

## Committee of the Whole Meeting

February 6, 2018

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  
Trustee Shelley Carter

### Staff Present:

Superintendent Angus Wilson  
Secretary Treasurer Corien Becker  
Assistant Superintendent Larry Jepsen (arrived later in the meeting)  
Director Student Services,Carolynn Schmor  
District Principal Aboriginal Education, Joe Heslip  
District Principal Technology and Innovation, Colleen Hannah  
District Inclusion Mentor Teacher, Shannon Bowsfield  
Executive Assistant Aleksandra Zwierzchowska (Recorder)

### Partner Groups Present:

District Parent Advisory Committee, Principal Vice-Principal Association, Mission Teachers' Union, Canadian Union of Public Employees 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'èwlets, Kwantlen, and Matsqui First Nations.

## 2. Adoption of Agenda

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

The Board Chaired noted that items 5.1 and 5.2 will be presented together from a blended perspective.

## 3. Delegations/Presentations

### 4. Curriculum Update- Standing Item

#### 4.1 Monthly Curriculum Update

The Superintendent noted that the purpose of this update is to inform the committee on curriculum progress and future efforts and ideas.

The District Principal of Aboriginal Education referred to a PowerPoint presentation. The following information was highlighted during his presentation:

Halq'emeylem is being taught to grade seven students at Hatzic Middle School and Heritage Park Middle School. Indigenizing the K-12 curriculum includes collaborating with the district math mentor teacher to create math lessons around salish weaving, a weaver video project, a SOGI weaving project, and assisting with genocidal studies.

The presentation provided a statistical review of the six-year high school completion rate for aboriginal students and noted this rate has fallen from 64% in 2015/2016 to 59%. The following ideas were listed as part of a plan to improve the aboriginal student graduation rate:

- Cohort retreat for grades 6,7,8, 9,10, and 11;
- Grad track to start early in October and in February,

- Introduction and connection to district family;
- Opportunities for student mentorship such as tutoring;
- Elders at the centre of this work;
- Place the right people at schools where support is needed most;
- Link with curriculum team;

### Student Services

The District Inclusion Mentor Teacher provided information on Individual Education Plans (IEPs) as well as other items.

693 IEPs were reviewed at the school and district level. The review allowed for feedback and presented several opportunities to improve the IEP process while staying audit compliant. District staff attended focus groups on the new Competency Based IEP, which will be more student focused and student driven. The new IEP will be introduced when Student Services has a better understanding of how it is to be written and implemented. MyEd offers a feature to view IEPs in one central location but more work needs to be completed before this resource is shared with staff.

Staff attended an introductory session for Services to Adults with Developmental Disabilities (STADD), which focuses on helping individuals between 16-24 years old with planning for their future. STADD receives many of its referrals from schools and recently made a presentation at Mission Secondary School.

Teachers have been reaching out for additional assistance with situations like kindergarten transitions and class composition; there is an on-going need for classroom and specialist teachers.

The district will be trying out a variety of Scanning Pens; this technology will aide students with reading. The sample pens include the C-Pen Reader, Exam Reader and a dictionary-scanning pen.

The district has collaborated with the Centre for Epilepsy for a presentation to all schools on how the centre can offer help and support the district's students. More information to come.

## **5. Unfinished Business**

### 5.1 Student Absenteeism Update

### 5.2 Student Transition Plans Update

The Superintendent and the District Principal of IT referred to an excel spreadsheet presentation that displayed data on the six-year completion rate and noted this rate has declined in our district.

The Superintendent referred to the information outlined on page five (5) of the agenda which provided data for high school students with 10 or more absences. Grade 10 absences increased over the months. The Superintendent mentioned that high school staff are stopping by the Leisure Centre during breaks to try to mitigate students from skipping class. Student transition plans need to be reviewed on an ongoing basis, not just at the start and end of the school year. Also, we need to consider transitions after grade 12. How can we assist students with their transition into post-secondary?

The District Principal of IT advised that the new district / school websites would allow the public to subscribe to a calendar online. In addition, the parent portal allows parents to view absences and report card information; more commutation options are available for parents to be involved.

## **6. Staff Reports**

6.1 Installation of Cameras – Outside Albert McMahon

**MOVED and seconded that the following resolution be forwarded to the February 20, 2018 Board of Education meeting for consideration:**

**That up to eight (8) cameras be installed at Albert McMahon elementary school monitoring the outside entrances to the building, and the outside areas where vandalism and loitering occur.**

**CARRIED**

The request is for up to eight (8) cameras to be installed onsite at Albert McMahon. It was noted that a school must seek approval from the school PAC before getting cameras installed. The school has experienced vandalism outside of school hours; the cameras would assist the school with reporting incidents to the RCMP.

Q: Does the school have any exterior lights installed?

R: Yes, there are streetlights that provide enough lighting on to the property.

A recommendation was made about installing motion detector lights.

Q: Who watches the video footage?

R: Typically the Principal or the Vice Principal.

6.2 Policy #120 Access to Information and Protection of Privacy

**MOVED and Seconded the draft Access to Information and Protection of Privacy and Personal Information policy be considered;**

**AND THAT the Access to Information and Protection of Privacy and Personal Information policy be referred to Partner Groups and the general public for comments.**

**CARRIED**

The Secretary Treasurer mentioned that the school district has experienced a few incidents regarding privacy breaches. In order to comply with the *Act*, the district must identify the Head of the organization as well as Privacy Officer. The policy appoints the Superintendent as the Head of the organization, and the Secretary Treasurer as the Privacy Officer. The implementation schedule is outlined in the report. The draft policy will come back to the March 6, 2018 Committee of the Whole meeting.

6.3 Policy #150 Health & Safety

**MOVED and Seconded that the draft Health and Safety policy be considered and**

**AND THAT the Health and Safety policy be referred to Partner Groups and the general public for comments.**

**CARRIED**

The Secretary Treasurer referred to the report found on page 8 of the agenda and noted that staff are in the process of updating and developing the health and safety program. The implementation schedule is outlined in the report. The draft policy will come back to the March 6, 2018 Committee of the Whole meeting.

A recommendation was made to outline any related training in the policy.

## 7. **New Business**

### 7.1 Essential Repairs to Stave Falls School Building

**MOVED and Seconded that the following resolution be forwarded to the Public Board meeting;**

**That MPSD immediately begin building integrity and essential building maintenance required to protect the public investment in the Stave Falls Elementary School building.**

**This work will be expedited to ensure building preparation will be completed on a timeline that could accommodate school start up in September 2018 should the Board so decide.**

#### **CARRIED**

Q: Is there a recommended dollar amount that is to be considered with this recommendation?

R: No dollar amount was suggested. This is for Staff to look at the list of identified issues with the building and determine which ones would affect the longevity of the building.

The Secretary Treasurer noted that because the building is closed, facilities have done protective maintenance. The maintenance is to keep the building from degrading.

### 7.2 Draft 2018/2019 School Calendar

The Superintendent referred to the draft district calendar outlined on page 18 of the agenda. The Principal of Mission Secondary School recommended calling the Parent/Student/Teacher conference as a Non Instructional Day (NID) as conferences happen the day before and teachers receive the following day off. It was also noted that the Ministry of Education provided notice about adding another implementation day; a further conversation is to be had with MTU.

## **8. Minutes of Previous Meetings**

### 8.1 Special Committee of the Whole Meeting Minutes, November 28, 2017

**MOVED and Seconded that the amended Committee of the Whole Meeting Minutes dated November 28, 2017 be approved as presented.**

#### **CARRIED**

### 8.2 Committee of the Whole Meeting Minutes, January 16, 2018

**MOVED and Seconded that the Committee of the Whole Meeting Minutes dated January 16, 2018 be approved as presented.**

#### **CARRIED**

### 8.3 Special Committee of the Whole Meeting Minutes, January 24, 2018

**MOVED and Seconded that the Committee of the Whole Meeting Minutes dated January 24, 2018 be approved as presented.**

#### **NOT CARRIED**

The Stave Falls Community Association requested that the minutes be amended to note that their presentation referred to the Stave West project regarding educational opportunities as well as the Stave West Master Plan.

Staff will review the minutes and wording to return the minutes to a future Committee of the Whole meeting for approval.

# Minutes



**9. Information Items**

Trustee Carter thanked the Superintendent of Schools and the District Principal of Aboriginal Education for presenting information to the BCSTA Fraser Valley Branch meeting.

**10. Adjournment**

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

**CARRIED**

The meeting adjourned at 5:40 pm.

Certified Correct:

Original Signed by Tracy Loffler  
Chair, Board of Education

Original Signed by Corien Becker  
Secretary Treasurer

March 6, 2018  
Date

March 6, 2018  
Date