



AGENDA

February 7, 2013 – 7pm
District Resource Centre
6843 Central Saanich Road
Victoria BC V8Z 5V4

- 1) Welcome and Introductions
- 2) Approval of the Agenda
- 3) Approval of the Minutes – Attached
- 4) Guest Speaker – Holly Mair – SIDES (re: distributed learning programs)
- 5) Reports from STA – Sean Hayes
- 6) Reports from CUPE – Dean Coates
- 7) Reports from COPACS Executive
 - a. President: Nancy Borden
 - i. VIPC – Sold Out – 12 attending from Saanich (250 seats)
 - ii. Math Parent Information Night – Paul Ledet, KUMON
 - b. Board Committee Rep: James Taylor/Barb Schultz (attached)
 - c. Treasurer – Tom Nieman
- 8) Report from Board Office – Keven Elder
- 9) Old Business
- 10) New Business

a. **Darren Laur Presentation:**

Internet/Social Media Safety Education and Digital Citizenship 101 for Parents

- Tuesday, Feb 19th @ 7pm
- ROMS- room tba once a better idea of numbers.....
- cost \$400 payable night off (approved \$500 already)
- use of extra \$100 approved to go towards printing of flyers and goodies/tea/coffee presentation night

b. **Colleen Politano: (title tba colleen is working on it)**

Supporting Literacy in the Early Years (audience k-3+)

Goal of this workshop is to share current practice teachers using teaching literacy, how parents can support this effectively at home as well as providing parents an opportunity to share concerns etc. Also to provide an opportunity to engage sd63 parents early on in their school experience.....

- Tuesday, March 5th @ 7pm
- Prospect Lake Elementary
- cost- gift card- amount to be decided by us: *Motion to approve funds for gift card*
- pre-registration needed
- would like to have parents asked to bring book donation for 100x5 project- have not yet contacted confirmed details of this

c. **Steven Newlove:**

Restorative Practices

- Tuesday, April 23rd @7pm
- Bayside Middle School
- cost- gift card- amount to be decided by us: *Motion to have COPACS pay for gift card*

d. **Allison Rees of *life seminars*:**

Side Stepping the Power Struggle-*looking at kid's behaviour and how to help them develop a healthy sense of self and ability to take responsibility.*

- Tuesday, May 28th @ 7pm
- location tba.....will confirm once monies approved
- cost: \$500: *Motion to have COPACS pay \$500.00 to pay for the Allison Rees presentation.*

11) Next Meeting – Mar 7, 2013 – 7pm

12) Motion to Adjourn



General Meeting Minutes

January 10, 2013 – 7:00 pm

District Resource Centre
6843 Central Saanich Road
Victoria BC V8Z 5V4

Attendees:

COPACS Executive: Nancy Borden, Cathy Fountas, Martine Lunke, Tom Niemann, Barb Schultz, James Taylor.

PAC delegates and parents: Melissa Drolet, Angie Walters, Jennifer Langard.
Canadian Parents for French: Kim Currie

Board Office: Keven Elder.

Board of Education: Jim Standen, Helen Parker, Barb Menzies.

CUPE: Dean Coates

STA: Sean Hayes

FORCE: Lisa Tate

1) Welcome and Introductions

2) Approval of the Agenda

Motion to adopt the agenda: Addition of 3a) Presentation by Lisa Tate from the F.O.R.C.E. society for kids' mental health. 1. Barb Schultz, 2. Cathy Fountas, agenda approved as amended.

3) Approval of the minutes from December 6, 2012. Addition under 4, Ed. Directions: Claremont global solutions, Stelly's Project 10. 1. Barb Schultz, 2. Angie. Minutes approved as amended.

3a) Presentation by Lisa Tate on the FORCE society for kids' mental health.

The FORCE society was started by parents who wanted the parent voice better recognized in the health and education systems. There are 22 local reps, who are parents with real-life experience. They mentor other parents, help navigate the systems, find community resources and generally try to empower the parents whose children are dealing with mental health issues. There is a support group called "In the Know" that hosts a parent education evening every month and provides a talk by an expert, which is video streamed in the 22 sites throughout BC. Presentations are also archived and available later on the website. FORCE is also behind the program "Friends for Life", an anti-anxiety program for children used in schools. They have produced a guide to mental health for parents in collaboration with VIHA . They work with school councillors and do information evening in schools. More information is available at www.forcesociety.com.

4) Report from Board Office: Keven Elder.

Keven Elder expressed his appreciation for the involvement of parents in the district and for the positive relationships with CUPE and the STA. SD63 is working in partnership with the local First Nations and has an Aboriginal Education Enhancement Agreement (EA). (According to the Ministry of Education's website, EAs are working agreements between a school district, all local aboriginal communities and the Ministry of Education to enhance the educational achievement of aboriginal students, and include requirements that the school district provide strong programs on culture). More and more schools are embracing the goals of the enhancement agreement.

Nancy McDonald is the person in charge of the Threat Assessment Protocol and is coordinating efforts with community partners to enhance student safety.

4b) Report from the School Board: Jim Standen

The budget process is beginning for the 2013-2014 school year. The Board will get into consultations with all the interested parties as soon as they receive the final report from the Secretary-Treasurer. Various consultation meetings will be scheduled.

The Board approved funds for 0.8 FTE Elementary Councillor. School councillors are usually certified psychologists with a Master's or PhD degree.

5) Reports from the Saanich Teachers Association: Sean Hayes

The STA and BCTF are heading back into bargaining with the current teachers' contract expiring at the end of the school year. The STA is hoping for a quiet round, both locally and provincially. With the Cooperative Gains Mandate imposed by the government, any salary increase should come out of efficiencies and savings made elsewhere in the budget.

6) Report from CUPE: Dean Coates

Provincial bargaining is under way under the constraints imposed by the Cooperative Gains Mandate. CUPE does not want pay increases for the staff to come at the expense of existing services and programs.

7) Reports from the COPACS executive:

7a) Parent education: Sarah Ommundsen sends her regrets, but would like parents reminded about two upcoming events:

- the Vancouver Island Parent Conference on Saturday February 23 from 8:30 to 4:30 at Spectrum High School. COPACS is happy to be able to fund the registration fees of parents who wish to attend. Please submit your receipts to the COPACS executive. COPACS would appreciate if attending parents could provide some feedback on the conference.
- There is an evening session on Internet Safety presented by Darren Laur on February 19 at Royal Oak Middle School. It is open to all parents.

7b) Board Committee Reps: Barb Schultz and James Taylor. –See attached reports.

Educational Directions:

- ERASE: students can now report bullying anonymously through the school district or school websites. The codes of Conduct are being reviewed by the school district. SD63 believes that they should include consequences for bullies.
- Letters will be going out to parents about the FSA. The exams are mandatory and there are specific conditions under which the students can be exempted. Administrators will call all parents who wish to have their children exempted.

Motion that COPACS request of the Board of Trustees that there be a seat for a parent representative on the District Safe Schools Committee. 1. James Taylor, 2. Barb Schultz. Motion passed.

Finances & Facilities:

The committee recommended to terminate at phase 1 the proposed contract with Fortis Energy, due to ambiguity in terms of safeguards for the interests of the district.

7c) Treasurer: Tom Niemann

We have a total of about \$12,600 in both our accounts, with approximately \$4,600 of commitments against it. We have money to spend and need some good project ideas.

Motion to reimburse each PAC in the district for the cost of a cartridge of toner and a box of paper, up to \$150 per school, in order to facilitate communication with the parents. 1. Melissa Drolet, 2. Cathy Fountas. Motion passed.

Motion to provide up to \$150 for refreshments for the information night "Anxiety in Children and Youth" at Claremont. 1. Barb Schultz, 2. Melissa Drolet. Motion passed.

A suggestion was made that COPACS start a safety campaign involving buying whistles for young girls walking alone, after a couple of incidents in which young girls were approached by a man around a local school. It was decided that further research needed to be done as to how effective such a campaign would be and what other effects such a campaign might have on schools and students.

The education partners (School Board, School Admin, STA and CUPE) were released from the meeting at 8:05 and the remainder of the meeting was conducted with only COPACS executives and parent reps in attendance.

President: Nancy Borden

Concerns were raised at the last COPACS meeting about how the feedback collected on the week of school closure in the Spring was reported out to the School Board. Nancy expressed her concerns that the breakdown of the respondents in categories (parents versus staff, etc) was not clearly communicated to the Board. The great majority of respondents were

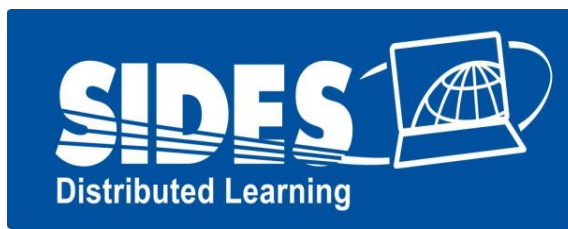
staff of SD63, and their concerns would differ from those of the parent population at large, possibly skewing the results of the survey. She read out an e-mail from Keven Elder that was written following this meeting. Nancy asked for the backing of COPACS to present a response from COPACS at the next Board meeting, in the form of a document titled "Feedback on Feedback", which was circulated and discussed. This document is intended as positive constructive suggestions on how to better solicit and report feedback from the school community. Several suggestions were made to alter the document.

Motion that Nancy Borden re-work the "Feedback on Feedback" document and incorporate the suggestions made at the meeting, and send it via e-mail to the executive and COPACS reps for feedback and approval prior to presenting it at the Board meeting. 1. Barb Schultz, 2. James Taylor. Motion passed.

Cathy Fountas has produced a document entitled "2013-14 School Year Proposed Calendar – Impact Analysis", which includes data from Census Canada 2011, Census Canada 2006 and the Cost of Living Calculator from the Welcome BC website. This document hopes to provide data on demographics and financial earnings of families in the Saanich School district and inform the Board as they make decisions on the week of School Closure in spring, considering that the decision for 2014 has to be made before the impact of the closure in 2013 can be assessed. The document was distributed.

Motion to present the document "2013-14 School Year Proposed Calendar – Impact Analysis" to the School Board to help inform their decision regarding the proposed one-week school closure in the Spring of 2014. 1. Nancy Borden, 2. James Taylor. Motion passed.

The meeting was adjourned at 9 pm.



South Island Distance Education School

Secondary and Adult Program Open House

February 20, 2013

4:30 – 6:00pm

Come learn what SIDES can offer you and your family at our upcoming Open House. Current students, prospective students and parents are welcome to come meet with teachers, administrators and counselors to learn more about our programs and the role we may be able to play in your overall educational program. We look forward to meeting you and answering your questions!

If you cannot attend this information session but would like more information, you can also call our main office 250-479-4979 and ask to speak with a SIDES counselor. Also, feel free to peruse our website at www.sides.ca for a full listing of the courses we offer.

We are located at 4575 Wilkinson Road.



This is a unique opportunity to have so many presenters gathered in one location. They will be available to answer your specific questions in a one to one setting.

Preparing students for the world

The diversity of presenters matches the diversity of special needs individuals so please; take this opportunity to explore the many possible options for your child/charge.

Presenters

TeenWork CanAssist - UVIC
Resource Centre for Students with a Disability – Transition and Planning (TAP) - UVIC
Disability Resource Center (DRC) – Camosun College
Employment Training and Preparation (ETP) – Camosun College
Steps Forward - UVIC
Community Living British Columbia
Garth Homer Society
Lifetime Networks
Second Wave and Inclusion Works
Victoria Disability Resource Centre
Community Living Victoria
Beacon Community Services Employment Services – Work BC
GT Hiring Solutions Employment Services – Work BC
Life After High School

Transitions for Students with Special Needs

Preparing students for the world

The South Island Distance Education School (SIDES) is hosting an information session that will highlight the varied opportunities and assistance available for students after high school.

Presenting organizations assist students with post-secondary academic support, assisted living, day programs, employment, and transition to employment.

When: Wednesday, February 27th, 2013 @ 6:30-8:30 pm

Where: SIDES Beaver Lake Campus
4828 West Saanich Rd.

Who: Parents of Grade 10-12 students with special needs. Grade 10-12 South Island students with IST/LA support.

RSVP by February 25th to:

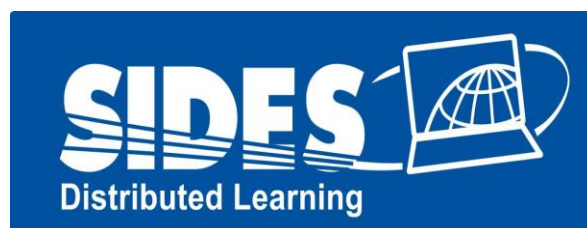
Vesna Barone

vbarone@sides.ca

250-479-7125

(ext 200)

Preparing students for the world



Refreshments will be provided.

A. Presentation and Questions:

Strategic Direction – 2012-2016 Presented by Keven Elder

a) Program Excellence and Personalized Learning

Strategic Objective: Successfully prepare students for the complexity of a rapidly changing world.

b) Parent and Community Connections

Strategic Objective: Increase engagement and innovative partnerships with parents and the community.

c) Leadership and Organizational Effectiveness

Strategic Objective: Expand on system-wide leadership and organizational effectiveness.

c) Technology, Facilities and Environmental Sustainability

Strategic Objective: Remain a leader in technology, facilities and environmental sustainability.

All of the objectives have action plans and success indicators; should be happening by 2016.

What's important and how are we doing? – A discussion about student achievement in Saanich.

Presented by Nancy Macdonald and Scott Stinson (3 Highlights and 3 Challenges)

a) Highlight #1 – School completion, transition, and student success

- completion, are we helping students move on to post-secondary with or without Dogwood or to work?
- success and transition to positive opportunities is of greatest importance today.

In Saanich

- completion 90%+
- more First Nations are completing secondary school (or returning to complete)
- schools are not withdrawing students anymore; practice has changed
- now have a significant number of students in trades and academic dual credit programs

Why?

- Student Advocate work
- new process for tracking students in system
- an outstanding relentless career education staff
- “Vertical” team; school attendance addressed at all 3 school levels (elementary, middle, and secondary)
- school focus on engagement and success

We Need to:

- monitor program success
- monitor success longer term such as for TASK
- work with our First Nations communities
- Persist!

Melissa Austin spoke of the new position for Community Educational Assistant (non-bargaining position); to work in 4 different communities with families, connecting to improve attendance.

b) Highlight #2 – Reading at Elementary

Reading is fundamental to success and the gateway to overall learning.

In Saanich:

- grade 4 FSA results continue to be very strong
- Reading Recovery has had a significant impact for our early learners
- local assessments (Benchmarks/DART) show high performance in grade 1 – 5.

Why?

- Reading recover is well staffed, in all elementary schools
- literacy is a priority in many schools
- assessments inform practice on a regular basis

- literacy coordinator has been a long standing support for the District
- early learning initiatives are strengthening early reading skills (e.g. full day Kindergarten)

We Need to:

- continue to focus on literacy, where communication is forever changing
- sustain the current levels of support
- track long term progress of students

c) Highlight #3 – Writing at all levels

We know that communication through writing is a multi-faceted creative and practical skill. The printed word has been transformed in the modern era. A text is not a text!

In Saanich:

- our grade 4, 7, 10, and 12 students perform at a high level in test environments
- we would, in some cases, prefer to see results moving beyond “meeting expectations”
- most secondary students achieving A and B results on exams (provincials)

Why?

- assessments, school-wide writes, and school writing events
- school plan focus area
- feedback provided through FSA marking
- collaborative marking, sharing of information

We Need to:

- continue doing what we are doing

d) Challenge #1 – Reading and numeracy in Grade 7

- sometimes see dip in performance in this grade, for reading and numeracy, but not in writing

We Need to:

- explore middle level achievement challenges more fully
- conduct a review of data through a focus group
- find out why grade 10 and 12 results show more positive trend
- continue to identify positive learning environments, share, observe and discuss what’s working and what isn’t

e) Challenge #2 – First Nations Achievement

-success for First Nations continues to be a priority, both in the province and in our district. A great level of system-wide attention to the learning needs of our First Nations students & communities continues to be a primary focus

We Need to:

- continue great work initiated through the Enhancement Agreement strategies and actions
- continue to support ILC and promote dual credit courses
- support our First Nations students in their years of transition
- cross enroll students with the Tribal school

f) Challenge #3 – Engagement and Aspiration

We know that overall the engagement of students in their learning, together with the hope for a bright future, are the drivers behind achievement and success.

In Saanich:

- 100% of our students should aspire to graduate one day; 83% aspire to graduate in Saanich – too low

We Need to:

- focus on middle level learning – exposure to apprenticeships, interest-based opportunities, and hands-on learning
- continue the expansion of dual-credit models
- provide support to teachers who are engaged in innovation
- continue to assess the effectiveness of new models like Project-10, IGS, Academics, etc.

B. Items for Discussion: - none

C. Items for Recommendation:

1. Community Threat Assessment Protocol

Staff recommendation: that the Board approve the Threat Assessment Protocol for signing by district and community partners at 2pm on February 18, 2013.

D. Items for Information:

1. Education Directions Overview Calendar

2. The following research project has been approved:

- 'Evaluation of Technology Acceptance in K-12 Education' submitted by Valerie Irvine

E. Future Agenda Items:

1. S.I.S.P tour and presentation

Policy Development Committee Agenda
Tuesday Feb. 5, 2013

A. Presentations and Questions

No Items

B. Items For Discussion

1. COPACS Request for collecting feedback from partner groups

Dr. Elder brought the Jan. 14th 2013 letter from COPACS “Suggestions for Collecting Feedback from Partner Groups” to committee.

A motion will be made from the committee to the Board recommending that staff and senior executive from the district work with partner groups to review processes for gathering feedback to facilitate Board decision making.

2. Wi-Fi Review.

The principal from Lochside Elementary, Joe Grewal presented a request to exempt Lochside from Policy 3130 “use of technology and information systems” prohibition of Wi-Fi usage under Administrative Procedures 14a which states “There will be no Wi-Fi in elementary schools.” Lochside Elementary would like to develop Wi-Fi capabilities for 3 areas of the school. The rationale given was that Wi-Fi capability was needed to augment and facilitate its work in student engagement, meeting diverse learning needs and individualised learning.

In developing the request Mr. Grewal highlighted discussions that occurred with teaching staff, Cupe employees and the Parent Advisory Council. Notice of intent was provided in the school newsletter with opportunities for parents to bring forward questions or concerns. Mr. Grewal has received one letter of support for the idea and none against.

The proposal is to have limited access in three areas of the school that would most serve student needs. Also it is planned to have the Wi-Fi system on a manual switch so that access and duration could be more easily controlled.

Dr. Elder presented two articles from the World Health Organisation looking at current evidence for any health risks associated with Wi-Fi specifically and Electromagnetic fields in general. According to the world health organisation, even though the technology has been in use for a while, there have been no substantiated health risks with Wi-Fi. Electromagnetic fields in the case of cellular phone usage seem to be quite a different matter.

COPACS Committee reps raised concerns related to the appropriateness and use of the internet in elementary schools that need to be discussed before considering easier access for this age group. The committee will put a motion to the board to amend 14a of policy 3130 to allow for wireless in elementary schools at the discretion and approval of the Superintendent.

C. Items For Recommendation

The required Notice of Motion has passed for revisions to several policies (1120; 1330; 2420;5270;5280). Trustee Dunford will move to have them approved at the next board meeting.

D. Items for Information

None

E. Future Agenda Items

COPACS Committee Rep, Barb Schultz recommended that policy 3050 be reviewed for relevancy and language. Dr. Elder graciously volunteered the Assistant—Superintendent, Scott Stinson to revise the policy because his pile of work wasn't quite high enough.

A. Presentations and Questions

Annual Energy Conservation Program Status Report by Jay Armstrong

Mr. Armstrong introduced Sharon Owen, newly hired energy (conservation) consultant and then gave a PowerPoint presentation on a variety of initiatives and activities across the district focused on energy conservation. A few highlights include:

- energy ambassadors (secondary school students) working on projects;

- Claremont's student bike ride at end of year for environmental causes

- entire district engaged in Strategic Energy Management

- SD63 won the CRD Eco Star Award

- Over \$450,000 in potential costs were avoided through energy conservation activities

- The district has set a target of reducing energy consumption by 5% a year. Although the target was not met last year energy consumption remained the same as in the previous year. This is possibly an inadvertent consequence of job action last year. Mr. Armstrong is confident that by the end of this year we will back on track in reaching our 5% annual reduction goal

- For 2013 and beyond a key focus will be on mechanical upgrades. Considerable energy savings in the future will be dependent on securing one time capital funding to finance these upgrades

- Lobby Displays. Mr. Armstrong has begun a pilot project that would ideally be implemented district wide. He is trying to develop a dedicated video info screen that would be placed in the main lobby of each school. This video screen would stream school announcements and information, student projects along with weather and building energy usage information. Mr. Armstrong hopes this innovative project will help raise energy conservation awareness among building facility users while also facilitating educational and administrative goals.

B. Items For Discussion

1. 2013/14 draft budget principles

2. 2013/14 Budget facts Package

A recommendation was made that both items be endorsed by the board and used in the budget deliberation process

At this point it is hard to speculate what the budget situation will be for next year. It is predicted that the enrollment across the district will continue to decline and that the message from the province to date has been we will not receive any more funding protection because of declining enrollment. If nothing changes from this year and we maintain the status quo next year, the secretary treasurer predicts we could be in the red as much as 2.3 million. However the board does have the option to use some one time money in the sum of 1.4 million. It is also unknown at this time if Boards across the province will have to cover any increased compensation for the various parties currently in contract negotiations with the province. In any case, the board will have a significant work ahead in this year's budget process.

C. Items For Recommendation

1. That the board approve 2012/13 Amended Annual Operating Budget as attached

No changes since Septembers report. The 500 000 contingency has been all spent on staffing to address emerging pressures as intended. Budget passed all three readings and was approved.

2. That the Board approve the Capital project Bylaw No. 115663 (Seismic Projects) for the total amount of \$20 502.

Motion passed all three readings and was adopted.

D. Items For Information

1. Nicole Bittante, Director of Finance presented the January Budget projections

E. Future Agenda Items

No items