



SPECIAL BOARD MEETING MINUTES

THURSDAY, MAY 1, 2014

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

ATTENDEES

Trustees

Lynette Kershaw	Chairperson
Ross Milligan	Vice-Chairperson
Eve Flynn	Trustee
Julie Austin	Trustee
Barry Kurland	Trustee

Administration

Rollie Koop	Superintendent of Schools
Gillian Wilson	Assistant Superintendent
Sheila Spendlove	A/Director of Instruction
Ryan Hung	Assistant Secretary Treasurer (Secretary Treasurer Designate)
Karin Hergt	Executive Assistant

Education Partners

Qualicum District Principals/Vice Principals Association (QDPVPA)
Canadian Union of Public Employees (CUPE) Local 3570
Mount Arrowsmith Teachers' Association (MATA)
District Parents Advisory Council (DPAC)

Regrets:

Erica Bailey	Secretary Treasurer
--------------	---------------------

1. CALL TO ORDER

Chair Kershaw called the meeting to order at 7:01 p.m.

2. REPORT OUT ON MOTIONS PASSED AT A SPECIAL BOARD MEETING HELD ON APRIL 30, 2014

Chair Kershaw reported on the following motions passed at a Special Board Meeting held on April 30, 2014.

a. Amended Annual Facility Grant Allocations

The first was to approve the amended Annual Facility Grant allocations. One adjustment had been made to the document presented at the April 22nd Board Meeting, of which to funds originally allocated to a project at Bowser Elementary have now been redirected to Ballenas Secondary. It was noted that changes can be made to the Annual Facility Grant allocations in the future if a project is identified at a later date that should take precedence over those currently listed.

A vote on the following motion was conducted and was unanimously passed by the Board:

THAT the Board of Education of School District 69 (Qualicum) approve the amended Annual Facility Grant allocations for 2014-15.

b. Third and Final Reading to Adopt School Closure Bylaw 2014-03 – French Creek Community School

A vote on the following motion was conducted and was passed by the Board:

THAT the Board of Education of School District 69 (Qualicum) approve third and final reading to adopt the School Closure Bylaw 2014-03 – French Creek Community School at its Special Board Meeting of April 30, 2014. Trustee Austin voted against the motion

The Chair noted Trustee Austin's concern that the Board was out of order and that, given the brevity of the motion, it should not have been presented at the Special Meeting on April 30th but rather at the current Special Meeting already scheduled and announced on April 29th to allow notice to be given to the public of the meeting.

3. SCHOOL CATCHMENT AREAS

a. Catchment Area Presentation

Sheila Spendlove, Director of Instruction, reported that due to the recent decision to close schools and the pending relocation of students and programs, staff have been working to redraw the boundaries and catchment areas for a number of schools.

She then displayed the maps showing the boundary changes and the proposed new catchment areas and provided the rationale for each adjustment.

Staff have also developed a procedure to expedite the cross-boundary process for those students who attend a school that is closing or one that is being repurposed. The deadline for submission of those requests will be May 9, 2014.

Upon approval of the new catchment areas, letters will be sent to schools the next day. The new catchment areas will also be forwarded to Baragar© which will convert the information to the school locator feature on the web-site. This will allow students to identify which school is their catchment area school.

b. Special Public Question/Comment Period

Senior Staff answered question and provided clarification to members of the audience regarding the following topics:

- The expedited cross boundary request and the need for parents to meet the deadline of May 9th. It is a priority option to respect the fact that students are going to school with their peers and can be reassured that when their school is closed they can continue to travel with their peer group.

- Grade 6 students have received a letter advising of the reconfiguration of the District to a K-7/8-12 model. The assumption is that those students will remain in their current school unless they wish to use the expedited cross-boundary procedure to return to their catchment school. From there, staff can determine the staffing allocations.
- Cross-boundary students are not provided with busing. Transportation for cross-boundary students is the responsibility of the parent. They can apply as courtesy riders.
- Transportation from Whiskey Creek to Kwalikum Secondary School
- Consideration for families that currently attend Qualicum Beach schools from the Errington area. At one time students were dropped off at Kwalikum Secondary and a bus would take them to the Qualicum Middle school. During consultation there were 73 students at French Creek Community School who live west of Winchester so the driving patten and siblings at QBMS – unique situation and FCCS rec that people want to be together as a group felt it was important to not have that boundary down middle to split group. Also know there is space at QBMS site and confident that those requests would be approved.
- Those parents who are eligible to submit the expedited cross-boundary requests but do not meet the May 9th deadline would then enter into the regular cross-boundary process which does not guarantee them a space at their school of choice.
- Bus applications are going through revisions and decisions made for routes will be dependent on confirming enrolment at each site.
- The question of whether courtesy riders are eligible for a subsidy will be directed to the General Manager of Operations.
- Before a decision can be made on routes and school start times and bus routes, a decision has to be made on catchment areas.

14-81R

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve the proposed catchment area for Arrowview Elementary School as presented.
CARRIED UNANIMOUSLY

14-82R

Moved Trustee Milligan *Seconded* Trustee Flynn

THAT the Board of Education of School District No. 69 (Qualicum) approve the proposed catchment area for Errington Elementary School as presented.
CARRIED

Trustee Austin voted against the motion

14-83R

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve the proposed catchment area for Nanoose Bay Elementary School as presented.
CARRIED UNANIMOUSLY

14-84R

Moved Trustee Kurland *Seconded* Trustee Milligan

THAT the Board of Education of School District No. 69 (Qualicum) approve the proposed catchment area for École Oceanside Elementary School as presented.
CARRIED UNANIMOUSLY

14-85R

Moved Trustee Milligan *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve the proposed catchment area for the new Qualicum Beach Elementary School as presented.
CARRIED UNANIMOUSLY

14-86R

Moved Trustee Flynn *Seconded* Trustee Milligan

THAT the Board of Education of School District No. 69 (Qualicum) approve the proposed catchment area for Springwood Elementary School as presented.
CARRIED UNANIMOUSLY

4. SCHOOL CALENDARS**a. 2014/15 School Calendar**

Assistant Superintendent Wilson presented the calendars for the 2014/15 school year. The schools' start and end times are unknown at this time; however, they will be included on the calendar prior to distribution to parents by May 31.

14-87R

Moved Trustee Flynn *Seconded* Trustee Milligan

THAT the Board of Education of School District No. 69 (Qualicum) approve, as presented, a School Calendar for 2014/15 with the provision that, by May 31st, all schools will distribute to parents a copy of the final School Calendar 2014/15 that includes all the provisions stipulated in the *School Act*, and the *School Calendar Regulation 314/12*.
CARRIED UNANIMOUSLY

b. False Bay School Calendar**14-88R**

Moved Trustee Milligan *Seconded* Trustee Flynn

THAT the Board of Education of School District No. 69 (Qualicum) approve a school calendar for False Bay School for the 2014/15 school year as presented.
CARRIED UNANIMOUSLY

c. Collaborative Alternative Education Program School Calendar**14-89R**

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve a school calendar for the Collaborative Alternative Education Program (CEAP) for the 2014/15 school year as presented.
CARRIED UNANIMOUSLY

5. **BOARD POLICY 7054: TRANSPORTATION OF STUDENTS BY DISTRICT SCHOOL BUS SERVICE**

Superintendent Koop referred to Board Policy 7054: Transportation of Students by District School Bus Service, which contains walk limits for the current configuration of the District. He also noted that, while the provincial government has established walk limit guidelines, the school district has the ability at the local level to establish its own walk limits. With the exception of Grades 9-12, School District 69 has lower walk limits than those outlined by the Ministry. Superintendent Koop recommended that the policy be forwarded to the District Policy Committees for consideration of removing the stated walk limits to prevent having to revise the policy each year in the event that the Board decides to change them.

Trustee Flynn, Chair of the Board Policy and Policy Advisory Committees clarified that the policy committees would also consider whether it would still be necessary to include the walk limit for rural areas in the regulations of the policy.

14-90R

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) forward a request to the District's Policy Committees to revise Regulation 1 of Board Policy 7054: *Transportation of Students by District School Bus Service* to remove the eligibility walk limits currently noted and, instead, to have it read: *Walk limits are distances determined by the Ministry of Education. Funding is based on provincially established walk limits. The Board of Education of School District 69 will determine these walk limits annually to reflect its own configuration of schools.*

CARRIED UNANIMOUSLY

6. **PUBLIC QUESTION PERIOD**

Trustees and senior administrators received comments and/or answered questions on the following topics:

- Special Board Meeting held April 30, 2014. Trustee Austin reiterated her concern that the public was not given notice of the third reading of the school closure bylaw. To treat the bylaw as a matter of housekeeping was disrespectful to the public and this Board has to look at themselves in terms of our transparency and public accountability. Both the teacher and support staff union presidents stated that they would have appreciated the Board delaying third reading until the May 1st special meeting. The Board Chair noted that the business of the Board was done through the motion passed at the April 29th meeting after which the bylaws were required by the Ministry and it was a means to complete the required legal requirements prior to approving the catchment areas. The Board meant no disrespect in attempting to complete its business; however, in hindsight, it could perhaps have waited until the May 1st meeting.
- Support staff continue to ensure that students are supported in the classroom in spite of the uncertainty and anxiety being felt by members due to the recent decision to close schools.
- Clarification will be provided for less than 12 month employees on whether or not they work on non-instructional days.

-
- Current concerns regarding drop off/pick up and parking issues at Errington Elementary and the potential for increased safety issues when the population increases on that site in September. Staff are working with the Regional District of Nanaimo (RDN) to ensure there is appropriate access at the site to ensure the safety of students. (**NOTE:** *It has since been clarified that the RDN has no jurisdiction over roads and traffic issues; therefore, staff will reach out to the appropriate authorities and see what we can do to facilitate some improvements to the traffic flow and parking.*)
 - Whether the Board is considering the relocation of the School Board Office to empty space at the Winchelsea Elementary site. Where children attend is currently a priority and once that is organized, staff can then review the District's remaining assets and look at other options to repurpose and make the best use of those spaces.
 - Why the roof replacement that was indicated as being required for Winchelsea Elementary School within the next year was not included in the list of Annual Facilities Grant (AFG) projects now that it will be repurposed rather than closed. The Operations & Maintenance staff have not designated that project as a priority for the coming year. It may come forward next year.
 - Principals and Vice Principals are working on a process to provide an orientation to students at their new schools, one of which is occurring this week.
 - There are no guarantees that busing will be provided for those students who currently cross-boundary into French Creek Community School from Qualicum Beach Elementary School so they have the opportunity to attend Errington Elementary school with their peers. However, if a need is identified then staff will reassess the issue.
 - The Board was asked to retain the eligible walk limit of 1.5 km for students in rural areas as currently noted on Board Policy 7054.
 - Whether Bowser Elementary School had the capacity for increased enrolment if the current cross-boundary students from Bowser who attend Qualicum Beach Elementary School choose to return to their catchment area school. Staff noted that a large number of students already attend either Qualicum Beach Elementary School or Arrowview Elementary School as cross-boundary students. Should enrolment increase at Bowser in 2014/15 due to the decision to close the current Qualicum Beach Elementary School, staff could then reconsider whether or not to close Bowser in two years.
 - Parents would like a bus from the Bowser Elementary catchment area to the new Qualicum Beach Elementary School or they will return their children to the catchment school. Students who are currently cross-boundary are not eligible for busing – they are courtesy riders. If a new bus route were added, it would result in a cost of \$50,000. There is a potential for Meadowood residents to be served by the secondary school bus. Staff are considering a range of options; however, until the district has a sense of where the parents' commitment will be to any given school, nothing can be confirmed.
 - Consideration of how many students from French Creek Community School might now choose to attend the new Qualicum Beach Elementary School rather than Errington Elementary School. The District had received the message not to divide the community and are doing what is consistent in most cases and moving students in a block to keep them together. Parents commented that the issue was that the Board made that decision, rather than parents.
 - Correction to the reference to 'False Bay Elementary School' which should read False Bay School. A friendly amendment to the title and motion in agenda item 4.b was noted.

-
-
- The cost of extending the bus route further than Deep Bay rather than adding a new bus to transport students to Bowser Elementary. An extension of the bus route would encroach on the Comox Valley School District.
 - The presentation will be posted on the District's web-site.
 - There is an option for parent to make application to the Secretary Treasurer for a reduction, waiver or payment plan in regard to Transportation fees.

7. **ADJOURNMENT**

Trustee Flynn moved to adjourn the meeting at 8:32 p.m.

CHAIRPERSON

SECRETARY TREASURER