



International Public School Education Association

BRITISH COLUMBIA CANADA

IPSEA

IPSEA Meeting Minutes
Zoom Virtual Meeting
March 5, 2021
10:00am-12:00pm

In Attendance:

Kathren Clare IPSEA, Colin Guiguet, Saanich School District; Amy Shoup, Rocky Mountains; Ronda Bell, Qualicum; Michael Frankowski, West Vancouver, Sheri Wakefield, Gulf Islands; Jamie Askew, Coquitlam; Lynne Bolen, North Vancouver; Alison Keple, Cowichan; Amber O'Quinn, Sooke; Angela Ferraro, Burnaby; Angela Olsen, Surrey; Brian Campbell, Peace River; Carrie Li, Richmond; Clare George, Delta; Colleen Hannah, Mission; Dania Pimm, North Peace; Danielle Warren, Surrey; Dave Ryder, Abbotsford; Dean Eichorn, Delta; Douglas Lee, Coquitlam; Elizabeth Cho-Frede, Abbotsford; Faizel Rawji, Sea to Sky; Geoff Johnston, Coquitlam; Glen Tiechko, Abbotsford; Greg Kochanuk, Comox; Jamie Askew, Coquitlam; Jeff Davis, Victoria; Jeff Guy, Okanagan Skaha; Jodi Hicky, Peace River North; Josie Jiang, Comox Valley; Jean Wong, Coquitlam; Kevin O'Donnell, Cowichan; Karen Klein, New Westminster; Karen Symonds, Delta; Kent Brewer, Kamloops; Kim Stix, Campbell River; Laura Schwertfeger, Sooke; Lois Leonard, Okanagan Skaha; Lori Sluth, Rocky Mountains; Lorna Goulet, Langley; Marc Fryer, Alberni Valley; Margarite Pearce, Maple Ridge; Mark Leiper, Langley; Mary Shi, Victoria; Monica De, Rocky Mountain; Pilar Divoky, Victoria; Ramona Hamilton Cook, Richmond; Raquel Steen, Central Okanagan; Rebecca Rowley, West Vancouver; Richard Payne, Burnaby; Rich Oliver, Okanagan; Iris Leung, VSB; Rob Hutchins, Nanaimo; Rob Macaulay, North Okanagan; Ross Pepper, Qualicum; Steve Caan, Okanagan Skaha; Shannon Spencer, Surrey; Shawn Silverstone, Coquitlam; Spencer Gray, Saanich; Stephanie Claggett, Coquitlam; Trevor Gee, New Westminster; Tricia McCuaig, Maple Ridge; Troy

Cunningham, Richmond; Tymon Hsieh, Maple Ridge; Uli Murtagh, Rocky Mountains; Yiwen Zhang, New Westminster.

Special guests: Marnie Mayhew (Executive Director), Dwayne Cover (Director) from the Ministry of Education, International Education Branch.

Marnie and Dwayne discussed with the membership that they have been working very closely with both Kathren Clarke and Bonnie McKie CAPSi to navigate through COVID. They felt it was timely to check in with the membership. They have been advocating for our sector with those from the post-secondary sectors to help host and support international students when they arrive in B.C.

We were asked to look forward to how things may look and to give as much lead time as possible to help take some action on those things.

The Ministry has been working on guidelines for Mental Health which should be going live on the website very soon – we will get an announcement when it is up and running. This is for administrators and counsellors dealing with International Students. There will be a workshop through BCCIE with a walk through about the guidelines with a forum for discussion.

Marnie and Dwayne have appreciated all of the members input and desire to continue to work collaboratively.

Welcome (Amy Shoup)

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

Colleen Hannah, Mission asked that we start each meeting by recognizing the traditional territory of our area. This should also be part of our webpage, something that can be discussed off-line about how to go about this.

Motion to accept was from Jeff Davis, second was from Marc Leiper – carried.

Welcome to Allison Kemple for Cowichan District.

2) Review and approval of minutes from last meeting – (Sheri Wakefield)

Motion to accept was from Colleen Hannah, second was from Greg Kochanuk, carried.

3) President's Report – Amy Shoup

a) Member's check-in (roundtable Q&A)

No comments

b) June 4th meeting (virtual)

Our next meeting will be virtual; hopefully in 2021-2022 we will be able to all meet again in person.

c) Staff changes and retiring members

Steve Caan is returning to Central Okanagan, Jeff Guy is returning to Okanagan Skaha Retirement – Rick Oliver from Central Okanagan is retiring at the end of June.

Document about earning credits in secondary schools for international students was sent to the membership. The ministry has sent a survey about DL to superintendents – if you have not received this, please be aware. The document came about when there was a conversation with Pete from the Ministry and so a question was asked if this was acceptable for us to share.

There was discussion on this survey and what districts are wishing for. Lynne Bolen (North Vancouver) asked for a consensus of what others were thinking. Kathren answered that all 5 districts from the executive that met with Pete all had

The common message was that we did not want to dummy down the dogwood. The Dogwood is looked at internationally as a prize to get, is well respected. What Ontario is doing is something that BC does not wish to do.

The wish was for schools to offer this themselves or be able to go through other school districts, not necessarily the business.

IPSEA's members of the DL committee will be meeting with Pete next week.

Question – is it possible to share these documents? There were no objections.

Karen Klein just wanted to add that this is just suggested practice for districts and not policy.

4) Executive Director's Report – (Kathren Clarke)

a) IPSEA Agent Virtual Workshops are on track. We have the trade commissioners and immigration officials who will participate and give presentations.

i) Brazil April 7-8

ii) Mexico April 14-15

b) General Business

i) Data collection 2020-2021

We never did one last year so it is important that we do one this year, Kathren will send out a questionnaire in May to be completed by June. Looking at all aspects of programs and will not be shared to others outside the IPSEA group but gives Kathren the information she needs.

Exiting student #'s (country of origin)

Kathren will be also asking about exiting students by country so that she can work with YVR about outgoing students. She will also ask in the summer so that she can share with YVR and CVSA.

ii) China #s (down %)?

Kathren asks for districts to report China #'s are down for this percentage to see if we can get Global Affairs and to help them guide them on helping get our numbers up. Members responded in chat.

b) Government & International Liaison

i) MOE supportive

Marnie and Dwayne have been very supportive.

ii) MSP information session being organized compiled list of common concerns

Kathren is compiling all of the questions and will send them to Dwayne so that we can arrange an information workshop with MSP and IPSEA numbers.

iii) CBSA

It's a process. Although they are federal, they have their own detachments who different protocols. CBSA is different in Calgary than it is in Vancouver or Toronto for example.

5) Treasurer's Report – (Ronda Bell)

a) Review Financial report to date

Cashbook – we have not been spending any money besides the Executive Directors salary. One of the conversations that the Executive have had about fees moving forward, and it was felt best to keep the membership fees to stay the same as it could be difficult to make it lower and then bring it back up again. That said, if anyone feels they need the help, to please reach out to the Executive to discuss.

Out of the 82,000 there is about 9,000 that will go to the mission as well as about projects needing financial support.

i) Projects needing financial support: website /logo refresh, legal templates June 2015

The mission is a separate account and was paid by districts who are taking part on the mission.

Ronda Bell motioned that the

First – Colleen Hannah

Second Laura Schwertfeger

Motion carried

Committee Reports

6) Travel Preparedness (Ronda Bell)

Committee members met to discuss the concerns about travel safety for when we travel again. There are different scenarios that took place with different districts where they came into situations that were unexpected and there was a wide variety of how districts reacted. Some districts would cover unexpected expenses, some would not.

Ronda shared a question sheet that was shared with senior administrators for each committee member. She is now putting it forward for all to share with their own senior administrators to discuss. The main reason for the form is to name the key people to contact in case of an emergency.

Note – if you do have an injury when on the road to contact your senior administrator immediately as you will need to claim WCB. You may feel you do not need this right now but you may in the future. This includes PTSD. Cover yourself for the future.

Make sure your district credit card covers what it covers. Travel agents are worth the added cost. Your health and well-being should come first.

A form was share to share with your senior administrators for when you travel, so you have the information for yourself and those who are at home in case of any emergencies. The membership was asked to review this and let us know if they feel anything should be changed.

Travel Preparedness Document will be distributed before next meeting.

7) Website/logo Refresh (Colin Guiguet)

Names of companies have been received to get quotes on a website and logo refresh. It has been in place for 2 years now, the website was last updated in 2012 and the logo is in need of an upgrade. We have received quotations; we had them adjust to reflect a lower budget for this year. This will save time for Kathren and help her look more professional when dealing with agencies around the world. Quotes range from \$5000 to \$7500. Hopeful to have this all completed by June 30th. Approval is needed from the membership for us to move forward.

Motion – To use a maximum of \$7800 of the IPSEA surplus for a brand refresh and logo update from quotations received. Second – Colleen Hannah Motion passed.

8) Homestay (Ronda Bell)

The homestay group continues to meet weekly on Mondays from 2-3 and welcome anyone to join at any time. Just send Ronda an email if you are interested. Dwayne mentioned about the mental health information that is to be released and Ronda recommended that everyone look at this as she feels that everyone will be pleased.

a) Homestay Parents Vaccinated (Michael Frankowski)

If as everyone gets vaccinated, do you think that there will still be restrictions for homestays over 65 still be for quarantining. Does anyone have any information? Hearing nothing, we are hopeful that will happen.

9) DL Committee (Amber O'Quinn)

- a) It was suggested in the DL review meetings that if MoE moves forward on expanding DL, MoE consider having a reference guide for assigning credits (external, challenging, equivalency).
- b) IPSEA has a good reference document created by Karen Klein.
- c) Completed in Feb 2020
- d) Review with members with the goal to share with Piet Langstraat as a reference guide of what IPSEA members have
- e) A survey was created so that all members could speak up as each different district may have a different response.

10) Executive Committee Positions: final call for nominations (2021/2022 term) (Michael Frankowski)

Each year, we hold elections for executive committee members, with the exception of Past President.

Self-nominations are allowed under Robert's Rules and you are welcome to make nominations from the floor. This year, we have the following nominations:

Colin Guiguet for President
Sheri Wakefield for Vice President
Kevin O'Donnell for Treasurer
Amber O'Quinn for Secretary

If further nominations are received, an election will take place at the AGM in June. Should no further nominations be received prior to or at the AGM, these members will join the executive committee at the conclusion of the AGM.

Please note that it is customary but not required to call for nominations for each position three times before declaring nominations closed at the AGM. I will simply close the nominations once no more are forthcoming.

11) CAPS-I update (Angela Olson)

Everyone should be fairly up to date with the weekly Talk Tuesdays offered by CAPSi. Every Tuesday at 11:00 – please join in to get all of the current information. Every member of CAPSi should have received the information on the CAPSi conference which is virtual this year. If not – please let Angela know or go to the CAPSi website.

12) Transfer Amounts to schools (aka funding from international based on headcount)
(Michael Frankowski)

As we look at our budgets next year, we are looking to save some money. Michael will be asking anyone who wishes to participate, what is your districts funding strategy for IE students in schools. Michael will send out an email with this question. If you wish to participate then you will be shared the results.

13) Question from Margarite Pearce – about the portals at the airport – Kathren asked for feedback from the members if they used it and was or was it not successful. It worked on the “off” days well, but on the busy days it did not help. There was one day that was chaotic for all students.

Formal meeting concludes

*******In Camera session (no recording devices)**

Attachments:

- 1) Minutes November, 2020)
- 2) Directory (Feb 2021)

Documents to be sent prior to meeting:

- 1) Financial report (Ronda)

Next general members meeting:

1. June 4, 2021, 10:00-12:00pm (Zoom)

BC Ministry of Education Back to School plan:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/covid-19-return-to-school>

IRCC:

Study permit processing times <https://www.canada.ca/en/immigration-refugees-citizenship/services/application/check-processing-times.html>

General information: <https://www.canada.ca/en/immigration-refugees-citizenship/services/application.html>

Travel-restrictions: <https://travel.gc.ca/travel-covid/travel-restrictions/visitors-workers-students#students>

Centre Disease Control BC updates: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/data>

BC Regional Health Authorities: <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/partners/health-authorities/regional-health-authorities>

COVID 19 Public exposure (international and domestic flights)

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/public-exposures>

Next members meeting:

June 4th Virtual zoom 10-1pm