



**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

Held on Tuesday, September 8, 2015
At the School Board Office, Gibsons, B.C.

PRESENT: **TRUSTEES:** B. Baxter, L. Dixon, D. Mewhort, L. Pratt, G. Russell, P. Ruth,
C. Younghusband

STAFF: P. Bocking, Superintendent of Schools
G. Kitchen, Assistant Superintendent of Schools
N. Weswick, Secretary-Treasurer
E. Reimer, Administrative Assistant (Recording Secretary)

REGRETS: Trustee L. Dixon

#1. Call to Order

The meeting was called to order at 7:00 p.m.

Chair Baxter acknowledged that the meeting was taking place on the traditional territory of the Squamish Nation and welcomed members of the audience.

#2. Presentations

- a. To commence in October 2015.

#3. Public Question Period

- There were no questions.

#4. Adoption of the Agenda

MOTION: Pratt/Younghusband

“THAT the agenda of September 8, 2015 be adopted.”

Carried.

#5. Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings

MOTION: Mewhort/Russell

“THAT the minutes of the Regular Meeting of June 9, 2015, the minutes of the Special Meeting of June 18, 2015, the Record of Closed Meeting of June 9, 2015 and the Record of the Special Closed Meeting of July 14, 2015 (with corrections) be adopted.”

Carried.

#6. Reports

- a. Executive Reports

- i. Strategic Plan Update: Communication

The report was submitted as written. Superintendent Bocking commented on various plans to enhance communications with parents, staff and the community in general.

ii. Superintendent's Report

The report was submitted as written. Superintendent Bocking underlined the district's achievements in music instruction at the elementary level. The district will investigate the possibility of developing a consistent band program for students in grades 6 through 12 in the coming year.

Other items reported:

- The school district shares the community's concern for families affected by layoffs that occurred at the mill over the summer months. The district has not seen an impact on enrollment at the elementary level as a result of the partial closure.
- Some challenges with timetabling at the secondary level on the first day of school.
- Sechelt RCMP has indicated that a School Liaison Officer will be hired soon.
- Many district representatives were in attendance at the 71st Child Development Centre opening celebration.
- The district will meet with the SCRD to discuss future partnerships.

1. Administrative Regulation to be Repealed:

a. Regulation 2740 – School Planning Councils

The regulation is being repealed as a result of changes to the *School Act*, as proposed in Bill 11, which removed the requirement for School Planning Councils. The district understands that the ministry will develop a new framework for consultation and will create a regulation to support that in the future.

iii. Secretary-Treasurer's Report

1. Summer Work

Secretary-Treasurer Weswick highlighted summer work performed by maintenance staff over the summer months, including water savings initiatives, asbestos remediation, gym floor resurfacing, roofing replacements and the standard custodial deep clean. Thanks were given to all maintenance and custodial staff for their hard work over the summer months. A detailed report will be provided to the Operations Committee in September.

2. Audited Financial Statements

Secretary-Treasurer Weswick reviewed the Schedule of Operating Operations (Schedule 2) of the Audited Financial Statements, noting that the total Operating deficit of \$599,657 at the end of the year reduced the prior year's surplus by the same amount.

MOTION: Pratt/Mewhort

“THAT the Board of Education of School District No. 46 (Sunshine Coast) approve the 2014/15 Audited Financial Statements, as presented.”

Carried.

3. Unrestricted Surplus Allocation Recommendation

Secretary-Treasurer Weswick further reviewed changes to the total surplus, as compared to the previous year's end, and changes to restricted surplus items, including district programs. Information was provided to support a reallocation of \$156,000

from unspent restricted surplus items in order to provide teachers with 4 half-day sessions to support the implementation of the new curriculum. Secretary-Treasurer Weswick further recommended that unrestricted surplus funds be distributed as follows:

- \$875,000 - 2/3 surplus allocation to school sites for school-based decision making
- \$100,000 - Allocated to support Strategic Plan initiatives
- \$30,000 - Allocated to support Next Generation Network (NGN) hardware
- Holdback - Exempt compensation (\$130,000)
- Holdback - Potential for enrolment decline (\$179,308)

Clarification was provided for both recommended holdbacks. In the case of the exempt compensation holdback, a portion of the unrestricted surplus will be held to fund unknown salary increases for principals, vice-principal and other exempt managerial positions. The remainder of funds will be held in the event of enrolment decline due to the partial mill closure and the potential for loss of students and adjustments to staffing.

MOTION: Russell/Younghusband

“THAT the Board of Education of School District No. 46 (Sunshine Coast) accept the recommendation to immediately direct \$875,000 for schools to enhance their 2015/16 budgets.”

Carried.

MOTION: Mewhort/Younghusband

“THAT the Board of Education of School District No. 46 (Sunshine Coast) accept the recommendation to allocate \$100,000 to Strategic Plan initiatives, \$30,000 to Next Generation Network hardware, \$130,000 holdback for exempt compensation and the remainder as holdback for potential enrolment decline.”

Carried.

iv. Information items

1. Larger Cheques Written in the Months of June, July and August 2015

The report was submitted as written.

b. Board/Committee Reports

i. Board Report

The report was submitted as written. Chair Baxter announced that Trustee Lori Dixon would be on a two month medical leave and wished her a speedy recovery on behalf of the board.

Chair Baxter drew attention to a motion from the closed meeting of June 9, 2015 relating to the Strategic Plan that stated, “THAT when we do our implementation plan we look at major initiatives to educate about systemic racism and the damage it can do in our community.”

Trustees discussed proposed changes to Policy 5 (Role of Board Committees) and Bylaw

62 (Committees) that were brought forward as a result a motion to reinstate a policy committee. The suggested bylaw adjustment to bylaw 62.2 would allow all seven trustees to sit on both the Committee of the Whole and at the Policy Standing Committee.

MOTION: Pratt/Russell

“THAT the revised Bylaw 62 (Committees) be read for a first time.”

Carried.

MOTION: Pratt/Russell

“THAT the revised Bylaw 62 (Committees) be read for a second time.”

Carried.

Trustees unanimously agreed to move to a third reading of the bylaw.

MOTION: Pratt/Russell

“THAT the revised Bylaw 62 (Committees) be read for a third time, passed and adopted.”

Carried.

Trustees discussed two recommended changes to Policy 5 (Role of Board Committees) and agreed to defer the recommendation to change policy 5.4 for discussion at the Policy Standing Committee, once formed.

MOTION: Pratt/Russell

“THAT the terms of reference for the Policy Standing committee be added as section 5.8 (iii) of Policy 5 (ROLE OF BOARD COMMITTEES) as follows:

Policy Standing Committee

Terms of reference: The Policy Standing Committee shall review existing policies and consider amendments or new policies to enhance the effectiveness of Board governance.

AND the remainder of the policy be renumbered.”

Carried.

1. Strategic Plan 2015-2019

The final print version of the 2015-2019 Strategic Plan was distributed at the meeting to trustees and members of the audience. Trustees shared their enthusiasm and appreciation for the professionally formatted and printed plan and related materials. Copies of the Strategic Plan 2015-2019 brochure, bookmarks and posters will be available to each of the schools for further distribution.

2. BCSTA Provincial Council

There were no suggested motions to bring forward to the October BCSTA Provincial Council.

3. BCPSEA School District and Government Advisory Committee

Chair Baxter reported that she had put her name forward for the BCPSEA School District and Government Advisory Committee. BCPSEA will announce those selected to the committee in late September. Trustee Younghusband advised that the committee would consist of five trustees representatives, one BCASBO representative and one BCSSA representative.

ii. Special Committee of the Whole Notes – June 9, 2015

The notes were submitted as written. The Board Evaluation Working Session has been rescheduled to November 3rd due to Trustee Dixon’s absence.

iii. Operations Committee Notes – June 18, 2015

The notes were submitted as written. Trustee Mewhort brought attention to the Emergency Preparedness information that has been posted to the district website.

MOTION: Mewhort/Ruth

“TO receive the reports.”

Carried.

#7. Correspondence

- a. K. Pridmore to SD46 – Employment Practices Liability Program (Ref: 183584)
- b. C. Dettling – Safe Stop Program

MOTION: Mewhort/Ruth

“TO receive the correspondence.”

Carried.

#8. Questions and Enquiries from the Public Relating to the Board Meeting

- A member of the audience requested clarification of the “Other Tuition Fees” listed on page 28 of the Audited Financial Statements. Secretary-Treasurer Weswick indicated that the fees relate to monies received from the Conseil Scolaire Francophone for lease monies received for L’École du Pacifique as well as international student fees.
- Best wishes were given to Assistant Superintendent Kitchen in his new position with the Victoria school district.

#9. Next Meeting

The next public board meeting will be held on October 13, 2015.

MOTION: Pratt/Mewhort

“TO approve the committee agendas, with the addition of the Safe Stop Program Correspondence as item 5 on the Operations Committee agenda.”

Carried.

#10. Adjournment

MOTION: Mewhort/Pratt

The meeting adjourned at 8:21 p.m.

Carried.



Chair



Secretary-Treasurer