

PROFESSIONAL DEVELOPMENT COMMITTEE MEETING

Wednesday, November 5, 2025

VINTA, Port Hardy, 4:30 pm

- Minutes -

Melanie Demoe	PHSS	Evania Nolan	SVES
Shawn Gough	VINTA	Barb Cave	EVES
Serena Lansdowne - Zoom	AJES	Frank MacLean	PHSS
Steph Boal	NISS	Sarah Soltau	FRES
Courtney Wall	PHSS	Brook Zawislake	NISS - Zoom

1. Call to Order. Sarah Soltau 4:36 pm.
2. Review/adoption of agenda dated November 5, 2025.
add g, learning progression workshop
Moved – Wall/MacLean
That the agenda dated November 5, 2025 be adopted as amended.
CARRIED
3. Review/adoption of minutes dated October 1st, 2025.
Moved – Cave/Boal
That the minutes dated October 1st, 2025 be adopted as circulated.
CARRIED
4. Business:
 - a) November 28th District Day
mental health, Tamara Strijack keynote, Gordan Neufeld's daughter, 2 sessions as well. Erin Pickering, Pro-D chair from Campbell River, peaceful, meaningful learning circles, intermediate teacher, would cover the TTOC costs and travel \$60 per hour plus prep time. Tamara 45min Keynote it will be at NISS in Port McNeill, Keynote should be done in the multi purpose room, will see if the food prep kids can do setup if the basketball team cannot. \$200 donation to do setup and clean up. Vanessa Corey mental health first aid, \$80/person which is a deal, it's a 5-hour workshop to get certified. Shannon is doing CPI which is also an all day, looking at getting basketball refereeing by Larry Street. Booklet will be ready by November 14th and the Deadline will be November 19th, please ensure staff are getting their choices in quickly so that we can purchase enough food for everyone. CUPE is welcome to attend, it is up to CUPE to pay them not VINTA.
 - (i) will need 6 classrooms
 - (ii) All classrooms will need some sort of screen and projector
 - (iii) Keynote is in the multi-purpose room, get a riser from PHSS, lapel mic? Keynote will be from 9-10:15 10:15 – 10:30 snack, 10:30 -12 fist session 12-1 lunch, 1-3 second session. Separate line or separate time for those in the Menal Health first aid so that they can quickly get through lunch only 30mins, allergies to dragon fruit, peaches and hazelnuts.
 - (iv) NISS food students will be making lunch, \$20 a person roughly 120 ppl - \$3000
 - (v) Shawn can drive anyone if needed, so far it is not in demand.
 - (vi) Serena will pick up the hot chocolate for the presenters on Monday before Pro-D

(vii) Make signs and distribute them around the school, ensure that the technology in each classroom is working

(viii) Introduction of presenter if required, hand out thank you gifts, tech support if needed which means find Dawn for support. Be there at 8am please. Shawn make coffee and Marnee bring fruit for snack, apples, oranges and bananas

b) Conference Communications with Teachers

PSA Day is advertised by BCTF we had it on the VINTA website and Sarah had it on the Facebook page but it is really up to the Teachers to look for the information. BCTF had plenty of options available.

c) Joint Pro-D update

Teresa MacKenzie is the new local CUPE Rep. Irene will be working with UBC on a mentorship pilot project.

d) May Day Ideas

Food sustainability, Jared Williams chef in Cowichan could do the keynote, has presented in the past, food security, would like people to go out and explore food sustainability. Talk to Leslie Dyck for ideas, Farlynn Marzolf, food sustainability, BC Agriculture in the classroom, Georgia with bees and cows, Mark Peeler seaweed farming

e) School based day in February

Each school is responsible for planning the day, \$600 for larger schools and \$400 for smaller ones, plan for something that most teachers will be interested in your school, communicate which staff of options, manage funds carefully

f) Jen Kelly proposal

Screening primary grades and money implemented to do it, use the data from the screening, Kindergarteners are the only one right now, do what you want, how you want with no guidance. Jen Kelly, early years, consultant. We have \$5k to spend on evidence based literacy, district has \$247k to use. Asked what is possible. She can do evening online classes then take up residency in the spring to help implement screening, basic core knowledge screening in spring, make changes to instruction come back in sept, take it and make a plan. Would cost \$22k to make it happen without release time of teachers, \$5k would be us and the rest the district would have to cover. Barb asked if there was a screener that Jen likes more? Sarah said they are all the same. Most teachers don't know what to do with the data that they get from the screening. Shawn said that it was brought up at the board meeting and they would like to postpone it a year to 2027.

g) Learning Progression Workshop

K-4 teachers learning progressions Math and Language arts, content document sorted into grades, scope + sequences similarities, sessions afterschool hours in February to learn how to use the learning progression format, they are working on a 5-9 learning progressions but it does not seem to be working and is being re-done

5. Correspondence: None

6. Reports:

a) Financial:

- i) Current Financial Report vs Budget.....**5-7**
Received first installment from the board office, lots of people are using their individual funds, no TTOC has been paid yet, we have money in the account to cover costs with other savings accounts available.

Moved – Demoe/MacLean

That the current financial report be accepted as presented.

Carried

7. Other Business:

Adjournment 5:30pm

Action List

Steph Boal – Look into Set-up, take down and clean-up options, create signs, help plan room organization, when we know #'s. Look into what type of mic's are available.

Serena Lansdowne –buy hot chocolate for presenters

Sarah Soltau – Talk with Steph about rooms when we have #'s, talk to Leslie Dyck

Marnee McGhee – Buy Fruits for snack

Shawn Gough – Ensure we have coffee + Creamers