID-19 testing results, or have any fever, cough, or cold/flu symptoms
 - b. Have traveled outside of Canada on a cruise ship or to a high risk area (as determined by Public Health Agency of Canada) for COVID-19 in the past month

If the host youth participant fits into either of these categories, we ask parents/guardians to keep their child at home and decline to host a visiting youth in their home.

3. We encourage group organizers to review recommended best hygiene practices with their youth participants prior to traveling. These include:
 - frequent hand-washing for at least 20 seconds with warm water and soap
 - use of hand sanitizer when soap and water are unavailable

- sneeze into a tissue and dispose of it or sneeze into the crook of your elbow instead of their hands
 - avoid touching your face with unwashed hands
 - refrain from sharing food, water bottles, cell phones, or other personal items
 - avoid unnecessary touching of dirty or high traffic surfaces that perpetuate germs (particularly metal ones) such as handrails, doors
 - avoid unnecessary physical contact with others such as high fives, holding hands, hand shakes, hugs, kisses - consider making up fun greetings and acknowledgements like jazz hands, finger pistols, or finger snaps instead
4. All groups must be aware of the health protocols concerning Covid 19 in their province/territory as well as their twin's province or territory prior to participating in an exchange.
- **Alberta:** <https://www.alberta.ca/covid-19-public-health-actions.aspx>
 - **British Columbia:** <https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions>
 - **Manitoba:** <https://www.gov.mb.ca/covid19/prs/orders/index.html>
 - **New Brunswick:** <https://www2.gnb.ca/content/gnb/en/corporate/promo/covid-19.html>
 - **Newfoundland and Labrador:** <https://www.gov.nl.ca/covid-19/>
 - **Northwest Territories:** <https://www.gov.nt.ca/covid-19/en/services/gatherings-and-events>
 - **Nova Scotia:** <https://novascotia.ca/coronavirus/restrictions-and-guidance/>
 - **Nunavut:** <https://www.gov.nu.ca/health/information/covid-19-novel-coronavirus>
 - **Ontario:** <https://covid-19.ontario.ca/public-health-measures>
 - **Prince Edward- Island:** <https://www.princeedwardisland.ca/en/topic/peis-response>
 - **Quebec:** <https://www.quebec.ca/en/health/health-issues/a-z/2019-coronavirus>
 - **Saskatchewan:** <https://www.saskatchewan.ca/covid19-measures>
 - **Yukon:** <https://yukon.ca/en/covid-19-information>
5. If there is a youth participant who develops any symptoms during the exchange, Organizers must take the following steps:
- a. Notify the parents/guardians.
 - b. Contact Public Health authorities for further direction. They will advise of the steps that they will need to take to prevent transmission. In some cases, based on the nature of the infection, this may mean hospitalization but in other cases, this may mean quarantine.
 - c. Keep Experiences Canada informed of the situation.



For your information

6. In the event a youth participant is unable to travel as a result of these protocols, we ask the Organizer to determine, in full consultation with the parent/guardian of the affected child, the best next steps. This may involve the child staying in hospital care; staying in the host home (if that is an acceptable option); staying with friends or family in the area; or securing a hotel room and assigning a chaperone.

Presently, and until further notice, our agreements with airlines allows cancellation or one name change without a change fee. This is temporary due to COVID and could be changed at any time without notice. Should there be additional change fees charged by the airlines related due to contracting COVID, or other illnesses during the exchange, these additional costs shall be borne by the group and/or parent-guardian. The same conditions apply to additional accommodation fees (when applicable).

If you have any questions, please consult with your Experiences Canada coordinator who is always happy to assist you on a case-by-case basis.



Experiences Canada
Exchanges

Application Guide

Avec la participation d'Échanges Canada
du ministère du Patrimoine canadien

Canada

With the participation of Exchanges Canada
of the Department of Canadian Heritage

Canada





Embark on the experience of a lifetime!

Experiences Canada educational exchanges provide Canadian youth with the unique opportunity to discover Canada's proud history and heritage revealed by fellow Canadians' (youth and host families) eye-opening experiences that connect with another culture and language to bring classroom history and language textbooks to life.

Our exchanges are designed for youth between the ages of 12 and 17 years. The exchanges are a reciprocal homestay exchange, where groups of participants are twinned with another group of youth the same age from another province or territory and take turns staying in each other's homes.

Exchanges are typically seven to ten days in length, including travel time. Transportation costs for all eligible participants and organizers are paid by the Government of Canada through our youth exchanges program. The exchange groups fundraise to cover local transportation and other activity expenses when hosting the twin group.

Experiences Canada exchanges are intended to reach all Canadian youth, either school groups or youth affiliated with a recognized community organization. Special measures funding is available to encourage participation by youth with special needs or disabilities, low-income families, visible minorities, Indigenous youth, and youth from rural or isolated areas.

All the stages of an exchange – the pre-planning, travel, hosting the twin group – provide participants with an opportunity to become involved in both communities, strengthen national identity, develop a greater understanding of Canadian history and heritage and make connections with youth from another part of Canada.

To apply for an Experiences Canada exchange, please [visit our website](#).



Objectives of the Exchanges Program:

1. Contribute to increased knowledge and understanding of Canada among Canadian youth, by enabling them to learn first-hand about the history, heritage, geography, industry, institutions, cultures, communities, languages and other facets of their country;
2. Help young Canadians connect to one another and create linkages, across the country and between groups, thereby helping to strengthen the fabric of Canadian society;
3. Develop Canadian identity and a sense of belonging to Canada among youth by enhancing their appreciation of both the diversity and the shared aspects of the Canadian experience.

The group organizers must include the above objectives when submitting their exchange learning plan. Although a significant portion of our exchanges pertains to official languages including second-language learning opportunities, there are also many thematic and non-linguistic exchanges. Special consideration is also given to groups that have youth with special needs or disabilities, low-income participants, Indigenous youth, visible minority youth, and participants from rural or isolated areas. (Please see page 7 for definitions).

At least a third of exchange activities will promote an increased knowledge and appreciation of Canadian history and heritage.

ELIGIBILITY

- Your group is comprised of a minimum of ten participants, including youth and at least 2 adult chaperones 21 years or older, who have completed the necessary screening process;
- Participants are from a school group or a recognized community organization;
- The Experiences Canada Exchanges program is available to groups of youth between the ages of 12 and 17* who are Canadian citizens, landed immigrants or have refugee status;
- All participants must be new to the exchange program.



**Participants must be 12 years old by March 31st of the year in which the exchange takes place and not yet be 18 years by March 31st of the year in which the exchange takes place.*

EXCHANGE GUIDELINES

- Exchange activities **must contain a minimum of 30% of Canadian history and heritage.**
- The Group Organizer is responsible for the selection of participants.
- Exchanges typically last a minimum of seven days, including travel time.
- The Group Organizer matches participants with a youth from their twin group. Their families act as hosts during the exchange (Common Stays are an alternative hosting option).
- Each host family must successfully complete a host family screening process. The organizer will receive the necessary screening materials.
- *All volunteers and adults age 18 and over living in the host family household are required to provide clear police record and vulnerable sector checks. The police record checks are in addition to the existing screening processes.*
- Parents/Guardians must be prepared to be actively involved in all aspects of the exchange (planning, carrying out, post-exchange activities).
- Group fundraising is to cover the cost of activities and local transportation when hosting the twin group.
- Group Organizers must complete mandatory online training.
- Groups should reach out to their local Member of Parliament.
- The exchange must be branded as an Experiences Canada project.
- All participants (Organizers, parents, and youth) will complete surveys after the exchange is complete.
- Group Organizers will assign one youth as the Youth Ambassador
- Groups will send testimonials and photos/videos to their Experiences Canada coordinator.



APPROVAL PROCESS

Once a group is twinned, the group organizer will receive access to a secure log in site on our website. Here, they will have access to all forms including the Organizer's Manual outlining the responsibilities and commitment necessary for a successful exchange. An Experiences Canada representative will keep the group organizers fully informed of each step of the exchange process. Once twinned, and all required forms are completed and submitted, we will then confirm the exchange and proceed with travel arrangements.

Selections (twinnings) are determined based on the following factors:

- Priority will be given to those applications with a strong history and heritage content;
- Compatible demographics (ages, gender balance, size of group, etc.);
- Similar themes or interests;
- Compatible timeframe (summer vs school year);
- Equitable provincial and territorial distribution;
- Budget considerations.

KEYS FOR A SUCCESSFUL EXCHANGE

1. Define Your Objectives

Exchanges are an ideal way to learn about Canadian history and heritage, cultural diversity, industry, rural and urban life or improve your second language. With clear defined learning objectives, the Experiences Canada staff will be able to twin you according to your learning plan.

2. Select Youth Participants

The group organizer is responsible for the selection of youth. Group organizers are responsible for ensuring that the selected youth and their families are aware of their roles and responsibilities throughout the exchange.



Experiences Canada funds the travel costs for youth and chaperones based on a ratio of ten youth to one chaperone. A typical group size ranges from ten to thirty youth. For larger groups, some participants may be responsible to cover their own costs.

3. Twin Your Group

Experiences Canada will find a group that shares your group's objectives and interests in organizing the same types of activities. If your group would like to be twinned with a specific group, please identify this on the Application Form in the "pre-twin" section. Once we find a twin, the group organizers will be notified by email.

4. Plan Your Trip and Activities

Exchanges typically last between seven and ten days, including travel time. The travel and hosting dates are at the groups' choice subject to availability and prices. It is essential to carefully plan the activities before, during and after the exchange.

It may be useful to agree on a joint project or theme, e.g. history, heritage, cultural diversity, geography, second language learning, arts or the environment, on which you will work with the twin organizer before, during and after the exchange. The exchange is an opportunity for the participants to get to know a community different from their own and, in many cases, to practice another language.

Everyone in the exchange group plays a role in designing the exchange. We will review all exchange learning plans that the group creates and will approve the itinerary as long as the learning objectives are being met within the activities.

We highly encourage you to invite Members of Parliament (MP's) to participate in your group activities and/or get your community involved. If an MP has visited your exchange, please indicate this when submitting your final evaluation report to Experiences Canada-Exchanges.

5. Organize a Fundraising Event

Groups will need to raise funds to cover the additional cost of activities and local transportation, as well as registration fees where applicable. Fundraising events are an excellent way for participants to learn to cooperate with others and become involved in their community.



6. Continue To Communicate

Once the twinned groups have hosted each other, the organizers should encourage continued interaction between the two groups in order to promote lasting links between participants and their communities.

Remember!

A successful exchange is, first and foremost, a carefully planned exchange. It is an exciting experience for the group that involves full participation of youth, parents and the organizers. Communication is key for a successful exchange. Experiences Canada will remain in constant presence throughout the exchange. It is strongly recommended that group organizers hold multiple information sessions with parents, youth and administration.

COSTS

The Government of Canada through the Experiences Canada- Exchanges program funds:

- The travel costs of all eligible participants;
- Financial assistance for Special Measures that may be granted. Speak to your Experiences Canada representative for more information (see definitions below).

The Group pays for:

- Initial annual Group Membership;
- Individual registration fees;
- Hosting-related expenses such as local transportation, supply teachers and activity costs while hosting the twin group or as agreed upon between the two organizers.

A PROGRAM FOR ALL CANADIAN YOUTH

Experiences Canada encourages and supports the participation of all Canadian Youth to participate in an exchange, including youth from the following groups:



Youth with Special Needs or Disabilities

A person with Special Needs or Disabilities is defined as a person with a long-term physical condition, mental condition, or health problem who is limited with respect to functions in the home, in school or other activities and/or requires special assistance to perform daily functions.

Youth from Low-Income Households

A person who lives in a household earning less than the low income cut-off as defined by Statistics Canada is considered to be from a low-income household.

Visible Minority Youth

A visible minority youth is defined as an individual, other than an Indigenous person, who is non-Caucasian in race or non-white in colour.

Indigenous Youth

Indigenous is considered as First Nations, Métis or Inuit peoples.

Youth from Rural or Isolated Areas

A person who lives in a community with a population of less than 10,000 is considered to be from a rural or isolated community.

ADDITIONAL FUNDING

Additional funding, known as "Special Measures", is available to encourage all Canadian youth to participate in an exchange. Where local resources are not available, additional monetary support may be requested to ensure accessibility. Experiences Canada will evaluate the needs and resources on a case-by-case basis. Special Measures may be requested for any of the following circumstances:



Youth with Special Needs or Disabilities

For youth with special needs or disabilities, it is recommended that a detailed list of needs be identified.

Common Stays

Common stay is a term used for alternative home stays. There may be families that would have difficulties hosting a youth in their home. If there are circumstances that would prevent participants from being hosted in a home, arrangements could be made to have the groups stay in alternate housing or “common stay” arrangements such as a dormitory, school gym, youth hostel, community center. Funding may be requested to off-set some of these costs.

Visible Minorities and Indigenous Youth

Additional funding may be available to ensure that youth from Visible Minority groups or Indigenous youth may participate fully in Experiences Canada Exchanges. Please speak to your Experiences Canada representative.

ROLES AND RESPONSIBILITIES

1. Organizers

As the designated representative for the school/organization, you are responsible for all tasks related to:

Taking the lead in planning and organizing the exchange

- Submit application and communicate with Experiences Canada representative;
- Complete your online mandatory training;
- Select the individual youth participants;



- Return all fees, forms and other required documents to Experiences Canada by the established deadlines;
- Select one youth as your group's Ambassador;
- Communicate frequently with your twin organizer, administration, youth and parents;
- Organize information sessions;
- Ensure youth involvement with the planning and organizing of activities;
- Work with your twin's Group Organizer to match youth participants;
- Encourage parents to communicate with the twin's family prior to travel;
- Develop a budget;
- Take appropriate measures to ensure participants' security. Conduct the mandatory screening of host families, make sure members are adequately insured, make note of any medical conditions among group members;
- Implement the mandatory Host Family Screening procedures;
- Contact local media, MP and/or Mayor to inform them of the exchange or any special activities taking place during the exchange;
- Ensure that the exchange is branded as an Experiences Canada project;
- Verify transportation itinerary to and from twin province with your Experiences Canada representative;
- Coordinate the hospitality for the visiting group with participants and their families, including local transportation, meals and accommodations according to the guidelines provided by Experiences Canada;
- The organizer is responsible for all participants. Experiences Canada does not make decisions regarding disciplinary or host-family related matters. Organizers are expected to deal with situations as they arise and take the necessary measures as appropriate. Our staff is available through emergency access 24 hours a day, 7 days a week and can serve as a resource in these matters;
- Experiences Canada does not permit any travel alterations. All individual participants (Youth and Chaperones) must accompany the group including departure and return travel;



- Complete the Post-Exchange surveys;
- Send testimonials and photos/videos to your Experiences Canada coordinator;

Tips for Group Organizers

- Read the Organizers Handbook found on our website.
- Group organizers must be fully engaged and available to participate in both legs of the exchange.
- Be direct with participants and parents in terms of what the expectations are and what will be involved in planning and carrying out the exchange. Ensure that the group you are forming consists of committed youth and parents.
- Break down the workload and assign tasks to committees or individuals as soon as possible (even prior to your group receiving final approval). This way, everyone will know what he or she has to do and understand that the organizer is not solely responsible for every aspect of the exchange.
- Set up committees for host family screening, fundraising, activity planning, organizing and conducting meetings, media coverage, etc. Help with all aspects of your exchange can also be solicited from the school or community network.
- Make sure parents are aware that adult supervision in the home is required while hosting a twin and that youth participants should not be working while they are hosting.
- Submit an Exchange Learning Plan that reflects the Experiences Canada-Exchanges objectives, that fits within your budget and is manageable for your group.
- Organize the exchange, including activities before, during and after in keeping with Experiences Canada- Exchanges objectives.
- Raise awareness of the exchange with parents and throughout the community using information sessions, letters or local media, and serve as a liaison.
- Organize fundraising activities and establish partnerships with sponsors such as municipalities, businesses and community organizations or the local media.



- Be familiar with emergency procedures, dealing with media or reporting disclosures of child abuse, as outlined in the Host Family Guide. These apply to chaperones as well as to host families.
- Organizers must be satisfied with the home environment in which each participant is being hosted. Please use discretion in dealing with host family situations, bearing in mind that the safety and well-being of participants is of primary importance. Check in on your youth on a regular basis to gauge their level of comfort.
- If a participant alleges that any form of abuse (sexual, physical, emotional, psychological) or harassment has taken place toward him/her, that participant is to be removed from the home immediately and placed elsewhere. The authorities (either police or social services) should be notified. When not certain as to what constitutes a legal or illegal activity, call police and/or social services to verify. Fill out an Accident/Incident Report and inform Experiences Canada immediately.
- If the host family is not comfortable with the participant in their home (see Host Family Guide for details), make arrangements to have the delegate moved to another pre-screened home. Fill out an Accident/Incident Report and send to Experiences Canada within 24 hours.
- Note any medical conditions that participants may have and ensure that host families are aware.
- Determine what action is to be taken if a participant breaches any of the program rules. If the participant is returned home, fill out an Accident/Incident Report and send to Experiences Canada within 24 hours.
- Group organizers assure the safety and security of all participants and of their chaperones throughout the whole exchange and have the responsibility to make decisions concerning the activities happening before, during and after the exchange.
- Both organizers and participants must evaluate their experience using questionnaires which will be emailed to you close to the end of the exchange. The results will help assess the impact of Experiences Canada Exchanges and allow us to improve programming for future participants.
- Encourage continued interaction between the groups in order to promote lasting links among participants.
- Encourage youth to share the experience with other groups.



2. Youth and Parents

- Participate fully in all activities during both legs of the exchange, travel with the group to and from destination;
- Take an active role in the planning and organizing of the exchange under the direction of the group organizer, and participate in the end evaluation;
- Attend all information sessions;
- Share the experience with other youth, schools and the community at large via meetings, articles in local newspapers or interviews;
- If your child requires any special needs while on exchange, fill out the appropriate medical forms provided from the group organizer, speak with the group organizer about your child, and speak with the family who will be hosting your child. If you have been selected to host a child with special needs, speak to the parents prior to the child staying with you. Develop a strong rapport with family. Ensure that all safety measures will be taken to ensure the health and safety of the participant is the number one priority.
- Complete the Post-Exchange surveys;

3. Experiences Canada is responsible for:

- Supporting safe experiential learning opportunities through national exchanges;
- Ensuring fair and equitable national distribution of the youth exchanges;
- Following all policies, procedures, and reporting requirements outlined by Exchanges Canada for the administration of the program;
- Working with the group organizer to ensure that all aspects of the exchange are well planned and organized;
- Providing all the necessary tools to assist in the planning of the exchange.



Draft

SCHOOL DISTRICT #64 (Gulf Islands)
SCHOOL FIELD TRIP CONSENT FORM FOR
MODERATE / HIGH RISK / OVERNIGHT / OUT OF PROVINCE ACTIVITY
<http://sd64.bc.ca/employee-forms/>

Date: September 26, 2022

Dear parents of students going on the Québec exchange

In consideration of School District No. 64 (Gulf Islands) offering my child _____, _____
an opportunity to participate in a field trip for Grade 8/9 students on February 2, 2023 _____ Initial
(mm/dd/yyyy), I waive any and all claims I may have against, and release from all liability and agree not to sue the
Board of Education of School District #64 (Gulf Islands) and its officers, employees, agents, volunteers and
representatives, and the Ministry of Education for any personal injury, death, property damage or loss sustained
as a result of my child's participation in the field trip, arising out of any cause whatsoever, including negligence.

I hereby give my consent, and acknowledge by my signature that:

1. Students will be going to Beauceville, Québec (location) and will be away from the school _____
from Feb 2, 2023 to Feb 9, 2023 (times). They will be travelling by plane, charter bus, _____ Initial
(i.e. school bus, public transport, foot). school bus.

2. On this field trip, up to 28 (number) student will be: _____
(describe all activities – i.e., skiing, hiking, walking, using climbing apparatus, cooking meals on camp stoves, _____
tenting.) Initial

Tubing, visiting museums, going to a sugar shack,
snowshoeing, and other cultural activities. We will be twinned
with students from Beauceville, Québec.

3. The students will be supervised by Mme Wiggs + 2 other teachers (a typical _____
response might be "school employees and hopefully 2-4 parent volunteers". It is important to indicate supervisory
arrangements that will not be modified or reduced. For instance, consider whether the trip will proceed even if there _____ Initial
are no parent volunteers, or if a specific teacher is sick, but a substitute is available.
**With older grades, you should add a sentence saying, "Your child will not necessarily be supervised by an adult at
all times."

+ 3 teachers from Beauceville, Québec

4. My child has no illnesses, allergies or disabilities that may require special attention, except as described here: _____
Initial

5. I am aware of the usual risks and dangers inherent in participation in all of the activities associated with this trip and of the possibility of personal injury, death, property damage or loss resulting from the activities. The dangers and risks may include, but are not limited to: (provide specific and comprehensive information on any risks that are applicable. Some examples follow.) _____ Initial

- Unorthodox or high risk travel arrangements. ✓
- Program locations. ✓
- Rugged terrain. ✓
- Rock fall and avalanches. ✓
- Weather. ✓
- Equipment breakage, failures. ✓
- Delayed rescue, accessibility. ✓
- Conduct of the guide, chaperone or other group members. ✓
- The possibility that your child may not heed safety instructions or restrictions given to the group. ✓

• Travel in big cities by ^{school} bus

• Air travel ✓

6. I will supply suitable equipment and clothing for my child's participation in all activities associated with the field trip, including: _____ Initial

please refer to Packing List

7. I am aware that I should contact the school for further information if I am unaware what clothing and equipment is required for the activities or possible weather conditions of this field trip. My child and I understand that it is our responsibility to ensure my child has all necessary equipment and clothing. _____ Initial

8. My child and I understand that the school's Code of Conduct applies during this field trip. I will be responsible for any costs caused by my child's failure to abide by the Code of Conduct, including any costs to send my child home. _____ Initial

9. Accidents can be the result of the nature of the activity and can occur with or without any fault on either part of the student, or the School Board or its employees or agents, or the facility where the activity is taking place. By allowing your son/daughter to participate in this activity, you are accepting the risk of an accident occurring, and agree that this activity, as described above is suitable for your child. _____ Initial

10. In signing this consent and Waiver, I am not relying on any oral or written representation or statements made by the Board of Education and its agents, employees, or authorized volunteers, or the Ministry of Education, to induce me to permit my child to take the trip, other than those set out in this Consent Form. _____ Initial

11. I am 19 years of age or more and have read and understand the terms of this Consent Form and understand that it is binding upon me, my heirs, executors and administrators. _____ Initial

Date: _____

Signature of Witness

Signature of Parent/Guardian

Printed Name of Witness

Printed Name of Parent/Guardian

Address

Address

Date: _____

Signature of Witness

Signature of Parent/Guardian

Printed Name of Witness

Printed Name of Parent/Guardian

Address

Address

NOTE: This Consent Form must be signed by a custodial parent or legal guardian of a child who is under the age of 19 years.

As per SD64 policy 890, the Board recognizes that some students may not be able to cover these costs, and in such cases will ensure that no student is denied an opportunity to participate in educational programs or activities based on financial hardship.

Packing list - Ideas

Please feel free to add/modify to this list!!!! Also, please check AIR CANADA website for more info!

Day Pack/Carry-on bag

- earphones and iPod
- empty water bottle
- lunch and snacks - fruit, sandwich, granola bar - NO applesauce, yogurt,...
- 1 change of clothes just in case our luggage is lost (shirt,pants,socks, undies)
- wallet with ID, bank card, some money
- pictures of your family, your animals, your house, your friends,.....!
- toothbrush - NO toothpaste!!!, (tylenol, gravol - if necessary)
- camera
- book, magazine,paper,pen,cards,gum,candy....
- homework!

You should wear your winter jacket and boots on the plane - when we arrive in Québec, it will be cold and night time!

One suitcase (with wheels, preferably!) - no more than 50 pounds

- 4 t-shirts
- 2 sweaters
- 2 long sleeved shirts (for layering)
- 4 pairs of pants
- 7 underwear
- pajamas
- winter boots
- snow pants
- 7 pairs of socks - warm and wool
- tights or long underwear
- toiletries - toothbrush, toothpaste, shampoo, deodorant, lip balm, tylenol, vitamins,brush, hair product,....
- dictionary - english/french?
- bathing suit?
- toque, 2 pairs of mittens, scarf, gloves, ski goggles???
- sunglasses
- charger for your iPod, camera,....
- another pair of shoes or boots?
- slippers?
- SSI gift - JAM - we will give this to you TUESDAY, January 14th at the hotel - NO OTHER GIFTS please



FIELD/SPORTS TRIP APPROVAL FORM
SCHOOL DISTRICT No. 64 (Gulf Islands)

Approval #

The Leader must read School District Field Trip Policies and Procedures #407 and #412 before completing this form. Also review the "Trip Consent Forms" at: <http://sd64.bc.ca/employee-forms/>.

The Leader must take this completed form to the Principal for approval (and, when it is an out of province request, the Principal's recommendation for approval is to be forwarded to the Superintendent).

As per SD64 policy 6700, the Board recognizes that some students may not be able to cover these costs, and in such cases will ensure that no student is denied an opportunity to participate in educational programs or activities based on financial hardship.

Name of School: Salt Spring Elementary

Type of Trip: Curricular: Extra-curricular: Athletic:

Purpose of Trip: French Immersion Exchange trip to Québec (Victoriaville) for language, culture, cross-canada Exchange.

Planned Activities & Instruction: Flight to Québec, visit to Québec city during Carnival, Maple syrup making (sugar shack), homestay exchange, skiing, skating

Destination: Victoriaville Québec

If a school bus is required – PLEASE USE TRANSPORTATION REQUEST FORM

Other Transportation: ferry, plane, bus (plane fare, bus paid for by Experiences Canada)

Leaving Date: Feb 1st, 2023 Time: 7:50am ferry Substitute Required: No: Yes:

Returning Date: Feb 8th, 2023 Time: 9:00pm ferry

Accommodation: Homestay at families houses, possibly 1 night at hotel in Sydney to catch flight

Number of Pupils Involved: 19 Estimated Pupil Cost: 750\$ /student

Grades: 7 Estimated School Cost: 0\$

Names of Leaders/Adult Supervisors: Halim Ouhammo u.

Charlotte Mitchell +1

Charlotte Mitchell
Leader's Signature (Planned by)

Shelly Jon
Principal's Signature (Approved/Recommended by)

Date: Sept 27th, 2022

Date: Sept 27, 2022

Date: _____

Superintendent's Approval (overnight, 4 days or more, out of province)

Board Approval (4 days or more and out of province)

Date: _____



SCHOOL DISTRICT #64 (Gulf Islands)
SCHOOL FIELD TRIP CONSENT FORM FOR
MODERATE / HIGH RISK / OVERNIGHT / OUT OF PROVINCE ACTIVITY
<http://sd64.bc.ca/employee-forms/>

Date: Monday October 3rd

Dear _____:

In consideration of School District No. 64 (Gulf Islands) offering my child _____ an opportunity to participate in a field trip for Grade 7 students on Feb 1st - 8th 2013 Initial
(mm/dd/yyyy), I waive any and all claims I may have against, and release from all liability and agree not to sue the Board of Education of School District #64 (Gulf Islands) and its officers, employees, agents, volunteers and representatives, and the Ministry of Education for any personal injury, death, property damage or loss sustained as a result of my child's participation in the field trip, arising out of any cause whatsoever, including negligence.

I hereby give my consent, and acknowledge by my signature that:

1. Students will be going to Victoriaville Québec (location) and will be away from the school from Feb 1st 8:00 am to Feb 8th 4:00 pm (times). They will be travelling by bus, airplane Initial
(i.e. school bus, public transport, foot).
2. On this field trip, up to 18 (number) student will be: travelling to Québec for an exchange program and activities related to culture, heritage and language. Students will stay with the French "twins" home while in Québec, québécois student will stay at salt spring student's home with their families in June. Initial
Activities in Québec may include, but are not limited to: visiting & touring old Québec city, sugar shack, carnaval de Québec activities, maple syrup tasting, school tour and activities, family activities with homestay families (various)
3. The students will be supervised by Charlotte Mitchell (a typical _____) Initial
& Halim Ouhammou (matr chaperone) as well as Teacher from Victoriaville Gloria Danella & teacher staff in Québec.

4. My child has no illnesses, allergies or disabilities that may require special attention, except as described here: _____ Initial

5. I am aware of the usual risks and dangers inherent in participation in all of the activities associated with this trip and of the possibility of personal injury, death, property damage or loss resulting from the activities. The dangers and risks may include, but are not limited to: (provide specific and comprehensive information on any risks that are applicable. Some examples follow.) _____
Initial

- Unorthodox or high risk travel arrangements.
- Program locations.
- Rugged terrain.
- Rock fall and avalanches.
- Weather.
- Equipment breakage, failures.
- Delayed rescue, accessibility.
- Conduct of the guide, chaperone or other group members.
- The possibility that your child may not heed safety instructions or restrictions given to the group.

6. I will supply suitable equipment and clothing for my child's participation in all activities associated with the field trip, including: _____
Initial

7. I am aware that I should contact the school for further information if I am unaware what clothing and equipment is required for the activities or possible weather conditions of this field trip. My child and I understand that it is our responsibility to ensure my child has all necessary equipment and clothing. _____
Initial

8. My child and I understand that the school's *Code of Conduct* applies during this field trip. I will be responsible for any costs caused by my child's failure to abide by the *Code of Conduct*, including any costs to send my child home. _____
Initial

9. Accidents can be the result of the nature of the activity and can occur with or without any fault on either part of the student, or the School Board or its employees or agents, or the facility where the activity is taking place. By allowing your son/daughter to participate in this activity, you are accepting the risk of an accident occurring, and agree that this activity, as described above is suitable for your child. _____
Initial

10. In signing this consent and Waiver, I am not relying on any oral or written representation or statements made by the Board of Education and its agents, employees, or authorized volunteers, or the Ministry of Education, to induce me to permit my child to take the trip, other than those set out in this Consent Form. _____
Initial

11. I am 19 years of age or more and have read and understand the terms of this Consent Form and understand that it is binding upon me, my heirs, executors and administrators. _____
Initial

Date: _____

Signature of Witness

Signature of Parent/Guardian

Printed Name of Witness

Printed Name of Parent/Guardian

Address

Address

Date: _____

Signature of Witness

Signature of Parent/Guardian

Printed Name of Witness

Printed Name of Parent/Guardian

Address

Address

NOTE: This Consent Form must be signed by a custodial parent or legal guardian of a child who is under the age of 19 years.

As per SD64 policy 890, the Board recognizes that some students may not be able to cover these costs, and in such cases will ensure that no student is denied an opportunity to participate in educational programs or activities based on financial hardship.

Dawn Sawchuk

From: Charlotte Mitchell
Sent: October 2, 2022 5:47 PM
To: Dawn Sawchuk
Subject: SSE French Immersion Exchange
Attachments: 31373 Exchange Group Participation Agreement signed.pdf

Hi Dawn,

I am organizing our French Immersion exchange with a group of students in Quebec. Our dates for the exchange are Feb 1st- 8th, 2023. As we have not yet received our flights that are paid for and provided by Experiences Canada, a full itinerary can only be estimated at this time.

The website providing info on the exchange is <https://experiencescanada.ca/exchanges/>



In-Person Exchanges - Experiences Canada

Experiences Canada offers youth exchanges for participants aged 12 to 17 years old between groups of 10 to 30 young people. Apply for an exchange today!

experiencescanada.ca

We have been awarded a large sum of money to pay for travel (airfare, buses) by Experiences Canada as our grade 7 class did a virtual exchange while in grade 6. This is a trip every grade 7 FI class participated in every year prior to the pandemic. I have also included our signed agreement. Halim Ouhammou, another French Immersion teacher (our male) is the planned chaperone for our group as well as myself. Once we get our flight details, we will likely be planning one night at a hotel in Sydney with parent supervisors for each room. The estimated cost for students is 750\$.

Please let me know what other info I can provide to you. I am planning the parent info session in the upcoming weeks.

Charlotte Mitchell
Grade 7 French Immersion Teacher at SSE

Charlotte Mitchell

Exchange Group Participation Agreement

This Agreement made effective as of the 28th day of September, 2022 (the "Effective Date")

BETWEEN:

EXPERIENCES CANADA

a not-for-profit and charitable organization
incorporated under the laws of Canada

("Experiences Canada")

AND:

31373-ECE-22-23 Saltspring Island Elementary Secondary School

[Grade 7 FI class at SSE]
(the "Exchange Group")

WHEREAS Experiences Canada offers reciprocal, educational homestay exchanges between two groups of Canadian youth aged 12 to 17 years old, each in a different part of Canada;

WHEREAS the Exchange Group applied to Experiences Canada for and was selected to participate in an exchange, as more particularly described in the letter of offer delivered by Experiences Canada to the Exchange Group (the "Exchange");

WHEREAS Experiences Canada wishes to enter into an agreement with the Exchange Group to establish the rights and responsibilities of each party as well as the terms and conditions pursuant to which Experiences Canada will provide funding and support to the Exchange Group in relation to the Exchange;

NOW THEREFORE, for and in consideration of the mutual promises covenants and agreements set forth herein, the parties hereto agree as follows:

1. FUNDING & EXCHANGE-RELATED COSTS

- 1.1 Experiences Canada shall providing funding to the Exchange Group with an estimated value of \$ 34825.9232 (the "Funding"), which shall be used for the sole purpose of paying for the cost of transportation (e.g. air, train, bus) of eligible exchange participants and chaperones to the city of the twin exchange group.
- 1.2 Experiences Canada, in consultation with the Exchange Group, is responsible for making all transportation-related bookings and reservations required for the Exchange and shall use the Funding to pay such transportation costs directly to the agent or service provider retained by Experiences Canada for that purpose. For greater certainty, it is acknowledged and agreed that the Exchange Group shall not be entitled to make any such

travel and transportation arrangements on its own and no Funding shall be available to pay for any such costs incurred by the Exchange Group in contravention of this section.

- 1.3 The Exchange Group is responsible for ensuring payment of the following additional costs:
- (a) A non-refundable membership fee for the Exchange Group (payable to Experiences Canada upon submitting an application for an exchange);
 - (b) Individual registration fees for each of the exchange participants (payable to Experiences Canada after the Exchange Group has agreed to participate in the Exchange); and
 - (c) Hosting-related expenses such as local transportation, supply teachers and activity costs while hosting the twin exchange group or as otherwise agreed to between the Exchange Group and the twin exchange group.
- 1.4 The Exchange Group acknowledges that it may and is encouraged to organize and hold fundraising activities and to seek sponsorship opportunities to help finance such additional costs. Subject to subsection 1.4 of this Agreement, Experiences Canada will not provide any funding for such activities, which shall be at the sole expense of the Exchange Group and/or the Exchange participants.
- 1.5 The Exchange Group may be eligible and approved for additional special measures funding intended to facilitate the participation of marginalized groups or individuals in an exchange. If Experiences Canada determines that the Exchange Group is eligible and approved for such funding, the parties shall enter into a separate agreement to define the terms and conditions relating thereto.

2. OBLIGATIONS OF EXPERIENCES CANADA

- 2.1 Experiences Canada shall provide ongoing administrative and logistical support and guidance to the Exchange Group and the Group Organizer throughout the exchange planning process to ensure that all aspects of the Exchange are well planned and organized. Without limiting the generality of the foregoing, Experiences Canada shall establish a timeline and schedule of milestones and key due dates relating to the Exchange, which shall be delivered to the Exchange Group along with this Agreement (the “**Exchange Timeline**”).
- 2.2 Experiences Canada shall provide the Exchange Group and the Group Organizer with pre-exchange training and resources, which shall include a Group Organizer Handbook, templates for facilitating group information sessions and a mandatory video tutorial. If so requested by the Exchange Group, Experiences Canada may also provide a comprehensive orientation session (which may be held in person and/or by other telephonic or other electronic means).

- 2.3 Experiences Canada shall, during the hosting period of the Exchange, provide twenty-four (24) hour on-call emergency services to the Exchange Group and the Group Organizer.

3. OBLIGATIONS OF THE EXCHANGE GROUP

- 3.1 The Exchange Group shall appoint a person who shall be responsible for the administration and organization of the Exchange and have authority to act on behalf of and bind the Exchange Group in matters relating to the Exchange. If, because of incapacitation or resignation, the person so appointed becomes unavailable to perform his or her responsibilities, the Exchange Group shall promptly appoint a replacement person and, as soon as reasonably practicable thereafter, inform Experiences Canada in writing of such change. The person initially appointed pursuant to this section and any other person appointed to replace that person are referred to in this Agreement as the “**Group Organizer.**”
- 3.2 Upon signature of this Agreement or as soon as reasonably practicable thereafter, the Exchange Group shall obtain from the Group Organizer a signed Group Organizer Acknowledgment Agreement, in the form as set out in **Schedule “A”** attached hereto. The Exchange Group shall also obtain a signed Group Organizer Acknowledgment Agreement from any person appointed as a replacement Group Organizer in accordance with subsection 3.1 of this Agreement. Notwithstanding the foregoing, the Exchange Group remains responsible for all obligations under this Agreement and is liable for all acts and omissions of the Group Organizer as if they were the Exchange Group’s acts and omissions.
- 3.3 The Exchange Group shall, in collaboration with the Group Organizer, submit all fees, forms, waivers and other information to Experiences Canada in accordance with the Exchange Timeline.
- 3.4 The Exchange Group shall, in collaboration with the Group Organizer, plan and carry out all aspects of pre-travel orientation and ensure that information sessions for Group Organizers, participants, parents, and chaperones are held covering topics such as safety procedures, codes of conduct, responsibilities, timelines, and other pertinent topics as required by Experiences Canada from time to time.
- 3.5 The Exchange Group is responsible for the safety and security of all participants involved in the Exchange and agrees to abide by Experiences Canada - Exchanges’ policies and procedures.
- 3.6 The Exchange Group shall obtain a vulnerable sector check from every person aged eighteen (18) or older who will participate in the Exchange, including the Group Organizer, chaperones and every person who is ordinarily a resident of a host family home or who is regularly at the premises. The vulnerable sector checks shall be: (a) conducted by a police force; (b) prepared no earlier than six (6) months before the first day of the Exchange; and (c) obtained before such persons begin interacting with youth exchange participants.

- 3.7 The Exchange Group shall ensure that the Group Organizer and all persons, with whom Experiences Canada deals with respect to the Exchange maintain sufficient documents and records to enable Experiences Canada to verify and, if necessary, demonstrate to Experiences Canada's reasonable satisfaction, compliance with the terms and conditions of this Agreement.

4. DEFAULT

- 4.1 The Exchange Group understands and agrees that the Funding is conditional on the Exchange Group performing its obligations under this Agreement and in the event the Exchange Group fails to perform any such obligations, Experiences Canada may cancel the Exchange and/or require the Exchange Group to refund all or part of the Funding which has been granted hereunder, provided that Experiences Canada shall give written notice to the Exchange Group itemizing the nature of the failure and provide the Exchange Group with at least ten (10) days to rectify the default before cancelling the Exchange and/or requiring that the Funding be reimbursed.

5. INDEMNIFICATION & INSURANCE

- 5.1 The Exchange Group shall fully indemnify and hold harmless Experiences Canada against any and all claims for loss, damage, illness, or injury of whatever kind or nature in any way associated with or arising out of participation in the Exchange by the Exchange Group or its authorized employees, agents, organizers (including the Group Organizer), participants, parents, or anyone else, unless the claim arises from the negligence of Experiences Canada, Her Majesty in right of Canada or their respective employees and agents.
- 5.2 The Exchange Group shall maintain comprehensive/commercial general liability insurance and such other insurance that a reasonably prudent person would obtain under the circumstances as may be reasonably determined by the Exchange Group. Such insurance shall confirm that Experiences Canada and the Group Organizer are insured (i.e. named as an additional insured) in relation to the Exchange and any other actions or omissions of the Exchange Group or the Group Organizer in relation to this Agreement. The Exchange Group shall deliver certificates of insurance or certified copies of insurance policy(ies) to Experiences Canada upon request.

6. GENERAL PROVISIONS

- 6.1 Neither party may assign this Agreement without the prior written consent of the other party.
- 6.2 No amendment or modification of this Agreement shall be binding unless in writing and signed by the parties.
- 6.3 This Agreement shall be construed strictly in accordance with the laws of the Province of Ontario, Canada, to the exclusion of the laws of any other forum, and the parties shall adjourn to the jurisdiction of the courts of the Province of Ontario.

- 6.4 This Agreement constitutes the entire agreement between the parties hereto with respect to its subject matter and supersedes all previous agreements, communications and understandings, whether oral or written, between the parties.
- 6.5 This Agreement may be executed in counterparts, each of which shall constitute an original and all of which taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF this Agreement has been duly executed by the parties as witnessed by the signatures of their proper officers on their behalf.

EXPERIENCES CANADA

Per: Ellen Glouchkow - Director of Finance and Administration
[Name & Title]

I have authority to bind the corporation



Experiences Canada - Signature

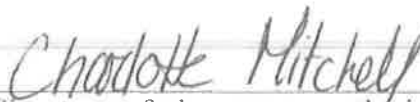
Salt Spring Elementary (SSE)
[NAME OF ORGANIZATION/SCHOOL]

Shelly Johnson, principal

Per: 

[Name & Title of the person authorized to sign this Agreement on behalf of the Exchange Group]

*I have authority to bind the corporation***



[Signature of the person authorized to sign this Agreement on behalf of the Exchange Group]

****The person authorized to sign this Agreement on behalf of the Exchange Group Organization or School cannot be the Group Organizer.**

Schedule "A"
Group Organizer Acknowledgment Agreement

This Group Organizer Acknowledgment Agreement is being made and entered into on 28th Sept, 2022 by and between [Saltspring Island E.S school] (the "**Exchange Group**") and [Charlotte Mitchell] (the "**Group Organizer**")

WHEREAS the Exchange Group applied to Experiences Canada for and was selected to participate in a reciprocal, educational homestay exchange between two groups of Canadian youth aged 12 to 17 years old, each in a different part of Canada (the "**Exchange**");

WHEREAS Experiences Canada and the Exchange Group entered or will enter into an Exchange Group Participation Agreement to establish the rights and responsibilities of each party as well as the terms and conditions pursuant to which Experiences Canada will provide funding and support to the Exchange Group in relation to the Exchange (the "**Master Agreement**");

WHEREAS the Exchange Group has designated the Group Organizer as the person responsible for the administration and organization of the Exchange on behalf of the Exchange Group;

WHEREAS the parties wish to enter into an agreement to establish their respective rights and responsibilities with respect to the Exchange;

NOW THEREFORE, for and in consideration of the mutual promises covenants and agreements set forth herein, the parties hereto agree as follows:

1. Relationship of the Parties

1.1 OPTION #1 – IF THE GROUP ORGANIZER IS NOT AN EMPLOYEE OF THE

EXCHANGE GROUP: The parties acknowledge that the work performed by the Group Organizer on behalf of the Exchange Group is on a volunteer basis and that there is no employment relationship with the Exchange Group. The Group Organizer is not entitled to receive from the Exchange Group a salary, remuneration or employee benefits for the work performed in relation to the Exchange.

OPTION #2 – IF THE GROUP ORGANIZER IS AN EMPLOYEE OF THE EXCHANGE GROUP: The parties acknowledge that the Group Organizer is an employee of the Exchange Group, but agree that the work performed by the Group Organizer on behalf of the Exchange Group in relation to the Exchange and as described herein is on a volunteer basis. The Group Organizer acknowledges and agrees that he/she has voluntarily agreed to participate in the Exchange as the Group Organizer, that the work is in no way part of or related to his/her regular employment duties, and that the Group Organizer is not entitled to receive from the Exchange Group any additional salary or remuneration for such work.

1.2 The Group Organizer shall not have the authority to bind or do any act on behalf of the Exchange Group except as specifically authorized by the terms of this Agreement or by other written instructions of the Exchange Group.

2. Responsibilities of the Group Organizer

2.1 The Group Organizer shall be the primary contact person of the Exchange Group for all matters relating to the Exchange and shall have the following duties and responsibilities:

- (a) read, view, participate in and/or complete all pre-exchange training sessions and resource materials provided by Experiences Canada;
- (b) abide by Experiences Canada's – Exchanges' policies and procedures, including Experiences Canada's Group Organizer manual;
- (c) select the participants in the Exchange, in accordance with the eligibility criteria established by Experiences Canada;
- (d) confirm that a vulnerable sector check has been obtained for every person aged eighteen (18) or older who will participate in the Exchange, including the Group Organizer, chaperones and every person who is ordinarily a resident of a host family home or who is regularly at the premises, in accordance with the Master Agreement;
- (e) arrange for appropriate, safe and secure home families and ensure that all reference checks are completed for visiting exchange participants according to Experiences Canada's policies and procedures;
- (f) ensure that parents, participants, chaperones and the Exchange Group are kept fully informed of all aspects of the Exchange;
- (g) work with and maintain regular and timely communication with the group organizer of the twin exchange group to organize the Exchange;
- (h) take reasonable and appropriate measures to ensure the physical safety and security of all participants involved in the Exchange;
- (i) keep Experiences Canada fully informed of all aspects of the Exchange in a timely manner or as requested and submit all fees, forms, waivers and other information to Experiences Canada in accordance with the Exchange Timeline referenced in the Master Agreement;
- (j) keep and maintain sufficient documents and records to enable Experiences Canada to verify and, if necessary, demonstrate to Experiences Canada's reasonable satisfaction, the Exchange Group's compliance with the terms and conditions of the Master Agreement; and

- (k) perform such other duties and responsibilities as the Exchange Group or Experiences Canada may direct.

2.2 Without limiting the generality of the foregoing, the Group Organizer shall also perform the following duties, which are required by Experiences Canada as a condition and in recognition of the Funding:

- (a) provide to Experiences Canada a proposed learning plan, a projected budget and final itinerary for the Exchange;
- (b) recruit and provide support to a youth ambassador within the group of Exchange participants to document and report on the Exchange to Experiences Canada;
- (c) share access to social media feeds with the program coordinator assigned to the Exchange Group by Experiences Canada;
- (d) distribute promotional items (t-shirts, etc.) to participants and encourage them to wear or display them while participating in Exchange-related activities;
- (e) be responsible for signing off on the final purchase memo that sets out the details of the travel arrangements made for the eligible Exchange participants and chaperones;
- (f) send quality testimonials & photos to Experiences Canada no later than (30) days after the Exchange is completed;
- (g) reach out to the federal Member of Parliament and local media within the host municipality of the Exchange Group to inform them of the Exchange and any activities taking place during the Exchange;
- (h) brand the Exchange as an Experiences Canada exchange and using Experiences Canada's logo and templates in official communications about the Exchange in accordance with Experience Canada's guidelines and policies;
- (i) encourage participants and parents to complete the surveys, questionnaires and evaluations provided by Experiences Canada and its funders for the purposes of assessing the impact of the exchange program and improving the program for future participants; and
- (j) complete all final reporting requirements imposed by Experiences Canada.

2.3 The Group Organizer confirms having received a copy of the Master Agreement and that he/she has read and understands the Master Agreement. The Group Organizer agrees to comply with the terms of the Master Agreement as they relate to his/her activities as Group Organizer.

3. INDEMNIFICATION

3.1 The Exchange Group shall fully indemnify and hold harmless the Group Organizer against any and all claims for loss, damage, or injury of whatever kind or nature in any way associated with or arising out of participation in the Exchange by the Group Organizer, participants, parents, or anyone else, unless the claim arises from the negligence of the Group Organizer.

4. GENERAL PROVISIONS

4.1 No amendment or modification of this Agreement shall be binding unless in writing and signed by the parties.

4.2 This Agreement shall be construed strictly in accordance with the laws of the Province of Ontario, Canada, to the exclusion of the laws of any other forum, and the parties shall adjourn to the jurisdiction of the courts of the Province of Ontario.

4.3 This Agreement may be executed in counterparts, each of which shall constitute an original and all of which taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date first written above.

Salt Spring Elementary
[NAME OF ORGANIZATION/SCHOOL]

Shelly Johnson, Principal

Per: Shelly Johnson

[Name & Title of the person authorized to sign this Agreement on behalf of the Exchange Group]

*I have authority to bind the corporation***

Shelly Johnson

[Signature of the person authorized to sign this Agreement on behalf of the Exchange Group]

Maia Villancourt
Signature of witness

Charolbe Mitchell
Signature of Group Organizer

Maia Villancourt
Name of witness (please print)

Charlotte Mitchell
Name of Group Organizer (please print)

****The person authorized to sign this Agreement on behalf of the Exchange Group Organization or School cannot be the Group Organizer.**

2022/2023 District Enrolment, SD64 Gulf Islands

September 30, 2022

School	K	1	2	3	4	5	6	7	8	9	10	11	12	Total	Part-time MOE funded			Unfunded		Projected * Feb 10 2022	Difference	Staffing by Formula March 17	Difference	Sept 2022 1701 FTE Funded	Sept 2021 1701 FTE Funded	Sept 2020 1701 FTE Funded	Sept 2019 1701 FTE Funded
															SU	Adult U	GA	International	Homeschool								
Fernwood	17	28	19	25	27	32	17	28						193				3	226	-33	223	-30	193	204	165	192	
Fulford	17	20	18	16	25	15	17	18						146				2	128	18	130	16	146	114	100	94	
Galiano	9	8	10	11	7	7	2							54					50	4	51	3	54	44	53	50	
GISS									102	106	128	129	108	573	4		2	47	571	2	582	-9	604.0625	594.875	485.313	467	
- Phoenix Pl.										2	2	6	7	17			1		4	13		17		18	7		2
- CE														0					0	0		0					0
64Go! (FTE)		2			1	2	5	1			2	3.25	3.25	0.75	20.25		0.25		0	20.25	2	18.25	16.25	0.625			
Mayne	2	6	7	2	4	1	3	2						27					28	-1	27	0	27	30	29	22	
Pender	14	7	10	10	12	13	14	20	19	21				140				12	139	1	138	2	138	126	101.313	113.938	
Phoenix Elem.	3		3		4	8	4	12						34					34	0	37	-3	34	39	41	54	
- Hosp. Home														0					0	0		0					
Saltspring Elem.	23	16	28	20	22	25	44	60						238					226	12	215	23	238	198	157	161	
Saturna/SEEC	5	0	2	2	4	1					5	6	1	26					23	3	23	3	26	20	20.1875	22	
SIMS																				0		0			86	279	300
Totals	90	87	97	86	106	104	106	141	121	131	138	144	117	1468.3	4	0.25	3	47	17	1429	39.25	1428	40.25	1494.3125	1463.5	1430.81	1477.94

*Note: Projected numbers prior to FI and Hub attendance confirmation

Difference (Sept 2022 - Projected): **39.25**

Headcount including part-time MOE funded
and International students: **1522.5**

Island Leadership Coalition

Building Leadership Capacity

Day 1: Leadership Identity

8:30-9:00	Welcome/Acknowledgement Think Aloud & Modeling of the Acknowledgement Table Group Discussions First Peoples Principles (2 of the 6 R's...Relationship/Reverence) Connection to the Leadership Standards
9:00-9:45	Leadership Identity
9:45-10:00	Facilitated Dialogue
10:00-10:15	Break
10:15-10:45	Local Ted Talk featuring PVPs from SD 71
10:45-11:00	Dialogue Prompt
11:00-11:45	Case Studies
11:45-1:00	Lunch
1:00-3:00	Leadership Identity District Groupings Whole Group together



October 24, 2022

Ref: 284953

To Superintendents:

I would like to provide some additional information further to the communication you received Thursday, October 6, 2022, about the calendar amendment to reflect the closure of schools for the National Day of Mourning on September 19, 2022.

As mentioned at that time, the Ministry will be updating the School Calendar Regulation to reflect the amendment by reducing the prescribed minimum hours of instruction by five hours.

There have been a lot of questions received to date about sending in amended calendars. To make things easier, we will amend all 2022/23 school calendars on file on your behalf. When the School Calendar Regulation is amended, Ministry records will be updated to reflect:

- The reduction of hours of instruction by five hours;
- The reduction of the Days in Session and Days of Instruction by one day.

Districts will be notified once the School Calendar Regulation has been amended. Calendar contacts should update their public facing calendars on district websites as soon as practicable. Please note that sending in the updated school calendar template is not required.

Districts for whom September 19, 2022 was listed as a non-instructional day are asked to send an email to EDUC.SchoolCalendars@gov.bc.ca indicating when the rescheduled non-instructional day will occur. Districts should make this information publicly available on their public facing calendars on district websites.

Thank you for your patience as we navigate these amendments. Further questions regarding the School Calendar Regulation amendment, can directed to EDUC.SchoolCalendars@gov.bc.ca.

Sincerely,

Christina Zacharuk
Deputy Minister

Priority Number	School Facility #	Project Number	School Name	Project Type	Program	Year One 2023	Year Two 2024	Year Three	Year Four	Year Five	
1	64002	150447	Saltspring Elementary	Seismic Mitigation Program - Seismic Upgrade	Seismic	\$ 5,000,000.00	\$0	\$0	\$0	\$0	
1a	99011	150447	Phoenix Elementary	Seismic Mitigation Program - Seismic Upgrade (Combined project with Saltspring Elementary)	Seismic	\$ -	\$0	\$0	\$0	\$0	
2*	64002	155319	Saltspring Elementary	School Enhancement Program - Mechanical Upgrades - Replace Air Handling Units. Phase 2.	CNCP	\$ 375,000.00	\$0	\$0	\$0	\$0	
3*	64002	151416	Saltspring Elementary	School Enhancement & CNCP Programs - Window replacements.	CNCP	\$ 400,000.00	\$0	\$0	\$0	\$0	
4*	64002	159545	Saltspring Elementary	School Enhancement Program - Accessibility Upgrade	SEP	\$ 150,000.00	\$0	\$0	\$0	\$0	
5*	64002	155273	Saltspring Elementary	School Enhancement Program - Roof Replacement	SEP	\$ 200,000.00	\$0	\$0	\$0	\$0	
*These projects at SSE must take place at the same time as the Seismic upgrade. We will include a note to the Ministry that we should only be awarded these when Seismic is approved.											
6	64010	159544	Gulf Islands Secondary	School Enhancement Program - Universal Washroom/Change Rooms (combined with Pender and Saturna)	SEP	\$ 300,000.00	\$0	\$0	\$0	\$0	
7	64010	151420	Pender Island	School Enhancement Program - Lighting Upgrade	CNCP	\$ 300,000.00	\$0	\$0	\$0	\$0	
8	64010	151705	Fulford Elementary	School Enhancement Program- Roof Replacement	SEP	\$ 450,000.00	\$0	\$0	\$0	\$0	
9	64010	159542	Fulford Elementary	School Enhancement Program - Lead Plumbing Mitigation (combined with Hub)	SEP	\$ 100,000.00	\$0	\$0	\$0	\$0	
10	64010	159614	Fulford Elementary	Playground Enhancement Program - Replace playground.	PEP	\$ 165,000.00	\$0	\$0	\$0	\$0	
11	64008		Pender Island	School Enhancement Program - Mechanical Upgrades - Replace Air Handling Unit Phase 1	CNCP	\$0	\$275,000	\$0	\$0	\$0	
12	64005	151417	Galiano Community	School Enhancement Program - Lighting Upgrade	CNCP	\$0	\$200,000	\$0	\$0	\$0	
13	64010		Gulf Islands Secondary	School Enhancement Program - Roof Replacement (Phase 3)	SEP	\$0	\$375,000	\$0	\$0	\$0	
14	64002		Saltspring Elementary	School Enhancement Program - Universal Washroom/Change Rooms (combined with Fulford)	SEP	\$0	\$100,000	\$0	\$0	\$0	
15	64003	151419	Mayne Island	School Enhancement Program - Lighting Upgrade	CNCP	\$0	\$160,000	\$0	\$0	\$0	
16	64007		Fernwood Elementary	Seismic Mitigation Program - Seismic Upgrade	Seismic	\$0	\$0	\$2,000,000	\$1,300,000	\$0	
17	64009		Fulford Elementary	Seismic Mitigation Program - Seismic Upgrade (Combined project with Fernwood Elementary)	Seismic	\$0	\$0	\$0	\$0	\$0	
18	64003		Mayne Island	School Enhancement Program - HRV / HP classroom/Gym heating and ventilation upgrade	CNCP	\$0	\$0	\$485,000	\$0	\$0	
19	64009		Gulf Islands Secondary	School Enhancement Program- Roof Replacement (Phase 4)	SEP	\$0	\$0	\$450,000	\$0	\$0	
20	64007		Fernwood Elementary	School Enhancement Program - Universal Washroom/Change Rooms (combined with Phoenix E)	SEP	\$0	\$0	\$100,000	\$0	\$0	
21	64003		Mayne Island	Seismic Mitigation Program - Seismic Upgrade	Seismic	\$0	\$0	\$0	\$700,000	\$1,000,000	
22	64005		Galiano Community School	Seismic Mitigation Program - Seismic Upgrade (Combined project with Mayne Island)	Seismic	\$0	\$0	\$0	\$0	\$0	
23	64006	151707	Galiano Community School	School Enhancement Program - Mechanical Upgrades - Gym furnace and ventilation upgrade,	SEP	\$0	\$0	\$0	\$431,500	\$0	
24	64010		Gulf Islands Secondary	School Enhancement Program - Roof Replacement (Phase 5)	SEP	\$0	\$0	\$0	\$331,833	\$0	
25	64010		Gulf Islands Secondary	School Enhancement Program - Lighting Upgrade	CNCP	\$0	\$0	\$0	\$500,000	\$0	
26	64003		Mayne Island	School Enhancement Program - Universal Washroom/Change Rooms (combined with Phoenix P)	SEP	\$0	\$0	\$0	\$100,000	\$0	
27	64004		Saturna Elementary	Seismic Mitigation Program - Seismic Upgrade (Combined project with Pender Islands)	Seismic	\$0	\$0	\$0	\$0	\$0	
28	64008		Pender Island	Seismic Mitigation Program - Seismic Upgrade	Seismic	\$0	\$0	\$0	\$0	\$750,000	
29	64006		Galiano Community School	School Enhancement Program - Universal Washroom/Change Rooms	SEP	\$0	\$0	\$0	\$0	\$100,000	
Annual Total											
SSE Seismic						\$6,125,000					
All Other						\$1,315,000	1,110,000	3,035,000	3,363,333	1,850,000	



Draft Summary Committee of the Whole – SD 64 (Gulf Islands)

In attendance

Committee: Tisha Boulter (chair), Chaya Katrensky (vice chair), Janelle Lawson (trustee), Greg Lucas (trustee), Rob Pingle (trustee)

Staff: Scott Benwell (superintendent), Jesse Guy (secretary treasurer), D’Arcy Deacon (associate superintendent), Boe Beardsmore (director of instruction), Lori Deacon (executive assistant)

Guests: Ian Mitchell (GITA), Adrian Pendergast (GIPVPA)

Regrets: Stefanie Denz (trustee), Shelley Lawson (trustee)

Called to order 11:13 a.m.

1. Adoption of Agenda

Agenda adopted by consensus.

2. Approval of Summary

Summary of April 27, 2022 adopted by consensus.

3. New Business

a. Farewells and Gratitude

Three trustees will not be seeking reelection (Shelley Lawson, Stefanie Denz, and Janelle Lawson). Tisha acknowledged the work and challenges that trustees have undertaken these past four years and presented a gift to Janelle on behalf of the Board. Shelley and Stefanie will receive their gifts at a later date.

Those present expressed their gratitude to the current Board and those leaving, and shared experiences working with trustees.

Discussion regarding trustee orientation and resources.

4. Other Business

5. **Next Meeting:** November 23, 2022

6. **Adjournment:** 11:49 a.m.