



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

Wednesday, September 11, 2019, 7:00 pm  
School Board Office, Gibsons, B.C.

TRUSTEES: P. Ruth, Board Chair, S. Leech, Vice-Chair, A. Amaral, Trustee, M. Hampvent, Trustee, S. Haines, Trustee, S. Girard, Trustee, T. Ste. Marie, Trustee, J. Carroll, Student Trustee

STAFF: P. Bocking, Superintendent, N. Weswick, Secretary-Treasurer, K. Kerr, Director of Instruction, P. Bishop, Director of Instruction, E. Reimer, Executive Assistant

1. Call to Order

The meeting was called to order at 7:00 pm.

Chair Ruth acknowledged that the meeting was taking place on the unceded territory of the Squamish Nation and welcomed those in attendance.

2. Swearing-in of Student Trustee

Secretary-Treasurer Weswick facilitated the swearing-in of incoming student trustee, Jessica Carroll, to the Board of Education of School District No. 46 (Sunshine Coast).

3. Celebrating Education: Strategic Plan Launch 2019-23 - S. Murawsky, P. Bocking and P. Ruth

Chair Ruth introduced the new Strategic Plan. Superintendent Bocking reviewed the consultation process that took place during the strategic plan development and introduced the implementation plan to achieve the goals set in the 2019-23 plan. Communications Officer, Stephanie Murawsky, reviewed the design and structure of the strategic plan in print form.

4. Public Question Period (10 minutes in total)

- A member of the public asked how the plan differed most from previous strategic plan. Chair Ruth highlighted a shift in focus from social emotional learning to student mental health. Superintendent Bocking noted the inclusion of the affirmation to indigenous people and reconciliation.

5. Adoption of the Agenda

Agenda items were reordered to allow for consideration of the audited financial statements to take place immediately following the Auditor's Report.

**Moved:** Girard

**Seconded:** Amaral

**MOTION:** ““THAT the agenda of September 11, 2019 be reordered and adopted, with the Audited Financial Statements report moved to item 7 and the remainder of the agenda renumbered.”

**Carried**

6. Auditor's Report

Richard Wilson, Incorporated Managing Partner at Crowe MacKay LLP (formerly TCG Professional Accountants LLP), presented the independent auditor's report to the board.

**Moved:** Amaral

**Seconded:** Hampvent

**MOTION:** “THAT the Board of Education of School District No. 46 (Sunshine Coast) accept the auditor's report as delivered on September 11, 2019”

**Carried**

7. Audited Financial Statements

Secretary-Treasurer Weswick presented the Audited Financial Statements to the board.

**Moved:** Amaral

**Seconded:** Girard

**MOTION:** “THAT the Board of Education of School District No. 46 (Sunshine Coast) approve the 2019-20 Audited Financial Statements.”

**Carried**

8. Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings

- a. Regular Meeting Minutes - June 12, 2019
- b. Record of Closed Meeting - June 12, 2019
- c. Record of Special Closed Meeting - June 25, 2019

**Moved:** Haines

**Seconded:** Girard

**MOTION:** "THAT the Regular Meeting Minutes of June 12, 2019, the Record of Closed Meeting of June 12, 2019, and the Record of Special Closed Meeting of June 25, 2019, be approved."

**Carried**

9. Reports

a. Superintendent's Report

Superintendent Bocking shared two poems from the newly published Coastal Voices anthology and spoke to his written report, with the support of Directors Bishop and Kerr,

Superintendent Bocking's full report can be found in the agenda package of the September board meeting.

b. Strategic Plan Reports

1. Goal 1.a. - Student Voice / DSLT

The report was submitted as written.

c. Administrative Regulations in Circulation

Details regarding the administrative regulations in circulation can be found in the committee notes of meetings taking place in May and June of 2019. New and revised regulations will circulate for an eight (8) week period and regulations being repealed will circulate for a four (4) week period.

1. Reg. 4050 - Earthquakes

2. Reg. 5030 - Financial Reporting

d. Administrative Regulations to be Received

The following regulation(s) completed the circulation phase and were received as part of the reports provided at the board meeting.

1. Reg. 1210 - Patriotic Protocols

Superintendent Bocking noted a change from the regulation circulating, specifically that the district would no longer require flags to be lowered at night. The edit reflects a similar change in expectations at the national level.

2. Reg. 3050 - Child Protection

3. Reg. 3020 - Anaphylaxis

4. Reg. 5010- Decentralized Decision Making

e. Secretary-Treasurer's Report

Secretary-Treasurer Weswick spoke to his written report. A complete report on summer work will be provided at the Operations Committee meeting in September.

1. Financial Statement Discussion and Analysis

Secretary-Treasurer Weswick reviewed the discussion and analysis document and highlighted, among other things, the following items:

- Comparison in enrollment and staffing from prior to current year.
- Detailed analysis of the \$2 million unrestricted surplus
- Process for handling unspent staffing and unspent budgets – sustained savings result in a reduced budget in future years.
- An analysis of savings resulted from unfilled absences, noting that savings are returned to school in the form of the unrestricted budget allocation,
- Top factors bearing on future operations, including:
  - The provincial funding model review process,

- Ongoing teacher bargaining,
  - Changes to the classroom enhancement fund,
  - Capital funding for facility needs,
  - Changing technology requirements, and
  - Organizational capacity.
2. Larger Cheques Written in the Month of June, July and August 2019
- The reports were provided for information.

Trustees requested additional information on the following vendors:

- Pacific Blue Cross (staff benefits provider)
- Johnathan Morgan (information to be provided)
- SMCN Consulting (relating to HVAC/dust collector systems)

f. Board Reports

1. Chair's Report

The report was submitted as written. In addition, Chair Ruth noted her attendance at the BC Cannabis open house and public information sessions relating to the low barrier housing development on School Road.

Vice-Chair Leech attended an RCMP presentation at the District of Sechelt prior to the board meeting that evening.

2. BCSTA Report

Trustee Hampvent reported that BCSTA Provincial Council is scheduled to meet at the end of October.

3. BCPSEA Report

Trustee Amaral indicated there were no items to report.

4. Student Trustee Report

Student Trustee Carroll reported that:

- Students are getting back into school routines.
- A student forum is being planned for October at the YMCA camp to discuss school culture, environment issues and facilities.
- The DSLT is contemplating changes to the format of the student talent show (SD46's Got Talent).
- Grade meetings are taking place at Elphinstone Secondary to ensure the student body is aware of the DSLT
- Plans for a Club Fair to assist in engaging students socially.
- Chatelech and Elphinstone Secondary student councils are meeting together to share ideas and further connections between the schools.

- School supplies were provided to all students at the beginning of the year.

g. Committee of the Whole Notes - June 25, 2019

The notes were submitted as written.

h. Operations Committee Notes - June 18, 2019

The report was submitted as written.

i. Receipt of Reports

**Moved:** Haines

**Seconded:** Ste. Marie

**MOTION:** "THAT the reports be received."

**Carried**

10. Correspondence

**Moved:** Hampvent

**Seconded:** Amaral

**MOTION:** "TO receive the correspondence."

**Carried**

11. Questions and Enquiries from the Public Relating to the Board Meeting

- A member of the audience indicated that the maintenance department will ensure proper disposal of Canadian flags if sent in the run. Canadian flags that have flown at parliament hill are also available by request from the Government of Canada.
- A member of the audience asked if there was anything the community could do to encourage the reinstatement of the RCMP liaison officer. Superintendent Bocking responded that he understands staffing shortages due to a lack of affordable housing has been cited as a possible struggle for RCMP officers on the Sunshine Coast. Superintendent Bocking will continue to stress the importance of a liaison officer in future discussions with the local RCMP Staff Sergeant.
- A member of the audience requested additional information on unrestricted surplus, specifically in relation to unfilled absences. Secretary-Treasurer provided additional information, noting that a maternity leave was not replaced due to lack of available staffing. Additional information was requested on the accounting estimates for the average cost of an Educational Assistant for the year. Secretary-Treasurer responded with the the average cost, which includes an estimate for accrued vacation weeks and other items such as benefits and leaves.
- A member of the press asked if there is a timeline mandated by the province for the development of a Local Education Agreement with local first nations. Superintendent Bocking responded that while there is no firm date, the agreements are priorities for both school districts and the province.
- A member of the press asked if the Environmental Action Plan, as noted in the Superintendent's Report, was a new item. Superintendent Bocking responded in the

affirmative, noting that an action plan would be brought forward to a board committee meeting in March 2020.

- A member of the press asked if the board intended to advocate for reinstatement of the RCMP liaison officer position. Chair Ruth responded that the local RCMP is aware that of the district's desire for a continued position and would continue to advocate for reinstatement.

12. Next Meeting

The next public board meeting will be held on October 9, 2019.

a. Committee Agendas

Chair Ruth reported that the committee meetings for 2019-20 have been scheduled for the fourth Tuesday of the month, with Policy Review as a standing item on Committee of the Whole agendas.

**Moved:** Girard

**Seconded:** Hampvent

**MOTION:** "TO approve the committee agendas."

**Carried**

13. Adjournment

There being no further business, the meeting adjourned at 8:26 pm.

**Moved:** Haines

**Seconded:** Ste. Marie

**MOTION:** "TO adjourn."

**Carried**

*Signed original on file*

---

Pammila Ruth - Board Chair

---

Nicholas Weswick - Secretary-Treasurer