



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

Held on Tuesday, November 10, 2015
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: B. Baxter, D. Mewhort, L. Pratt, G. Russell, P. Ruth,
C. Younghusband, W. Henley (Student Trustee)

STAFF: P. Bocking, Superintendent of Schools
V. White, Director of Instruction
N. Weswick, Secretary-Treasurer
E. Reimer, Administrative Assistant (Recording Secretary)

REGRETS: Trustee L. Dixon

#21. Call to Order

The meeting was called to order at 7:03 p.m.

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

#22. Presentations:

a. Celebrating Education: Story Baskets – K. Deasey

Kirsten Deasey, Marilyn Downey and Lauri Paul demonstrated several of the district's Story Baskets, which contain toys and materials with themes that match books distributed through the Imagination Library. The toys and materials in the story baskets are used to create small vignettes that children may play with to further develop reading strategies and skills. Children are often seen playing with the story basket materials while demonstrating vocabulary, pace and intonation from the stories that they are familiar with. There are currently 15 baskets that are shared with StrongStart and kindergarten classrooms.

Trustees shared their enthusiasm for the Story Baskets and thanked donors for their support of the Imagination Library. Student Trustee Henley suggested that efforts be made to reinforce reading at the secondary level by making connections through the grades and connecting to real life experiences.

Chair Baxter thanked the presenters and welcomed members of the audience.

#23. Public Question Period

- A member of the press requested an update on the status of recent busing situation at Halfmoon Bay Elementary School. Superintendent Bocking provided a response.

#24. Adoption of the Agenda

MOTION: Mewhort/Pratt

“THAT the agenda of November 10, 2015 be adopted.”

Carried.

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

MOTION: Mewhort/Pratt

“THAT the minutes of the Regular Meeting of October 13, 2015 and the Record of Closed Meeting of October 13, 2015 be adopted.”

Carried.

#26. Reports

a. Executive Reports

i. Strategic Plan Update:

1. Goal 1.b. – Reading / Goal 2.b. – Reading Teachers

Superintendent Bocking spoke to his written report and responded to questions from trustees.

2. Goal 2.i. – Sustainable Practices

Secretary-Treasurer Weswick spoke to his written report and responded to questions from trustees.

ii. Superintendent’s Report

Superintendent Bocking reported that April McKnight would act as interim principal at Pender Harbour Secondary School until the end of the school year. The principal pool process will begin in the late winter/early spring with a permanent assignment announced in April 2016.

Director White indicated that the district is currently collecting data for this year’s MDI.

Superintendent Bocking shared information on a professional development opportunity for teachers, hosted by the Sechelt Indian Band, taking place on Monday, November 23rd.

Superintendent Bocking highlighted the cooperation between the district and the SCTA in establishing a curriculum implementation schedule.

1. Learning Improvement Fund (LIF) Final Allocations

Director White spoke to her report describing the use of \$561,000 of the Teacher Education fund and \$84,828 of the Learning Improvement Fund. The remainder of funds will be held in reserve to address issues that arise throughout the school year.

2. Administrative Regulation for Circulation:

a. Regulation 4550 – Student Fees

Secretary-Treasurer Weswick spoke to the revised regulation and indicated that the revisions would allow for the collection of fees from graduated adults and provides clarification on fees for international students.

The amended regulation will be circulating until January 6, 2016 and comments are invited during this period. Additional information on the process can be found at www.sd46.bc.ca/index.php/regulation.

iii. Secretary-Treasurer’s Report

Secretary-Treasurer Weswick spoke to his written report and announced that the Coast Group was selected as the preferred proponent from the Audit Services tender.

1. Minor Capital Grant – Madeira Park Boiler Replacement

MOTION: Pratt/Russell

“THAT School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126956, in the amount of \$453,750, be read for a first time.”

Carried.

MOTION: Pratt/Ruth

“THAT School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126956, in the amount of \$453,750, be read for a second time.”

Carried.

Trustees agreed unanimously to move to a third reading.

MOTION: Pratt/Russell

“THAT School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126956, in the amount of \$453,750, be read for a third time, passed and adopted.”

Carried.

iv. Information items

1. Larger Cheques Written in the Month of October 2015

The report was submitted as written.

b. Board/Committee Reports

i. Board Report

Chair Baxter spoke to the Board’s report and highlighted the Ministry’s first annual Education Liaison Meeting, attended by board chairs, superintendents and secretary-treasurers from across the province, followed by BCSTA’s Board Chairs’ Meeting.

1. Strategic Plan: Mission and Values

Chair Baxter indicated that the mission and values are the foundation of the strategic plan.

2. BCSTA Report

The report was provided as written. Trustee Mewhort indicated that Trustee Ruth had attended both the BCSTA Provincial Council and BCSTA Education Committee meeting as an observer.

3. BCPSEA Report

Trustee Younghusband provided a report and indicated that a summary of the BCSTA/BCPSEA advisory committee would be shared with trustees in the near future.

4. DPAC Report

The minutes from the last DPAC meeting were included in the board package. Chair Baxter thanked DPAC for their efforts to make parents aware of upcoming board agendas.

5. Student Trustee/DSLIT Report

There was no report as the DSLIT had not met since the last board meeting.

ii. Committee of the Whole Notes – October 28, 2015

The notes were submitted as written.

iii. Operations Committee Notes – October 20, 2015

The notes were submitted as written. Trustee Mewhort brought attention to the minor capital grant applications and the Safe Stop program recommendation.

iv. Education Committee Notes – October 28, 2015

The notes were submitted as written. Trustee Younghusband drew attention to David Barnum's report on curriculum implementation and the committees' conversation on the Inspirational Achievement Award (formerly known as the France Fleming Award).

Trustees discussed the requirement to designate ten hour of non-instructional time in order to support the implementation of the new curriculum.

MOTION: Mewhort/Pratt

“THAT the 2015-2016 School Calendar be changed as a result of the ministry directive to re-designate 10 non-instructional hours, 5 hours on January 4, 2016 and 5 hours on March 29, 2016.”

Carried.

v. Policy Committee Notes – October 27, 2015

Vice-Chair Pratt spoke to the meeting notes.

MOTION: Pratt/Russell

“THAT the Board of Education of School District No. 46 (Sunshine Coast) update Policy 4 (Role of the Chair) as follows:

4 *ROLE OF THE CHAIR*

The Chair shall protect the integrity of Board process and Board cohesion, co-ordinate the business of the Board through agenda-setting, represent the Board to outside parties, and speak on behalf of the Board. Consequently, the Chair shall:

- 4.1 *Maintain a strong understanding of the Board's policies, bylaws, rules of order and strategic plan, and hold the Board to its rules.*
- 4.2 *Ensure that meeting agendas and discussions are limited to those issues which are clearly in Board jurisdiction.*
- 4.3 *Facilitate reasonable opportunity of every trustee to be heard and understood by the Board, and take responsibility for developing and articulating a collective Board position.*
- 4.4 *Chair Board meetings with all the commonly accepted powers (e.g. ruling, recognizing), and keep deliberation timely, fair, orderly, thorough and efficient.*
- 4.5 *Notwithstanding Policy 3.14, vote while presiding over a meeting only when it will change the outcome of the decision.*

- 4.6 *Make decisions and representations on behalf of the Board which fall within and are consistent with any reasonable interpretation of Board policy, motions and planning, and keep the Board informed of such decisions and representations.*
- 4.7 *Coordinate and encourage input, concerns, ideas and information from trustees and senior administration, and oversee either the placement of these items on Board agendas, or appropriate delegation of them to the Superintendent, Secretary-Treasurer or Board committee in accordance with Board policy.*
- 4.8 *Establish a professional, working relationship with the Superintendent that emphasizes the clarification of Board directives; the sharing of information and trustee/community concerns; and provision of accurate, thorough and up-to-date information to support Board decision-making.*
- 4.9 *Upon consultation with all trustees, appoint members and chairs of Board Standing Committees and Ad-hoc Committees, and representatives/liaisons to external organizations and committees.*
- 4.10 *Delegate duties to the Vice-Chair, including facilitating the transfer of all duties when the Chair is to be absent.*

Carried.

MOTION: Pratt/Russell

“TO receive the reports.”

Carried.

#27. Correspondence

- a. A. Attal, Fujitsu America – MyEducation BC system

MOTION: Russell/Mewhort

“TO receive the correspondence.”

Carried.

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

- A member of the audience highlighted an error in the title of the strategic plan report on reading and reading teachers. The report will be corrected.
- A member of the audience asked if special needs students had been considered when selecting the dates for the non-instructional days. A response was provided.
- A member of the audience commented on the ministry’s requirement for additional non-instructional days considering the short length of the school year. A response was provided.

#29. Next Meeting

The next public board meeting will be held on December 8, 2015. Trustees discussed December meeting agendas.

MOTION: Pratt/Youngusband

“TO approve the committee agendas.”

Carried.

#30. Adjournment

MOTION: Mewhort/Ruth

The meeting adjourned at 8:25 p.m.

Carried.



Chair



Secretary-Treasurer