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. APPROVAL OF THE MINUTES
   6.1 Minutes - February 2011

   That the minutes of the Education Committee Meeting held February 9, 2011 be approved.

7. PRESENTATIONS
   7.1 Mr. Gordon Graham, Teacher, Dover Bay
       Dover Bay Eco Club

       http://www.youtube.com/watch?v=r-YoxWY5Gu0

8. EDUCATIONAL UPDATE - Report from Ms. Frisson and Ms. Southwick
   8.1 Fine Arts Programs

   8.2 Ms. Shelley Beleznay, District Coordinator
       Literacy, Learning and Instructional Support
       RE: Student Achievement/Graduation Rates
9. CORRESPONDENCE REFERRED FROM THE REGULAR BOARD MEETING

10. UNFINISHED BUSINESS

10.1 Strategies for Registrations and Transfers

Folio SB10/10/13-02 That the Board of Education of School District 68 (Nanaimo-Ladysmith) asks the Education Committee to have discussions that could look at strategies to ensure registrations and transfers at schools are done within acceptable time lines.

11. NEW BUSINESS

11.1 VISTA

At the VISTA meeting, held February 5, 2011, the following motion was passed.

“That VISTA request member boards to forward to VISTA their district’s definition & vision for 21st Century / Personalized learning to inform discussion at the next VISTA meeting.”

Ms. Parker, VISTA President, requests that each district send their definition and vision for 21st century/personalized learning to her by March 31 so the VISTA executive can plan for discussion at the next VISTA meeting. Trustees at the meeting believed it was important for boards to have this discussion, if they have not already. “That BCSTA advise the Minister of Education that change in public education for the 21st century will be enthusiastically embraced if that change:

1. has at its foundation the importance of positive relationships, particularly for students, and also among individuals and groups at all levels;

2. is based on a vision developed through a collaborative process;

3. recognizes and builds on the existing strengths and successes of BC’s public schools;

4. is purposeful in enhancing the public system and deepening the democratic governance of public education;

5. is adequately resourced.”

The Education Committee recommends to the Board of Education of School District 68 (Nanaimo-Ladysmith) that it supports VISTA’s position.
12. QUESTION PERIOD

Questions from the audience must be submitted in writing and given to the Board’s Executive Assistant (Cathy Kelt) for submission to the Chair. The question period is intended to enable the public to obtain clarifying information regarding a current agenda item.

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

13. ADJOURNMENT
THE BOARD OF SCHOOL TRUSTEES OF SCHOOL DISTRICT 68
MINUTES OF EDUCATION COMMITTEE
HELD FEBRUARY 9, 2011

PRESENT:
Trustees - Voting  Staff
J. Brennan, Chair  M. Munro, Superintendent/CEO
R. Dale  F. Frisson, Assistant Superintendent
S. Welch  C. Southwick, Assistant Superintendent

NOT VOTING  D. Reimer, Director of Communications
A. Bonkowski  C. Kelt, Executive Assistant
D. Allen
N. Allen
D. Murchie
D. Neary

ABSENT
J. Green, NDTA Rep
R. Zver, CUPE Rep
H. Tarasewich, DPAC Rep
C. Lintott, NSAA Rep

IN ATTENDANCE

CALL TO ORDER
The Chair called the meeting to order at 6:40 pm and recognized that tonight’s meeting is being held on the traditional territory of the Snuneymuxw people.

ELECTION OF VICE-CHAIR
Chair Brennan called for nominations for the position of Vice-Chair of the Education Committee.

Trustee Welch nominated Trustee Dale. Chair Brennan asked if Trustee Dale would accept the nomination. Trustee Dale said he would accept the nomination. Chair Brennan declared Trustee Dale as Vice-Chair of the Education Committee.

ADDITIONS TO THE AGENDA
Trustee Dale asked that the topic of "bullying" be added to the Education Agenda monthly. It was added to the Agenda as item 12.3.

Trustee Dale asked to give a VISTA report to the Committee. It was added to the Agenda as item 12.4.
DELETIONS TO THE AGENDA
There were no deletions to the Agenda this evening.

CHANGE IN ORDER
There was no change in order to the Agenda this evening.

APPROVAL OF THE AGENDA
IT WAS MOVED BY Trustee Dale Folio E11/02/09-01 That the Agenda be approved. CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES
IT WAS MOVED BY Trustee Dale Folio E11/02/09-02 That the Minutes of the Special Education Committee meeting held January 12, 2011 be approved. CARRIED UNANIMOUSLY

PRESENTATIONS
There were no presentations this evening.

EDUCATIONAL UPDATE -
Report from Ms. Frisson and Ms. Southwick
Enhancing Student Engagement - S. Young, Principal, Cedar Secondary Bill Rounis, Justin Mark, and Melissa Jones
Ms. S. Young, Principal of Cedar Secondary, Mr. Rounis, Mr. Mark and Ms. Jones told the Committee about the project at Cedar that arose from the idea that instead of trying to get students to turn off their technology devices in the classroom, students should be encouraged to use technology in a productive way.

CORRESPONDENCE
REFERRED FROM THE REGULAR BOARD MEETING
There was no correspondence referred from the January Board Meeting.

UNFINISHED BUSINESS
There was no Unfinished Business on the Agenda this evening.

Safe Schools Update
Mr. Cathal Walsh - Principal, Ladysmith Intermediate
Mr. Tom Piros - Safe Schools Coordinator
Mr. Piros, Safe Schools Coordinator and Mr. Walsh, principal of Ladysmith Intermediate gave a presentation on the topic of bullying in the context of safe schools.

Mr. Walsh said that one of biggest challenges for
schools is distinguishing between inappropriate behaviour and bullying. He outlined the characteristics of bullying, and described the ways that schools can work with students and parents to prevent bullying and address bullying when it arises.

Mr. Piros described the way that positive school climates help prevent bullying and provided the trustees with a brochure that will be sent to parents that addresses the topics of bullying prevention and cyber safety.

Student Achievement/Graduation Rates

The following motion was referred to the Education Committee from the January Board Meeting.

That the Board of Education directs the Education Committee to have the issue of student achievement and graduation rates remain on the Agenda of Education Committee and to canvas feedback from education partners, trustees and staff on possible strategies to improve our performance.

Ms. Southwick Assistant Superintendent said that the topic of student achievement and graduation rates has been placed as a standing item on the Education Committee. She told the Committee that the district’s performance on the Science 10 provincial examination has improved, particularly for Aboriginal students.

Bullying - Regular Agenda Item

Trustee Dale asked that consideration be given to having the topic of bullying on the Agenda as a monthly update.

VISTA Update

Trustee Dale advised the Committee that SD68 had hosted the February 5th VISTA meeting this past weekend. He said there was a good turnout from Trustees around the Island.

QUESTION PERIOD

There were no questions this evening.

ADJOURNMENT

IT WAS MOVED BY Trustee Dale

That the Agenda be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:50 pm.
STUDENT REGISTRATION AND SCHOOL CHOICE

1. Definitions

1.1 Catchment-area Child: a person who is:
   1.1.1 of school age, and
   1.1.2 a resident in the catchment area of the school

1.2 Continuing Student: a school-age student in attendance at the school or a designated feeder school during the previous school year who is expected to continue in the educational program for the succeeding year. It does not include:
   1.2.1 a non-school district child who attended during the previous school year on a discretionary acceptance, unless approved for renewal by the school principal or Superintendent’s delegate
   1.2.2 a child who withdraws or transfers from the school or educational program before the end of the previous school year
   1.2.3 a student who attended during the previous year on a disciplinary transfer.

1.3 District Choice Programs: programs established with a particular educational focus and offered at specific schools for which application to the District must be made in accordance with the policies and procedures for those programs. They may have special program entrance criteria and special catchment areas.

1.4 Feeder Schools and their associated Receiving Schools are as described by the Board’s catchment areas, where the class from the highest grade offered by the feeder school would be enrolled the next year in a designated receiving school unless an application for enrolment elsewhere is accepted, under the District’s enrolment process for continuing students.

1.5 Non-catchment area Child: a person who is:
   1.5.1 of school age
   1.5.2 a resident in the school district and
   1.5.3 not a resident in the catchment area of the school
1.6 **Non-school district Child:** a person who is:
   1.6.1 of school age
   1.6.2 a resident in British Columbia
   1.6.3 not a resident in the school district.

1.7 **Parent:** includes a guardian of the person appointed by Court Order or under the Will of a deceased parent, and does not include a non-custodial parent.

1.8 **Place of Residence:** for purposes of this policy, a student’s place of residence is deemed to be that of the student’s parent, unless satisfactory evidence is produced that the student’s ordinary place of residence during the school year is elsewhere.

1.9 **Previous School Year:** the school year previous to the school year for which the person is applying to enroll in an educational program.

1.10 **School District Child:** a catchment-area child or a non-catchment-area child.

1.11 **Transfer Student:** a school-age student or child applying to attend a school other than the catchment school, by request.

1.12 Throughout these guidelines the term student may be used interchangeably with child. In general, the term student will apply to any child who is registered for school in the District, or who has made application to attend school in the District.

2. **Determination of Available Space and Facilities**

2.1 For purposes of Section 74.1(6) and (7) of the *School Act*, space and facilities are available in a school to enroll an applicant if:

   *there is capacity to provide the applicant with an educational program appropriate to the applicant’s needs, taking into account both physical and educational resources, after reasonable enrolment projections have been made to allow for:*

   2.1.1 accommodation of continuing students.
   2.1.2 District programs located in the school, and (if applicable).
   2.1.3 a Kindergarten program adequate to accommodate the projected enrolment of catchment-area children.
The Superintendent of Schools/designate will determine whether space and facilities are available in individual schools and for educational programs for purposes of Section 74.1(6) and (7) of the School Act, in accordance with paragraphs 2.1 and 2.3.

Decisions will be made, in consultation with the principal of the effected school, and will be based on program capacity and will include consideration of the following factors:

2.3.1 the operating capacity of the school as defined by the Ministry of Education, and the staff assigned to a school by the District.
2.3.2 the physical space in which instructional programs operate in the school.
2.3.3 the ability of the school to provide appropriate educational programs for the applicant and other students.
2.3.4 the needs of other programs located in the school.

After enrolment of continuing students, if the requisite space and facilities are determined to be available, applications from new students and transfer applications will be accepted in the following priority, provided application deadlines and other requirements have been met.

2.4.1 catchment-area child who attended the school during the previous school year
2.4.2 other catchment-area child
2.4.3 non-catchment-area child
2.4.4 non-school district child

If space and facilities are inadequate to accommodate all continuing students, continuing students will be re-enrolled in the following descending order of priority. All are subject to any permitted sibling preference.

2.5.1 continuing catchment-area student
2.5.2 continuing non-catchment-area student
2.5.3 continuing non-school district student

Wait lists will be established at individual schools for those students not initially accepted, will be maintained until the last school day of September of the school year for which application is made.
2.7 Re-evaluation of space availability will take place periodically until June 30th to ensure that the maximum number of requests is met at the earliest time possible.

2.8 As per Section 2.1, applicants for enrolment in Kindergarten programs and District Choice programs will be separately prioritized and assigned to schools in advance of all other students as set out in Section 2.4.

3. Tie-Breaking

3.1 When applications that are made within the timeframe have the same priority (after application of any permitted sibling preference), their ultimate priority, as between them, will be determined by time and date of application.

4. Alternate Enrolment Process for Continuing School District Students

4.1 Continuing students are not required to apply. They will be automatically enrolled in the applicable educational program or school, subject to space availability and to meeting program requirements, unless transferred or withdrawn.

4.2 Students who attend a school as a result of a disciplinary transfer are deemed as continuing in the school they were directed to leave, following the completion of the term of enforced transfer. Such students may apply for out-of-catchment transfer to the school that they were sent. This application would be subject to the regulations outlined in Section 2.4, for new applications for out-of-catchment attendance.

5. Dates for Applications to Enroll and Enrolment

5.1 The Board will normally establish dates for submission of Application to Enroll no later than the January prior to the commencement of instruction in a new school or a school undergoing boundary/catchment area revisions.

The Board may establish different dates for different grades, educational programs, schools, or categories of applicant.

5.2 Applications received after the dates established will be considered only following that of applicants who applied within the timeframe.

5.2.1 Such applications will be accepted or rejected by the Superintendent/Designate if it is considered that such action is in the best interest of the student concerned and can be accommodated within the space and facility available at the school of application.
5.2.2 All applications received after the last day of school in September are mid-year requests and will be accepted or rejected by the Superintendent/designate if it is considered that such action is in the best interest of the student concerned and can be accommodated within the space and facility available at the school of application.

6. Guarantee of Educational Program in the District

6.1 School district children who apply for enrolment in an educational program will be provided with an educational program in the District, unless a parent of the student consents to a placement outside the school district.

7. Parent/Student Commitment to an Educational Program

7.1 The District process shall encourage children (if of appropriate age) and their parents to jointly consider the children’s educational needs before requesting an assignment to a school other than the current school or the catchment-area school.

7.2 Students may apply for more than one educational program but may only be enrolled in one. When an applicant is offered and accepts enrolment in an educational program (in or out of the school district), applications for all other programs become invalid.

7.3 The Superintendent/designate is authorized to enter into reciprocal agreements with other school districts to review wait lists and enrolment information in order to enforce this policy.

8. Program Requirements

8.1 Applicants for enrolment must meet all program requirements for the requested educational program and will be subject to any selection process established for that program.

9. Discretionary Acceptance: Suspended or Expelled Non-School District Students

9.1 Enrolment applications from non-school district children may be refused if the child:

9.1.1 is under suspension from a BC public school or school district, or

9.1.2 has been refused an educational program by a BC public school board under Section 85(3) of the School Act for refusing to comply with the Code of Conduct and other rules and policies of the Board, or has failed to apply himself or herself to his or her studies.
9.2 Such applications will be referred to the Superintendent/designate for a decision on admission. Admissions may be made subject to terms and conditions. A student who has been admitted under this Section is not entitled to the status of a continuing student for the following school year unless approved by the school principal or Superintendent/designate.

10. Sibling Preference

10.1 Subject to the School Act, when one sibling is enrolled in or admitted to an educational program in a school (other than as a result of a disciplinary transfer), other siblings are given priority within their requested educational programs in the same school. This preference does not apply when the siblings will not be attending concurrently.

11. Communication of Application Periods & Enrolment Dates

11.1 Application periods and enrolment dates will be communicated to the school communities and to the community at large and may also be communicated to other communities within and outside the school district.

12. Parent Responsibility for Transportation

12.1 In all cases where a non-catchment area child or a non-district area child has had their application approved, the final responsibility for daily transportation of the student shall rest with the parent(s). However, as a courtesy and/or where it is convenient for the District, the District may provide transportation.

Adopted: April 1, 2004