



International Public School Education Association

BRITISH COLUMBIA CANADA

IPSEA

Minutes

September 13, 2019

1580 West Broadway, Vancouver BC

8:30am -2:30pm

In Attendance: Kathren Clarke IPSEA; Carol Rimmer, Central Okanagan; Rawuel Steen, Central Okanagan; Faizel Rawji, Sea to Sky; Brian Campbell, Peace River North; Rebecca Rowley, West Vancouver; Rob Hutchins, Nanaimo; Tricia McCuaig, Maple Ridge-Pitt Meadows; Marc Fryer, Alberni Valley; Maggie Pearce, Maple Ridge-Pitt Meadows; Sally Stacey, Burnaby; Carrie Li, Richmond; Amy Shoup, Rocky Mountain; Angela Ferraro, Burnaby; Kim Stix, Campbell River; Michael Frankowski, West Vancouver; Shawn Silverstone, Coquitlam; Ronda Bell, Qualicum; Amy Shoup, Rocky Mountain; Sheri Wakefield, Gulf Islands; Angela Olson ,Surrey; Danielle Warren, Surrey; Elizabeth Cho-Frede, Abbotsford; Colleen Hannah, Mission; Lara Truong, VSB; Spencer Gray, Saanich; Iris Leung, VSB; Holly Mayo, Mission; Trevor Guy, New Westminster; Amber O'Quinn, Sooke; Shawn Silverstone, Coquitlam; Bob Thompson, Delta; Lynne Bolen, North Vancouver; Laura Schwertfeger, Sooke; Mark Leiper, Langley; Kim Luteijn, Langley; Karen Klein, New Westminster; Jann Schmidt, Kootenay Lake; Greg Kockanuk, Comox; Tracey Godfrey, Vernon; Rob Tucker, Victoria; Rick Oliver, Central Okanagan; Glen Tiechko, Chilliwack; Geoff Johnston, Coquitlam; Josie Jiang, Comox Valley; Kevin O'Donnell, Cowichan Valley; Karen Symonds, Delta; Jeff Davis, Greater Victoria; Rob Hutchins, Nanaimo; Lisa Sunde, Nanaimo; Ramona Hamilton-Cook, Richmond; Colin Guiguet, Saanich; Paul Bishop, Sunshine Coast; Philip Parkes, Vancouver Island West;

8:30am - 9:00am

Network Opportunities

9:00am - 12:00pm

Informational items

9:00-10:00am

1) Additions to and approval of the agenda – Colin Guiguet

Additions to agenda:

- a) Colin explained the new procedure for voting cards (red/ no; green/yes; yellow/abstain)

- b) One vote per district
- c) Agenda item “6” add Ministry of Health – immunization
- d) Canadians Abroad: Registration for travels abroad (Kathren Clarke)
- e) Today’s lunch is sponsored by guard.me
- f) Agenda item 12 “Letter Grades or percentages on external credits – (Karen Klein)”
- g) Agenda item 13 “Caps-I update” (Angela Olsen)

Omissions to the agenda:

- a. Guest speaker for Ministry Lead for Immunization Records for IE students cancelled and will not be present today

Motion to accept agenda as revised- Colin Guiguet

Motion passed Greg Kochanuk; Geoff Johnson, seconded

2) Welcome & roundtable introductions – Amy Shoup

3) Review and approval of minutes from last meeting, June 3, 2019 – Sheri Wakefield

- a) There were no omissions or additions to the June 3, 2019 agenda

Motion to approve the minutes as they stand – Sheri Wakefield;

Second Ramona Cook. Approved - carried

4) Members directory update – Colin Guiguet

- a) Members Directory is being circulated (mark changes if any)
 - i) Tick or initial for your district if no changes
 - ii) The highlighted name is main contact for IPSEA members
 - iii) Check website addresses

5) President’s Report – Amy Shoup

- a) Executive meeting was held August 19 in Vancouver
 - i) Executive meetings happen about 3-4 weeks before each IPSEA meeting.
 - ii) The one in August is face to face where the remainder are done by Skype.
 - iii) The meeting in August give the executive a chance for team building and understanding of roles.

- b) Hong Kong/China –Round table discussion

A group of IPSEA members attended the BCCIE sponsored Chinese consular information session last week. Shaun Sephton and Shawn Silverstone who were at the session learned:

 - i) Visa applications need to be worked on early
 - ii) Visa requirements for meeting with an agent it is a different type of visa from meeting from schools.
 - iii) Requirements may be interpreted differently depending on the officer at point of entry (could determine to not be permitted entry)
 - iv) “M” visa is probably the best to get.
 - v) Visa’s usually will last for the duration of your passport.
 - vi) The tourist visa is no longer valid for meeting with agents.

A request for show of hands from members of who either is 'not permitted' or is 'choosing to not go' to China.

- i) A few school districts put their hands up. to state that they were not permitted to go to China, or chose not to go (Surrey, Vancouver Island West, Burnaby, Chilliwack).
 - ii) Caps-I is doing a survey of this same question with the results to be released shortly.
- c) Professional development 2019-2020- Amy Shoup
Looking for suggestions for Pro – d...a sheet will be going around the members of our meeting for input.
- d) Executive Director contract – Amy Shoup
In June we had discussion to review ED contract and asked Executive to review and come back to today's meeting with a recommendation. ED is much busier now than at the start of the position.
- i) Our recommendation is for the current salary of \$35,000 to increase to \$45,000 per year with the hourly rate being \$55 up from \$50.
 - ii) The total is not to exceed \$45,000.

Discussion:

- i) Ronda – there is room in the budget.
- ii) We will still have a closing next year of approx. \$25,000.

Question: was asked: "Is there a breakdown of hours?"

- i) yes, each invoice given to the treasurer has a breakdown of hours (within ½ hour).
- ii) Hourly time has increased to IPSEA Missions and more time spent with the Ministry.

6) Executive Director's Report – Kathren Clarke

- a) 2020 IPSEA Mission update April 19-23, 2020 (Chile & Mexico)
 - i) 15 districts registered
 - ii) First installment deposit made to 'Bonard Student Services' who has been contracted to help organize / manage the Mission Next installment due later October 2019
 - iii) Mission organization is on time as per schedule and on budget
 - iv) We have a short list of venues locations and will finalize soon
 - v) Kathren has started correspondence with the Canadian Embassies in Santiago and Mexico City; they are onboard and supportive of this MISSION Creating a Pacific Alliance for K-12
 - vi) Guard.me has given a \$7500 sponsorship for the MISSION. This will help offset expenses
 - vii) has asked MoE for student scholarships in support of this MISSION (to be confirmed) repeated below
 - viii) Kathren has asked for MoE in BC to reach out to MoE in Chile to bring back the "Penguins without Borders" program with a focus on BC.
 - ix) Kathren has asked the MOE for scholarships; 15 from Chile and 15 from Mexico (to be confirmed)
- b) 2018 – 2019 Data report

- i) Thank you for those that contributed.
 - ii) Finalized copy is located on IPSEA website knowledge base, resource folder, data
 - iii) All emails are uploaded to the members section of the website.
 - iv) Data Reports are a valuable resource for me to use representing IPSEA. Recent conference call with MoE allowed Kathren to speak on enrollment growth patterns from specific countries based on data comparisons of this year to previous years. Discussions focused on why/how/when of determining a Mission and why MoE providing scholarships would be beneficial. These data reports are really helpful for me to do my job representing IPSEA.
- c) RCMP – virtual kidnapping booklet
- i) The past 2 years there has been incidents of what RCMP are referring to as cyber-crime / virtual kidnapping.
 - ii) It has happened across Canada and has happened to a few our IPSEA member districts students.
 - iii) Students are Chinese foreign nationals
 - iv) The caller has enough information the parents and student believe it is credible.
 - v) Each are told to tell no one, and not talk to the Canadian police
 - vi) Some students have been directed to a location where they will be isolated, and to wait further instructions others stay in homestay/ school and carry on in silence
 - vii) RCMP ask that you make the brochures available to your students /host /school staff
 - viii) If this happens to one of your students call the RCMP or local Police detachment immediately – let them determine the seriousness of the incident
 - ix) On the IPSEA website, Knowledge Base, RCMP folder, are copies of the pamphlet the RCMP would like you to share with your Chinese students, homestays, school staff, agents, natural parents. There are copies in English and Mandarin.
- d) MSP – changes
- i) Ministry of Health announced on July 30, 2019 that effective September 1, 2019 qualified international students must be enrolled onto MSP and pay monthly fees (not exempt)
 - ii) Ministry of Finance and Ministry of Health consulted with Ministry of Advanced Ed but not Ministry of Education- we were all caught off guard.
 - iii) There was a much correspondence down to the different Ministries (Finance, Health, Education, Advanced ED) and to the MSP department directly trying to get clarification
 - iv) Corresponded with BCSTA legal counsel for clarification on impact (opinion papers July 19, 2019 and August 20, 2019). Check with your Superintendents and ST's for a copy
 - v) Correspondence results with Ministry of Health, MSP and MoE were included in today's meeting agenda package have been posted on the IPSEA Members website, knowledge base, MSP folder.
 - vi) Your Superintendents and Secretary Treasurers have copies of the legal opinion and updated legal opinion of August 20, 2019
 - vii) Guard.me contacted executive with request to attend this meeting to allow an Q&A opportunity from districts

*Kathren has uploaded everything to the website except the latest from Harrison and Co – which should be coming from superintendents soon.

**A show of hands from members indicate: Most districts are still planning on enrolling their students in the district plan.*

- e) **Ministry of Health Immunization program**
 - i) Duane Cover will give an update when he comes later in the meeting.
 - ii) Ministry's Lead person for this program with the was supposed to be here to present and do an Q & A on topic but cancelled this week. Dwayne Cover will touch on subject during his presentation this afternoon
 - iii) requirement for districts to have immunization records on file for each IE student.
- f) **MoE- BC for High School web Brochure regarding medical insurance for IE students**
 - i) Kathren requested MoE to review wording on the website for "BC for High School" as it pertains to international students and medical insurance. Response letter is posted on IPSEA Members website, knowledge base, Medical folder, MSP file
 - ii) Kathren now has a contact with the MSP – it takes about 2 weeks for a response but if there are questions about MSP you can go through Kathren who will ask the question on our behalf.

Group Discussion: Michael Frankowski – would like to propose that True North puts vaccinations it into their online application.

- iii) Students will have to pay twice with Student Guard during the implied status as MSP is not covered until the study permit is approved.
 - iv) Michael Frankowski will contact MSP to see if they would be interested in a template design for schools to gather required information
- g) **MoE communication update – Kathren has continued dialogue with MOE regarding and updates and ongoing issues including:**
 - i) IPSEA MISSION's
 - ii) Mobility and scholarships
 - iii) MOE International Education has a new ADM (Keith Godan)
 - h) **BCSTA –updated legal opinion MSP/IE students released August 20, 2019**
 - i) There were two released updates (July 19, 2019 and August 20, 2019). July's was released not knowing Government MSP changes were coming. August 20 is an update of the July 19 after Ministry of Health announced effective the September 1, 2019 changes all international students will pay MSP fees (not exempt).
 - ii) Each of the July 19, 2019 and August 20, 2019 updates is an are updates to the 2012 Harris and Co. legal opinion (the 2012 legal opinion is posted on the IPSEA members website, knowledge base, Medical folder).

** Kathren's take-away after reading the August 20th update – if your international students are living with their natural parents here in BC, they should be on MSP. If your students are in BC without their natural parents, and the home base of the family is not in BC then they are not true residents. Legal counsel recommends that you get a legal opinion from your district if you do decide to not go with MSP.*

- i) Canadians Abroad registration: <https://travel.gc.ca/travelling/registration>

Canadian Embassies and Consulates:https://travel.gc.ca/assistance/embassies-consulates?_ga=2.118098049.988833492.1527011704-814661686.1389382201

**good service to register each trip – you may not be aware or know something is happening in the country prior to arrival (you may be in the air - tsunami, earthquake, terrorist attack, etc). The embassy will have you registered, know where plan to be and attempt to make you aware when you land. There are some things that they cannot help you with, but them knowing where you are is helpful. They have to work within the law of the country you are in.*

7) Treasurer's Report – Ronda Bell

- a. Financial report to date (refer to Financial report sent with agenda).
 - i. Membership fees update
 - ii. Outstanding accounts please make sure they go to Ronda (address on bottom of invoice).
- b. Mission participation fees update
 - i. Paid up to date.
- c. Officers liability insurance
 - i. This liability insurance is coverage for the executive.

Motion to approve the Treasurer's Report -Ronda Bell; accepted – Karen Klein; Second, Holly Mayo; motion carried

8) District Practices (group discussion)

- a. How do school's welcome IE students?
 - i. Banners, flags
 - ii. School orientation, welcome, pizza,
 - iii. Schedule review before first day of school.
 - iv. ESL testing. Vital English, some districts have district designed tests and testing formats
 - v. Some district will enforce penalties for significant discrepancies in test scores.
 1. If a student's test score is a lot lower on the in-person test result, vs. the online test result, some districts charge a \$500 penalty. (Saanich and Abbotsford.)
 - vi. Ambassadors Club – welcoming new international students and then throughout the year (Lynne Bolen, Greg Kochanuk)
 - vii. Global and International Skills Program.
 - viii. Leadership blocks – tutoring and homework club.
- b. Travel schedule for members interested in knowing who is in same region (Sheri Wakefield)
 - i. Not all members may wish to share their travel plans, but those that do, please email Sheri Wakefield swakefield@sd64.bc.ca and she will put together a database for those that do. This will only be shared with the same people.

9) Safety on road plan (Ronda)

- a. What is your safety plan...who does what?

- i. Leave itinerary and agenda behind for your office and your family – how to contact you if needed.
- ii. Plan how to get to airport from hotel – have cash available – do not be credit card reliant.
- iii. Have the name and address of the embassy for the country you are in. Things can change quickly and you may not have access to tech and so have printed form.
- iv. Have a plan with your ST about what is the plan if you are stuck somewhere – will they send another staff member, spouse.
- v. SOS – 24-hour access to security, medical emergency anywhere in the world. Advise for before you leave.
- vi. Caps-I Critical Guide. A recommendation to be prepared and to look out for oneself.
- vii. Registration for Canadians abroad (links bottom of agenda)
- viii. Canadian embassies (links bottom of agenda)
- ix. Remember to have paper copies in case of emergencies
- x. safety kit packed and with you
- xi. do check in's at start and end of day with contacts back home when travelling alone.

**Paul Bishop Proposed that a template be presented to the ST association as a collective for all of our school districts.*

10) Vital English iCent – Amy Shoup

- a) Who uses Vital English and what is their opinion?
 - i) Ronda was happy with iCent as notifications are sent to student's phones. You can go in and make the changes where as Vital English does the changes for you.

11) Audit General of BC- Angela Olson

- a) Report reviewed Executive Expenses in Surrey School District
- b) Senior team in Surrey SD was audited including International Ed. Expenses –
- c) Angela stated the biggest take away she learned from audit is that we should not be using corporate cards as too much liability on the school district.
- d) Link to Audit:
https://www.bcauditor.com/sites/default/files/publications/reports/OAGBC_SD36_RPT.pdf

12) Letter Grades or percentages on external credits – Karen Klein

- a) Everyone is doing something different and so looking for a best practice for IPSEA members. Karen is looking for members to help put something together. Amber, Rob, Kevin, Patricia would like to join.
- b) Karen will chair the group and spend time with the group in December.

13) CAPS-I update: Angela Olson

- a) This weekend executive retreat – looking for people to help organize with a planning committee for the CAPS-i annual conference in Vancouver.

- b) April 26-29 Sheraton Wall Center. Districts should have been sent a survey about travel to China – information is being put together and sent out to the membership most likely next week.

11:00-12:00: Guest presenter

Guard.me: Clark Hortsing, Jessie Atkins, Sean Hardman, Jamie Hampson

- a. Guard.me have contracted legal counsel for their own legal opinion lawyers working on it right now to see if MSP is still necessary mandatory for international students – right now Guard.me believes this it is just an administrative elective.
- b. Three plans – **Guard.me Plus Drug Card** – this is the top up (Plus officially) – This plan is \$25/month and meant to be used for students who have current/ valid MSP. If they do not have valid MSP, they should not be on this plan. This could be a good option for students who are currently on MSP/ are returning students who already have valid MSP for their studies.
- c. Guard.me is designed for students who are not on MSP, or for short-term students who need full coverage and are not eligible for BC MSP. This policy is \$1.45 per day.
- d. Guard.me also provides coverage for long-term students who will need full coverage for first 90 days until MSP is effective, then following, the plan acts as a top up / PLUS plan and has the rider which covers the student (1) while waiting for their Study Permit to be renewed (if applied for renewal within 30 days of expiry) and their MSP is expired or (2) if the Study Permit goes into restoration. This policy is \$1.05 per day.

Guard.me acknowledges that there are budget realities for most school districts – some districts do not have the budget to cover the “additional plus”. Guard.me wish to work with the school boards who cannot afford it, to see it if a fee can be pro-rated and re-cooped in the future.

- a. If schools cannot afford that then they can charge as little as \$1 per month and carry the rest over to next year when advertised fees can be changed. There will be no coverage for other things such as massage, physio, and prescriptions.
- b. Pared down-top up. \$10 per month for death-repatriation of remains and to bring family members to BC- something that does not happen frequently but if it does it is a high cost.
- c. guard.me@BC Schools program covers students who may be removed from MSP due to having been sent home before being here for 6 months.
- d. For \$28.50 top up - coverage for the above.
- e. They will help school districts with an amount that is over their budget to be paid back over 1-3 years once the new fees are established.
- f. Districts need to consider who would handle a situation if you were not there – especially in regards to a serious medical situation. A member encouraged that you get at least the \$10 coverage in case you are not in such a situation. Medical evacuations could cost well over \$100,000.
- g. BC seems to be the only province, which says MSP, is required and charges. Many provinces have a year or longer waiting service or you need to apply to get it (no premiums).
- h. guard.me representatives are always happy to look over other policies for you – including international if we need to know if it will cover a student for what they will need. What they won't pay is the most important part – what they will exclude.

12:00-1:00pm Lunch (sponsored by guard.me)

1:00pm Meeting resumes: Ministry of Education presenters running late so continue meeting as per agenda

14) Babylon Online Health – (Kathren Clarke)

- a. Babylon online Health is an interesting tool for individuals that do not have a family doctor or access to doctor because of office closure, weekend, etc.
 - i. Download app & register.
 - ii. Telus is working with Babylon to provide the network but you do not have to be a Telus customer to access.
 - iii. No fee to register or use service
 - iv. On line appointments with BC-licensed doctors
 - v. Doctors can order blood test, refer to specialist, skype face to face consultation, review of injuries, can request same doctor from previous appointments
 - vi. Prescribe and send prescription to your nearest pharmacy
 - vii. Doctors will apply direct billing to MSP for phone appointment
 - viii. If a student is 15 or older can use this on line tool. Ideal for communities that do not have clinics evenings and/or weekends. <https://www.babylonhealth.com/ca>

**A show of hands indicated some of the rural districts use on line doctor services for weekends or when their community doctor not available.*

1:00 – 1:45

*In camera session (no recording of discussion)

*The purpose of 'in-camera' is to allow a forum for members to have non-recorded conversations. It is expected that topics and specific details discussed 'in-camera' are not shared outside of 'in-camera' session. If necessary, and with group consensus, we move out of camera and make a motion to act on specific details.

1:45pm -2:30 pm

Guest speakers: Ministry of Education: Dwayne Cover Dwayne.Cover@gov.bc.ca Director, International Education, Ministry of Ed

Vaccination Status Reporting Regulation and International Students

- New vaccination status reporting regulation came into effect July 1, 2019
- Requires that all students attending school provide an immunization status report to local health authority
- Process for providing this report is determined by the local health authority – in some cases the Medical Health Officer will need the school to assist to collect these reports.
- Regulation does apply applies to all students attending schools, including international students.
- They are looking for complete immunization records from the student's home country.
- International programs will need to should request immunization records be provided as part of the program application process.
- Records should be provided to local Health Authority as part of usual process. Some Health Authorities will contact schools for records, others will contact IE office and come by to pick up records.
- Understand this may be new for many programs but should be implemented as soon as possible
- Medical Health Officer does have right to require any student with incomplete record to stay home in the event of an outbreak.'
- Host families are not considered "in loco parents" so not able to provide consent for vaccinations on behalf of the international student.
- Written consent from parent/family would be required for student to be included in any immunization clinic.

International Student Graduation Credit Policy

Purposes of ISGCP

- To ensure that international students on the BC Grad program acquire the skills, knowledge, and attributes for post-graduation success
- To promote a learning experience that maximizes the benefits of cross-cultural learning.
- March 2019- IPSEA consultation
- July 2019 – Updates to reflect new curriculum/grad program
- Sept2019 – review consultation summary
- Next steps – refer to handout
- Respond to feedback on current curriculum implementation

Student Exchange and Mobility Awards

- Application window currently open – deadline is October 5, 2019
- Purpose – encourage and support intercultural engagement and skills development for BC students, promote reciprocal education relationships and collaboration for BC schools and districts with international partners
- Selection preference for MOU partners and alignment with Government projects and programs
- Selection by equitable regional distribution

Intercultural skills Assessment Training Seminar

- Purpose – increase intercultural skills and global competence knowledge and assessment capacity in the province
- Requires SEMA application by September 16, 2019
- Seminar dates – October 2-4, 2019

IRCC DLI project

- Establish criteria for designating K-12 learning institutions to receive foreign national minor (FNM) students
- Establish custodianship criteria for FNM students
- Address issues of unaccompanied minors
- Sept 2018 Discussions with provinces/territories re K-12
- Aug 2019 Draft Pan-Canadian Framework on the designation of Learning Institutions (Primary and Secondary) available for consultation with sector
- Sept/Oct P/T consultations with sector
- Oct/Nov 2019 Feedback to IRCC from all Provinces and Territories (P/T)'s
- Time line for implementation is not known – at least Sept 2020

Challenges for Establishing a Pan-Canadian Framework

- Currently no formal reporting to IRCC on the enrolment status of FNM students
- Significant differences between P/T educational ministries
- Significant differences between school districts/Authorities across country
- Differing federal/provincial/territorial legislative
- Requests from across Canada for a mechanism to report changes on student status (change of custodian)

Custodial definition

Some of the wording IRCC is considering may include:

“To follow the requirement under Immigration and Refugee Protection Act, section 39, an individual who is appointed by parents or legal guardians to provide care and support of a minor child while in Canada and must reside within a reasonable distance (as determined by each jurisdiction) of the child’s intended residence and school and be able to fulfill their obligations in the event of an emergency.”

*Dwayne Cover will create a complete presentation to share with IPSEA (via Kathren Clarke)

2:40pm: motion to adjourn meeting Colin Guiguet; Kim Luteijn; second Greg Kochanuk; carried

Meeting Adjourned

Links

- ⇒ BC Ministry of Education links: <https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/legislation-policy/public-schools>
- ⇒ Ministry of Health MSP for international students: https://www2.gov.bc.ca/assets/gov/health/health-drug-coverage/medical-services-plan/bc-residents/public_qa_health-fee-international-students.pdf
- ⇒ Grad Program Policy guide (2019): <https://www2.gov.bc.ca/assets/gov/education/kindergarten-to-grade-12/support/graduation/graduation-implementation-guide.pdf>
- ⇒ Direct contact with IRCC for process or program guidance and clarifications: IRCC.IPGDLIlist-ListeEEDOPI.IRCC@cic.gc.ca
- ⇒ Registration of Canadians Abroad: <https://travel.gc.ca/travelling/registration>
- ⇒ Canadian Embassies and Consulates: https://travel.gc.ca/assistance/embassies-consulates?_ga=2.118098049.988833492.1527011704-814661686.1389382201

*Reminders

- ⇒ Members can log into IPSEA website
 - <http://www.members.studyinbc.org> (cut and paste this address into web browser)
 - username is your first name.last name (all lowercase, no space)
 - password: if you forgot click on “forgot password” and a new password will be sent to you

Next Meetings:

- Monday December 2, 2019
- Monday March 2, 2020
- Monday June 8, 2020