

**MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 85 (VANCOUVER ISLAND NORTH)**

**October 15, 2012**

**CALL TO ORDER:**

The meeting was called to order by Leighton Wishart, Chairperson of the Board of Education, at the School Board Office, Port Hardy, B.C. at 6:00 p.m. with the following in attendance:

Jeff Field, Trustee  
Lawrie Garrett, Trustee  
Eric Hunter, Trustee  
Werner Manke, Trustee  
Carol Prescott, Trustee  
Danita Schmidt, Trustee

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**APPROVAL OF  
MINUTES  
72/12**

Field/Hunter:  
That the minutes of the September 10, 2012 meeting be adopted.  
**CARRIED**

**ADDITIONS TO THE  
AGENDA**

Cheslakees community forum  
Response to high-profile tragedy  
Judy Halbert and Linda Kaser follow-up visit  
5 year capital plan summary  
Policy committee report  
BCPSEA regional meeting report  
Smart boards

**ADOPTION OF  
AGENDA  
73/12**

Garrett/Manke:  
That the agenda be adopted with additions.  
**CARRIED**

**BEAR AWARE**

Superintendent Scott Benwell shared a letter that was sent to schools regarding the "Bear Aware" program.

**CHAN NOWOSAD  
BOATES**

Secretary-Treasurer John Martin shared a letter from the external auditors. The letter stated that SD 85 has effective internal controls in place and thanked the Board and staff for their co-operation during the audit visit.

**HUMAN RIGHTS  
TRIBUNAL**

Mr. Martin shared a letter from the B.C. Human Rights Tribunal rejecting the District's application for approval of its Employment Equity Program. Mr. Martin explained that the District would either have to resubmit its application or try a new approach which would involve the development of a special program.

**2012-2013 SCHOOL  
PLAN APPROVALS**

All 2012-2013 school plans were circulated to Trustees for approval. Individual school plans will be presented throughout the year during Trustee school visits.

**74/12**

Hunter/Schmidt:

That all 2012-2013 school plans be approved.

**CARRIED**

**BAA COURSE  
APPROVAL  
75/12**

Garrett/Field:

That Field Studies 12A be approved as a Board/Authority Authorized course.

**CARRIED**

**NEW MINISTER OF  
EDUCATION**

Dr. Benwell shared an announcement naming Comox Valley MLA Don McRae as the new Minister of Education.

**COORDINATED  
WORKFORCE  
INITIATIVE**

Dr. Benwell shared an SD#85 and Mount Waddington Coordinated Workforce initiative to connect SD85 students with local industry.

**CHESLAKEES  
COMMUNITY FORUM**

Dr. Benwell shared an invitation to a community forum on November 20, 2012 regarding the Chelsakees Early Learning Centre. The forum is being organized by Sunset Vice-Principal Dan Baker

**RESPONSE TO HIGH  
PROFILE TRAGEDY**

Dr. Benwell shared a message from the Ministry of Education that was sent to administrators regarding the Amanda Todd tragedy. The message included information and resources designed to help administrators and teachers recognize signs of suicidal and copying behaviours in students.

**NEW EMPLOYEE  
ORIENTATION**

Assistant Superintendent Katherine McIntosh was happy to report the success of the recent New Employee Orientation sessions September 26<sup>th</sup> and 27<sup>th</sup>. The south zone session took place at the U'mista Cultural Centre in Alert Bay and the north zone session was held at the Quatse River Hatchery in Port Hardy. A small grant from the Ministry was used and allowed for an opportunity to inform new employees about district goals of inquiry, reading, and First Nations Education.

**SUNSET FIELD TRIP**

Ms. McIntosh presented the Board with a field trip request. Sunset School principal Rena Sweeney is planning to take a class of grade 5 students on a caving tour with North Island Day Trippers Guides to Anutz Lake and Little Husan caves on October 26, 2012. A detailed safety plan is in place and all requirements for a high-risk field trip will be adhered to.

**76/12**

Field/Prescott:

That the Board approve the Sunset School caving trip to Anutz Lake and Little Husan caves on October 26, 2012.

**CARRIED**

**EKE ME-Xi FIELD  
TRIP**

Ms. McIntosh explained that Eke Me Xi School was planning a high risk field trip but required more time to prepare. Ms. McIntosh would be bringing the field trip request to the November board meeting for approval.

**NORTH ISLAND  
FORUM**

Ms. McIntosh reported that on October 4<sup>th</sup>, the District hosted a North Island forum to discuss new graduation requirements. A group of 23 parents, teachers, administrators, students and community members attended the session. The facilitated discussions generated many recommendations that have been relayed back to the Ministry of Education.

**JUDY HALBERT AND  
LINDA KASER  
FOLLOW UP VISIT**

Ms. McIntosh was pleased to announce that Drs. Judy Halbert and Linda Kaser will be returning to the North Island on November 4-5. Linda and Judy will work with administrators on their school inquiry projects, help host this year's School Planning Council training session, and sit with trustees to discuss the "characteristics of transformative school districts".

**DISBURSEMENTS  
AUG 2012 AND SEP  
2012  
77/12**

Field/Manke:  
That the August 2012 and September 2012 disbursement statements be approved.

**CARRIED**

**SCC APPLICATION**

Secretary-Treasurer John Martin shared letters from the 'Namgis First Nation and the Village of Alert Bay supporting the District's SCC application to renovate the Cormorant Island Community Learning Centre.

**78/12**

Hunter/Garrett:  
That the proposed application for the 2012 Supporting Neighbourhood Learning Centres (School Community Connections) grant on behalf of School District No. 85 (Vancouver Island North) and the Cormorant Island Community Learning Center be approved.

**CARRIED**

**5 YEAR CAPITAL  
PLAN SUMMARY**

Mr. Martin shared a summary of the District's Five Year Capital Plan. The plan includes the purchase of three new school buses as well as a mechanical upgrade to PHSS.

**79/12**

Field/Manke:  
That the Five Year Capital Plan Summary be approved.

**CARRIED**

**COMMUNITY  
CONSULTATIONS**

Dr. Benwell and Mr. Martin shared a draft schedule for consultation with communities to invite public input into the development of the Strategic Plan and Trustee electoral areas.

**POLICY COMMITTEE  
80/12**

Field/Manke:  
That PM 4-80 Sexual/Personal Harassment receive 2<sup>nd</sup> reading and be circulated for feedback.

**CARRIED**

81/12

Field/Manke:

That changes to the following policies be approved:

PM 2-80 Criteria for Board/Authority Authorized Courses

PM 2-100 Field, Athletic and Cultural Trips

PM 140 Freedom of Information and Protection of Privacy – Fee Schedule

PM 2-160 Student Personal Records

**CARRIED**

In an effort to replace outdated language and incorrect references to the School Act, a number of policies were reviewed and amendments were proposed for Board approval.

82/12

Field/Manke:

That the changes to the following policies be approved:

PM 3-10 Additional Cost of Business Insurance

PM 3-20 Boarding Allowance

PM 4-140 Evaluation of Employees Not Covered by Collective Agreements

PM 4-20 Hiring

PM 4-40 Professional Development

PM 4-42 Standards of Conduct for Employees

PM 4-44 Return to Work

PM 4-46 Employee Attendance Support

PM 4-60 Student Teachers

**CARRIED**

**BCPSEA REGIONAL MEETING**

Trustee Field attended the North Island Regional BCPSEA meeting on September 26<sup>th</sup> in Campbell River along with Chairperson Wishart and Secretary-Treasurer John Martin. The brief information session provided updates on teacher bargaining, essential services legislation, and co-operative gains.

Trustee Field will also be attending the BCPSEA Symposium in Vancouver October 25-26.

**SMART BOARDS**

Trustee Manke shared a concern regarding Smart Board light bulbs.

**TRUSTEE SHARING**

Trustee Manke enjoyed the school visit to NISS and the positive atmosphere of the school.

Trustee Hunter enjoyed the school visit to NISS and stated how relaxed and comfortable Jay Dixon was in the difficult role of a high school vice-principal.

Trustee Field enjoyed the day as well and stated how encourage he was that the school was providing so much choice for its students.

Trustee Prescott stated how the whole culture and tone of the school appears to have changed for the better.

Trustee Garrett attended the North Island New Graduation Requirements Forum and enjoyed the different perspectives of the other participants. He also attended the AJES September PAC meeting.

Chairperson Wishart spoke of a ELL student who was learning to speak English and was doing very well.

**DPAC  
REPRESENTATIVE**

No DPAC representative present.

**VINTA  
REPRESENTATIVE**

VINTA President Fred Robertson expressed his view that although BCPSEA is asking for more trustee input, the Provincial Government will do what it wants to do.

Mr. Robertson explained that the court dates for the Court of Appeal ruling regarding Bill 33 have been postponed.

Mr. Robertson stated that one should never under-value real collaboration and consultation. When collaboration and consultation work, it brings about consensus, and people “buy in”.

**CUPE  
REPRESENTATIVE**

CUPE President Jody Welch reported that the joint harassment workshop has been rescheduled for October 25, 2013 and that job evaluation will be set for next month. She also reported that the draft contract has been finalized but not yet signed.

**ADJOURNMENT  
83/12**

Prescott:  
That the regular meeting of October 15, 2012 be adjourned at 7:05 p.m.

**CARRIED**

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Chairperson of the Board

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Secretary-Treasurer