THE BOARD OF EDUCATION OF SCHOOL DISTRICT 68
EDUCATION COMMITTEE MEETING
TO BE HELD WEDNESDAY, DECEMBER 6, 2017 – 6:00 PM
BOARD ROOM
A G E N D A

1. CALL TO ORDER
The Chair will call the meeting to order and recognizes that tonight’s meeting is being held on the traditional territory of the Snuneymuxw people.

2. ADDITIONS TO THE AGENDA

3. DELETIONS TO THE AGENDA

4. CHANGE IN ORDER

5. APPROVAL OF THE AGENDA

6. PRESENTATIONS

7. RECONCILIATION

7.1 Trustee Responses/Next Steps

8. SENIOR STAFF REPORTS

8.1 Superintendent Designate Davie
RE: Update on “State of the Child Nanaimo 2017 Greater Nanaimo Early Years Partnership”

8.2 Superintendent Designate Davie
RE: International Student Travel - Information Sheet dated December 6, 2017 for discussion

International Student Travel - Information Sheet

9. CORRESPONDENCE REFERRED FROM THE REGULAR BOARD MEETING

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. QUESTION PERIOD
Question Period is intended to enable the public to obtain clarifying information regarding a current agenda item.
Please note that the proceedings of this meeting are being recorded to assist in the preparation of the minutes of the meeting. The recording of this meeting are records of the School District, as defined in the Freedom of Information and Protection of Privacy Act, and as such may be the subject of access requests under the Act.

Individuals wishing to ask questions of the Board upon completion of Committee and Board sessions shall do so in writing on the form provided which includes their name, street address and email address. The individual will be asked to verify his/her self and be afforded the opportunity to read out their own question. Each individual shall be limited to one follow-up question upon receiving a response. Questions and responses will be included in the video of the meeting and the meeting minutes and will be part of the public record.

*Forms are available in the information rack near the entrance of the Board Room*

13. **ADJOURNMENT**
To: Education Committee

From: Tim Davie, Superintendent Designate

RE: Student International Travel

INFORMATION

The Board passed the following motion on August 31, 2016 at a Special Board Meeting in respect to international travel for students.

“That the Board of Education exercise a two-year moratorium on outside of North America field trips”.

As this Board motion will expire on August 31, 2018, Staff have received inquiries from Educational Leaders seeking clarification on the current moratorium on international travel as some teachers are looking to plan for trips in advance.

Administrative Procedure 333 – Field Trips was updated in September, 2016. These Procedures define general categories for field trips, including international student travel and commercial or interest-based excursions. These are defined as:

- Out-of-Provence / International Education Field Trips: These involve travel to other provinces within Canada or foreign countries. Their purpose is to broaden students’ understanding of other cultures and to help them see their relationship in the world as a Canadian.

- Commercial or Interest-based Excursions (involving students but not organized by the school district): The Board will not assume any responsibility for commercial or interest-based field trips or excursions that have not received approval or endorsement by the Board. These are either provided by companies specializing in student travel, or trips that provide an excursion for students based on a common interest. Employees may, as individuals, participate in student package tours or interest-based excursions provided it is Board approved.
AP 333 – Field Trips further notes, “All such activities must have clear educational value, proper advance preparation, informed parental consent (consent given with full knowledge of the risks involved and the probable consequences of the proposed activity), adequate supervision, and a high standard of care.” Also, “While there is a risk factor involved in all activities, the Board will not approve field trips that have a high level of risk.”

**Background and Rational**

As a brief reminder to members of the Education Committee, in July, 2016 NLPS had 103 students, staff and chaperones from four local Secondary schools participating in an international education field trip, as led by a commercial operator, in Nice, France and Barcelona, Spain. This group was on the first leg of their trip, in Nice, at the time of a major terrorist attack. Many of the members of this group were at the epicenter, or ground zero, during the time of this attack. While NLPS was fortunate that no members of this group sustained significant physical injuries, or death, many were witness to the carnage and/or after-effects of this attack and, thus were subjected to significant and on-going mental and/or emotional affects due to this traumatic event. Chaperones, District Staff, and the Board Chair worked closely with Ministry officials, and various experts in the field, to ensure immediate safety and needs of this group were met and, to ensure safe, timely return of all members of this group to Nanaimo.

As a direct result of this attack, the motion noted in the opening paragraph of this Action Sheet was made, thus allowing for review and revision of our local Field Trip procedures, as based on consultation with the Ministry officials, experts with the Schools Protection Program, and guidance from other School Districts to better understand the provincial view.

**Recommendation from Staff**

The Superintendent Designate acknowledges, as per AP 333 – Field Trips, that “The Board of Education, Nanaimo Ladysmith Public Schools, affirms the educational value of well planned and supervised field trip learning experiences. Such experiences enrich the curriculum and provide opportunity for young people to apply their school learning in situations outside the classroom.” To this end, recommendation to the Board, through the Education Committee, is that as of August 31, 2018 the moratorium on outside of North America field trips be lifted, and that the following guidelines pertaining to Student International Travel be adhered to:

- Guidelines and Timelines as noted in Administrative Procedure 333 – Field Trips be strictly adhered to in all instances.
- Out of Province / International Educational Travel Field Trips must have a curricular focus, recognizing that curricular field trips are defined as those that are directly related to the curricular offerings of school and, such trips would usually involve an entire class (or school specific curricular program or District Program). (AP 333 – Field Trips, p 2)
- The Principal, as Educational Leader, and Assistant Superintendent must be informed and involved throughout all approval processes.
- The Superintendent/CEO or designate shall have final decision regarding approval of out-of-province/International field trips.
- All funds and records for out-of-province/international field trips must be processed through the school.
- Parents and organizers must be informed up front that out-of-province/international field trips are subject to cancellation, at the discretion of the Superintendent/CEO or designate, based on factors that may affect the safety or well-being of trip participants. i.e. Travel Advisory or Security Alerts.

Should the Board move forward with permitting some international travel, staff will create a form customized to identify risks, approvals, insurance, contract cancellation language and other key areas that should be considered by staff in reviewing applications.