

**Committee of the Whole, Special Meeting**  
**December 12, 2017 at 3:30**  
**District Education Office, 33046 – 4<sup>th</sup> Avenue, Mission, BC**

**Members Present:**

Chair Tracy Loffler  
Trustee Rick McKamey  
Trustee Randy Cairns  
Trustee Jim Taylor

**Staff Present:**

Superintendent Angus Wilson  
Secretary Treasurer Corien Becker  
Assistant Secretary Treasurer Derek Welsh  
Executive Assistant Aleksandra Zwierzchowska (Recorder)

**Absent:**

Trustee Shelley Carter

**Partner Groups Present:**

Members from CUPE, DPAC, and Stave Falls Community Association

**1. CALL TO ORDER**

The meeting was called to order at 3:30 pm by the Chairperson. The Chair acknowledged the meeting was being held on Stó:lō Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel, Sq'ewlets, Kwantlen, and Matsqui First Nations.

**2. Adoption of Agenda**

**MOVED and Seconded that the Agenda be adopted as presented.**

**CARRIED**

**3. Delegations/Presentations**

**4. Curriculum – Standing Item**

**5. Unfinished Business**

**6. Staff Reports**

**6.1 2017-18 Amended Budget**

**Moved and Seconded that the recommendations for the amended 2017/2018 budget be considered and direction be provided for the preparation of the 2017/2018 Amended Budget bylaw.**

**CARRIED**

The Secretary Treasurer referred to the report attached to the agenda as a first draft. After discussing the amended budget with all school district departments, Staff prepared a list of recommendations for the Board to consider before adopting the Bylaw. The Secretary Treasure referred to page eight (8) to review the recommendations for discussion.

It was recommended by the Secretary Treasurer that the School District formally put a policy in place for a contingency plan; one (1) percent is the standard percentage, however, some school districts set aside two (2) to three (3) percent.

Q: Does the province recognize a need for a contingency fund?

R: A contingency fund is a financially responsible decision made by the school district; Boards should have a policy for setting aside reserves.

The discussion continued with a focus on the listed recommendations.

Q: Will the \$30,000 “funding offset – grants tuition” for Riverside College get subtracted from the \$45,000 amount for the “youth work-in-trades” line?

R: Until we design the program, we will not know the particulars. There is no confirmation we will receive the \$30,000 grant.

Comment: The \$45,000 figure for a New Curriculum Support – Technology- Helping Teacher seems very low for this position.

R: The \$45,000 is the estimated impact from now until June 30<sup>th</sup> 2018.

The Secretary Treasurer continued the discussion listing the remaining recommendations.

Q: Are we adding an additional \$150,000 for technology on top of the amount that has already been set aside?

R: The Secretary Treasurer mentioned that she does not have the exact details in front of her. The School District has left most of IT related items stagnant for over ten (10) years. As a result, we have unexpected upgrades. An example is Hatzic Elementary; the school is in need of a new phone system and the school doesn't have a PA system. On a positive note, we do not anticipate that IT will consume such a high percentage of the 2018-19 budget.

Q: How far along is the School District with repairing some of the drinking fountains that are out of order?

R: The repairs have been a slow process; Staff is hoping to the make the plumber position permanent to assist with the shortage in man power.

The discussion continued and it was recommended that the grounds position be amended to be a 12-month-position. There is already a shortage in manpower with regards to work load; if someone is sick or on vacation, this creates a greater shortage.

It was noted that the line item which refers to SOGI signage should read more than just signage. The Secretary Treasurer suggested replacing the word signage with plan or program.

Q: What is the shortfall if we don't receive the class enhancement funds from the Province?

R: Approximately \$300,000

Q: Why is there a blank beside the “2018-19 impact” next to the Clarke Theatre revenue?

R: A meeting needs to take place between the School District and the District of Mission to draft a new agreement. More information will be presented to the Committee once the meeting is complete.

The Committee of the Whole brought forward additional recommendations which were not mentioned thus far. The following comments were noted:

- A request was made for funding for playgrounds at the Middle Schools. Currently, there is a challenge for DPAC to fundraise at the Middle School level and the Province may not provide funding;
- The Board of Education needs to further investigate how schools are spending allotted funds to establish the potential for playground funds;
- It was recommended that the Superintendent consult with students regarding budget input and needs;

# Minutes



Staff plans to present the Bylaw to the Committee of the Whole in January.

6.2 Funding Formula Review - Survey

The Secretary Treasurer requested input from the Board regarding completion of the survey. It was decided unanimously by the Board that they submit one survey rather than one for each individual trustee.

7. **New Business**

8. **Minutes of Previous Meetings**

9. **Information Items**

10. **Adjournment**

**Moved and Seconded to adjourn the meeting.  
CARRIED**

The meeting adjourned at 5:25 pm.

Certified Correct:

Original Signed by Tracy Loffler

Chair Board of Education

January 16, 2018

Date

Original Signed by Corien Becker

Secretary Treasurer

January 16, 2018

Date