

**School District #75 (Mission)
Public Meeting of the Board of Education
Agenda**

**March 12, 2019, 6:30 pm
Silverdale Elementary
29715 Donatelli Avenue, RR #2, Mission, BC**

Pages

1. CALL TO ORDER

The Board Chair will acknowledge that this meeting is being held on Traditional Territory.

2. ADOPTION OF AGENDA

3. DELEGATIONS/PRESENTATIONS

4. UNFINISHED BUSINESS

4.1	Trades Training Advisory Committee	Action	1 - 3
4.2	Trustee Remuneration Task Force	Action	4 - 6
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5. STAFF REPORTS

5.1	Reporting out from Closed Meeting	Information	
5.2	2019-2020 District Calendar	Action	8 - 9
5.3	Appointing Financial Auditor	Action	10 - 12

6. NEW BUSINESS

7. MINUTES OF PREVIOUS MEETINGS

7.1	Board of Education Public Meeting Minutes, February 19, 2019	Action	13 - 18
7.2	Board of Education Public Meeting Minutes, February 26, 2019	Action	19 - 21

8. INFORMATION ITEMS

9. CORRESPONDENCE

9.1	Ltr to District Staff re Healthy & Safe Workplace		22
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10. COMMITTEE MINUTES/LIAISON REPORTS

11. ANNOUNCEMENTS

12. QUESTION PERIOD

Questions asked must be related to items discussed on the Agenda. Labour, Land, and Legal issues will not be discussed.

13. ADJOURNMENT

ITEM 4.1 Action

File No. 1120.42

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: Trades Training Advisory Committee Terms of Reference

Recommendation:

That the Trades Training Advisory Committee Terms of Reference be approved.

Background:

At the March 5, 2019 Committee of the Whole meeting, the Board considered draft terms of reference for a Trades Training Advisory Committee. The terms were amended to include the following points:

1. The term of the Committee shall end June 30, 2021.
2. The committee will meet at least once every three months during the school year.
3. That a draft copy of the minutes are to be provided to the Board following the meeting, and the approved minutes of the meeting are to be submitted to the Board office within 30 days of approval.
4. The Committee shall report to the Board no later than May 31st each year.

The development of the draft terms of reference came from direction at the February Board meeting. The Board considered forming a Trades & Training committee to advise the Board on trades training opportunities.

Options:

As noted during the Committee of the Whole, the draft terms of reference had not included the opportunity for teachers to be appointed to the committee as well. No direction was provided regarding this option. As the terms of reference were drafted to provide an odd number of members, adding teachers to the committee could be accomplished by adding two teacher positions increasing the committee size from 9 to 11 members. Alternately, the Board could include one teacher position and reduce the member at large positions from three to one to keep the committee size of 9 members.

Implementation:

1. Prepare advertisements and notices – March 15, 2019
2. Solicit interested members – March 15 to April 5, 2019
3. Selection of Task Force members – April 16, 2019

Attachment:

1. Trades Training Advisory Committee - Terms of Reference

Trades Training Advisory Committee Terms of Reference

1. Mandate

The Trades Training Advisory Committee (the “Committee”) is an Advisory Committee to the Board of Education (the “Board”), tasked with reviewing and advising on the opportunities, barriers, and options for trades training for Mission students.

2. Scope of Work

The Committee shall:

- a. Review the trades programs offered;
- b. Determine the opportunities and barriers associated with the potential expansion of programs;
- c. Explore and analyze options considering the identified opportunities and barriers;
- d. Report to the Board on its findings, including recommending actions.

3. Membership

- a. Members are appointed by the Board.
- b. The Committee will be comprised of up to nine (9) voting members:
 - one Board representative or alternate;
 - the Principal of Riverside College or alternate;
 - the Principal of Mission Secondary School or alternate;
 - the Superintendent or alternate;
 - one student from Riverside College;
 - one student from Mission Secondary School;
 - three members at large.
- c. The Trustee representative shall be appointed as the Committee Chair. The Vice-Chair will be selected from the members at the first meeting.
- d. Committee members shall serve without remuneration.

4. Term

The Term of the Committee shall be for a term ending June 30, 2021.

5. Quorum

Quorum of the Committee is 5 members.

6. Meetings

The committee will meet at least once every three months during the school year, after 3 pm. Special meetings will be held as required. It is the responsibility of the regular members to arrange for the attendance of an alternate when the regular member cannot attend a meeting.

Any and all Trustees may attend any Committee meeting in accordance with the Board Meeting Procedures Policy.

7. Rules of Procedure

Meetings will be conducted in accordance with the Board meeting procedures policy.

The Committee should attempt to reach decisions by consensus. When consensus cannot be reached, the Committee may choose to vote on a specific course of action or recommendation, or to bring recommendations to the Board noting the lack of consensus of the Committee.

8. Authority

This committee is established by the Board of Education of the Mission Public School District (MPSD) School District #75, in accordance with the Board Meeting Procedures.

The Committee has no delegated authority from the Board and is not empowered to manage property or programs, to direct School District staff, or to communicate with other levels of government on behalf of the Board.

Members, other than Board Members or the Superintendent, are not authorized to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by the Board.

The Committee will only report on those issues as related to the mandate of the committee.

9. Staff Support

Other School District staff shall be available from time to time and upon request through the Superintendent to provide technical and periodic administrative support.

10. Minutes

A draft copy of the minutes are to be provided to the Board following the meeting. Approved minutes of the meetings are to be submitted to the Board office within 30 days of approval.

11. Reporting to the Board

The Committee shall report to the Board no later than May 31 each year.

Approved: Date: _____, Board of Education

ITEM 4.2 Action

File No. 1120.47

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: Trustee Remuneration Task Force

Recommendation:

That the Trustee Remuneration Task Force Terms of Reference be approved.

Summary:

The March 5, 2019 Committee of the Whole considered the draft terms of reference for a Trustee Remuneration Task Force. The committee recommended including acknowledgement that the Task Force would be servicing without remuneration. This point was added to the membership criteria, 3. e.

The Board had considered a review of trustee remuneration in June and September 2018. The Board passed the following motion in September 2018:

MOVED and Seconded that the remuneration for Trustees be referred to the new Board for consideration during the 2018-19 budget discussions.

To be prepared for the discussion on trustee remuneration for the budget deliberations, the board asked staff to consider a process for the review. The discussion included input from outside the organization. Staff had recommended forming a committee or task force to conduct the review.

The attached terms of reference are based on this structure and are presented for preliminary consideration.

Implementation

1. Prepare advertisements and notices – March 15, 2019
2. Solicit interested members – March 15 to April 5, 2019
3. Selection of Task Force members – April 16, 2019
4. Work of the Task Force – April 15 to May 30, 2019
5. Report to the Board June 2019

Attachments:

1. Terms of Reference – Trustee Remuneration Task Force

Trustee Remuneration Task Force Terms of Reference

1. Mandate

The Trustee Remuneration Task Force (“Task Force”) is to review the current Trustee Remuneration Procedure (#513) and to provide recommendations for a remuneration structure for implementation in 2019.

The Task Force is to make the following recommendations:

- a. Annual remuneration for trustees for 2019;
- b. Annual benefits for trustees;
- c. The process to determine annual adjustment calculations.

The Task Force will provide a report to the Superintendent with its recommendations, no later than May 30, 2019. Recommendations will be presented to the Board as soon as possible following the Superintendent’s receipt of the Task Force’s recommendations.

2. Guidelines

- a. The Task Force will research and consider all aspects of trustee remuneration that it finds to be relevant to making its recommendations, but will specifically consider the following matters:
 - i. The functions and responsibilities of Trustees, Board Chair and Vice-Chair, the level of community engagement and the time commitment required to hold office, including, but not limited to, meetings, events, preparation time, and communication with the public;
 - ii. Public expectations of the roles and commitment required, and the Board’s objective to be fiscally responsible in the allocation of resources;
 - iii. Compensation paid to Trustees must be sufficient to attract a diverse group of individuals to stand for election to the Board of Education;
 - iv. Alternate formulas to replace the current remuneration structure, taking into consideration the costing formulas used by other school district’s;
 - v. The full remuneration and benefits provided to trustees; and
 - vi. The need to make periodic adjustments to the remuneration.
- b. The Task Force is permitted to use a variety of resources and techniques to complete its review, including, but not limited to:
 - i. Research and review of current trends and approaches used to set trustee remuneration levels;
 - ii. Conducting interviews with persons thought to be appropriate;
 - iii. Review of existing and past policies and procedures; and
 - iv. Discussions with School District staff to gather technical information and data.

3. Membership

- a. The Task Force will be comprised of up to five (5) voting members, selected from the community (by a Senior Management Selection Panel) on the basis of their experience and credentials in one (1) or more of the following areas:
 - Management experience of a large or complex organization;
 - Business experience;
 - Legal expertise;

- Human resources experience;
 - Community Services or engagement.
- b. The appointments to the Task Force will expire once the final recommendations are provided to the Superintendent.
 - c. The Chair of the Task force will be appointed by the Superintendent.
 - d. The Secretary Treasurer will be appointed as the staff liaison to the Task Force.
 - e. Task Force members shall serve without remuneration.

4. Meetings

The Chairperson will convene a Task Force meeting upon appointment. The purpose of the inaugural meeting will be to review the Terms of Reference, establish a meeting schedule and establish preliminary research requirements.

5. Rules of Procedure

Meetings will be conducted in accordance with the Board meeting procedures policy.

The Task Force should attempt to reach decisions by consensus. When consensus cannot be reached, the Task Force may choose to vote on a specific course of action or recommendation, or to bring recommendations to the Superintendent noting the lack of consensus of the Task Force.

6. Authority

The Task Force has no delegated authority and is not empowered to manage property or programs, to direct School District staff, or to communicate with other levels of government on behalf of the School District.

Members do not have the authority to speak publicly (e.g. to the media) on behalf of the Task Force unless so directed by the Superintendent.

The Task Force will only report on those issues as related to the mandate of the Task Force.

Task Force members are expected to maintain confidentiality throughout the term of the project. Discussions and votes that take place at the Task Force meetings are in confidence, and final recommendations will not be publicly discussed until the report is submitted and presented to the Board.

7. Staff Support

Other School District staff shall be available from time to time and upon request through the Secretary Treasurer to provide technical and periodic administrative support.

8. Minutes

Approved minutes of the meetings are to be submitted to the Board office.

Approved: _____ Date: _____, Board of Education

ITEM 4.3 Action

TO: Board of Education
FROM: Board Chair, T. Loffler
SUBJECT: Feedback on Funding Model Review recommendations

Recommendation:

THAT the Board of Education submit the following feedback to the Ministry of Education regarding the Funding Model Review (FMR) recommendations:

- 1. List the recommendations in order of importance to your organization. Some recommendations have multiple components. Please identify which aspects of the recommendation are most significant and list them in order of importance.***

In emphasizing a shift to modern educational practise, some recommendations have more significant impacts than others. Other recommendations may be helpful in streamlining bureaucracy and 'red tape'.

Mission's Board of Education prioritizes recommendations that will improve student educational outcomes. Recommendation numbers 1, 2, 5, 6, 8 and 19 are of significant importance to our district.

- 2. Specify the recommendations that your organization may want to see implemented earlier, to best support student achievement. If there are multiple components of this recommendation, list them in the order of importance.***

Mission's Board of Education prioritizes recommendation numbers 6 and 8, although we recognize that these two recommendations may be the most complex recommendations to implement. Nevertheless, we believe them to be two of the most important recommendations in the report.

Other recommendations are easy to implement and are broadly helpful. Recommendations 1, 2, 5, 9, and 15 are solid recommendations that can be implemented relatively swiftly.

- 3. Identify the recommendations that your association feels are the most challenging to implement and identify specific implications and concerns associated with these recommendations. Where possible, please provide meaningful supporting evidence.***

Of most concern is that the new modeling accurately reflects the needs and nature of a school district. As indicated above, Recommendations 6 and 8 may be the most impactful for school districts, but present significant challenges for implementation.

Rebuilding the structure for special education is daunting and eliminating the CEF will require a delicate balance between flexibility in classrooms and working conditions for staff.

ITEM 5.2 Action

File No. 1310.10

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: 2019-2020 District Calendar - DRAFT

Recommendation

THAT the 2019/2020 District Calendar be approved.

Summary:

District staff have met and discussed information and specific dates related to the district calendar to establish a preliminary calendar. The draft 2019/2020 calendar was shared with all principals to receive input on dates related to evaluations and parent/student/teacher conferences; some dates require additional confirmation.

Policy, Regulation, Legislation:

Section 87.01 (2) of the British Columbia *School Act* states: A Board must, in accordance with the regulations of the minister, prepare a school calendar for each school in its school district for each school calendar year.

Following Board approval, the attached 2019/2020 District Calendar will be submitted to the Ministry of Education pursuant to the BC *School Act*.

Attachments:

- a. 2019/2020 District Calendar - Final

2019/2020 School District Calendar

September	Tuesday September 3, 2019	Schools Open – ½ Day for Students – Students attend AM only (All Schools) D.22.6 (Organizational ½ Day)
	Friday September 20, 2019	Non Instructional Day – Students not in session D.22.5 a (1) (District Professional Development Day)
October	Monday October 14, 2019	Thanksgiving
	Friday October 25, 2019	Non Instructional Day - Students not in session D.22.5 a (2) (Provincial Professional Development Day)
November	Friday November 8, 2019	Non Instructional ½ Day – Students attend AM only (Secondary, Middle only) D.22.5 c (1) (Assessment/ Evaluation)
	Monday November 11, 2019	Stat Holiday Remembrance Day
	Friday November, 22, 2019	Non Instructional ½ Day – Students attend AM only (Elementary) D.22.5 c (1) (Assessment/ Evaluation)
December	Friday December 6, 2019	Non Instructional Day – Students not in session (All Schools) D.22.5 b & D.22.8 (1) (P/T Conferences)
	Dec 23, 2019 – Jan 3, 2020	Winter Break
January	Monday January 6, 2020	Schools reopen after Winter Break
February	Friday February 14, 2020	Non Instructional Day - Students not in session D.22.5 a (3) (District Professional Development Day)
	Monday February 17, 2020	Family Day
	Friday February 28, 2020	Non Instructional ½ Day – Students attend AM only (Elementary only) D.22.5 (2e) (Assessment / Evaluation)
	Friday February 28, 2020	Non Instructional Day – Students not in session (Secondary, Middle only) D.22.5 b & D.22.8 (2 s,m) (P/T Conferences)
March	Friday March 13, 2020	Non Instructional Day - Students not in session (Elementary only) D.22.5 b & D.22.8 (2e) (P/T Conferences)
	March 16 – March 27 2020	Spring Break
	March 30, 2020	Schools reopen after Spring Break
April	Friday April 10, 2020	Good Friday
	Monday April 13, 2020	Easter Monday
	Friday April 17, 2020	Non Instruction ½ day – Students attend AM only (Secondary, Middle only) D.22.5 c (2 s,m) (Assessment/ Evaluation)
May	Friday May 15, 2020	Non Instructional Day - Students not in session D.22.5 a (4) (District Professional Development Day)
	Monday May 18, 2020	Victoria Day
June	Thursday June 25, 2020	Last Day of School for all Students
	Friday June 26, 2020	Non Instructional Day – Students not in session D.22.7 (Administrative Day)

Board of Education Public Meeting

Date Tuesday, March 12, 2019



ITEM 5.3 Action

File No. 7010.20.2019

TO: Board of Education
FROM: C. Becker, Secretary Treasurer
SUBJECT: Appointment of External Auditor for 2018/2019 School Year Financial Statements

Recommendation

THAT KPMG LLP be appointed as the external auditor for the School District's Financial Statement Audit for the year ending June 30, 2019.

Summary:

Annually, the School District must prepare financial statements that summarize the financial transactions of the School District in accordance with recognized accounting standards, and direction from the Province of BC. These financial statements must be audited by an accounting firm that is authorized to conduct financial audits, and in accordance with the legislation, the Board must approve the appointment of the Auditor.

Background:

In 2010, the Board appointed KPMG LLP as the auditor for the School District for a five-year period. In 2018 an RFP was issued to confirm a financial auditor, and KPMG was awarded a contract for one year, with the option to extend the appointment for up to three years, in one-year increments (the appointment will be made annually). The audit fees for KPMG:

2015/2016	-	\$19,850
2016/2017	-	\$20,250
2017/2018	-	\$19,250 – plus out of pocket expenses
2018/2019	-	\$19,250 – plus out of pocket expenses est \$1,250

Strategic Priority:

The annual Financial Audit is not directly tied to the Strategic Plan, although the process ensures the School District is accountable for the financial decisions made to provide education services.

Policy, Regulation, Legislation:

Division 8 of the *School Act* directs the accounting and auditing requirements for School Districts. The pertinent information regarding the auditors is attached.

Public Participation:

The public is not formally involved in the audit process, although the results of the audit will be provided to the public during an open public meeting.

Implementation:

1. May 2019 – interim audit work commences.
2. July / August – full audit work conducted
3. September – presentation of financial audit results

Attachment:

- a. School Act Excerpt

**Report to the Board – Appointment of Auditor
Attachment #1 – School Act Excerpt**

Appointment of auditor

- 158** (1) Unless the Auditor General is appointed in accordance with the *Auditor General Act* as the auditor of the board of a school district, the board of the school district must appoint an auditor to audit the accounts of the board.
- (2) The auditor appointed by the board must be a person who is a member or a partnership whose partners are members in good standing of the Chartered Professional Accountants of Canada or the Organization of Chartered Professional Accountants of British Columbia.
- (3) If a board fails or neglects to appoint an auditor and the Auditor General is not appointed in accordance with the Auditor General Act, the minister may on one month's notice to the board appoint an auditor.
- (4) The board must pay the auditor's remuneration.
- (5) Sections 159 and 160 do not apply if the auditor of the board of a school district is the Auditor General appointed in accordance with the *Auditor General Act*.

Rescission of auditor's appointment

- 159** (1) The secretary treasurer of each board must promptly notify, in writing, the auditor and the minister of an appointment made under section 158 (1) and of the rescission of the appointment.
- (2) If an auditor's appointment is rescinded, the auditor may, within one month of notification of the rescission, appeal the rescission to the minister, who may confirm or set aside the rescission.
- (3) An appeal under subsection (2) must be in writing and a copy of the written appeal must be filed by the auditor with the secretary treasurer.
- (4) The board must not appoint another auditor until the time allowed for an appeal by the auditor has elapsed or, if an appeal has been made, until the appeal has been dealt with by the minister.
- (5) The rescission of the appointment of an auditor is not effective until a successor has been appointed.

Minister may remove auditor

- 160** (1) If the minister believes an auditor has acted in a negligent manner, the minister may require the board to rescind the appointment and appoint another auditor.
- (2) An auditor whose appointment is rescinded under subsection (1) may appeal within 10 days against the order of the minister to the Lieutenant Governor in Council, who may confirm or set aside the order of the minister.

Duties of auditor

- 161** (1) In addition to any terms of an auditor's appointment, the auditor
- (a) must make an examination that will enable the auditor to report to the board as required under paragraph (d),
 - (b) has a right of access at all times to every record of the board other than a student record or a record referred to in paragraph (d) of the definition of "student record",
 - (c) may require from trustees or officers or employees of the board and from any other persons any information or explanation necessary to complete the audit, and
 - (d) must submit a report to the board respecting the annual financial statements referred to in section 157.
- (2) The auditor must report to the board any disbursement, expenditure, liability or other transaction that exceeds the authority of the board under this or any other enactment.
- (3) In addition to the examination and reports required by this section, the minister or the board may at any time require further examinations and reports from the auditor that are considered necessary, and the auditor on his or her own initiative may make any further examinations or reports considered advisable.

- (4) The auditor must forward to the minister a copy of every report made by the auditor to the board or to an official of the board.

Auditor to report irregularities

- 162** (1) The auditor must report in writing to the board and the minister
- (a) any expenditure that has not been recorded by the board in accordance with the requirements imposed under section 156 (1) (b),
 - (b) any irregularity respecting the assets, liabilities, accounts, funds or financial obligations of the board,
 - (c) the name of any person that the auditor considers responsible for an irregularity referred to in paragraph (b), and
 - (d) any sum that ought to have been but was not brought into account.
- (2) On application by a person named by the auditor in a report under subsection (1), the auditor must state in writing his or her reasons for that part of the report concerning the named person.
- (3) When the board receives a report under subsection (1), it must promptly bring the matter to the attention of the appropriate police authorities and may commence proceedings to recover any loss or damage.

Unauthorized expenditures

- 163** (1) If the auditor considers that an expenditure is not authorized by any enactment, the auditor must report the unauthorized expenditure to the board and any other person considered appropriate.
- (2) A person who believes or has reason to believe that a proposed expenditure is not authorized by an enactment and who authorizes or permits the expenditure is, on proof that the expenditure is not authorized by an enactment, guilty of an offence.

Duty to assist auditor

- 164** Every trustee and every officer or employee of the board must make available all records required by the auditor, and must give the auditor every reasonable assistance and furnish the information and explanations concerning the affairs of the board that the auditor considers necessary to complete the audit.

Auditor's power to obtain records

- 165** (1) For the purposes of an audit under this Act, the auditor may, in writing, require any person holding or accountable for records, money or securities
- (a) to produce the records, money or securities, and
 - (b) to appear before the auditor and make and sign a declaration as to the accuracy of the records so produced.
- (2) A person who neglects or refuses to comply with the auditor's requirements under subsection (1) commits an offence.
- (3) A person who makes or signs a declaration under subsection (1), knowing it to be false, commits an offence.
- (4) The auditor must not, without the approval of the board or an order of a court, remove any records, money or securities from the office of the board or other place where they are kept.
- (5) An auditor who contravenes subsection (4) commits an offence.

Elector may object

- 166** (1) An elector of the school district may deliver to the auditor a written objection respecting any item of account or other matter relating to an audit so long as the objection is delivered within 3 months after the publication of the auditor's final report.
- (2) On receipt of an objection under subsection (1), the auditor must notify the elector and the board of a time and place for dealing with the objection.
- (3) This Part must not be construed to prevent an elector, or a group of electors, from exercising any right to take action for recovery on behalf of the school district.

School District #75 (Mission)
Public Meeting of the Board of Education Minutes

February 19, 2019, 6:30 pm
Hatzic Elementary
8465 Draper Street, SS #1, Mission, BC

Members Present: Board Chair, Tracy Loffler
Trustee, Randy Cairns
Trustee, Rick McKamey
Julia, Renkema

Members Absent: Trustee, Shelley Carter

Staff Present: Superintendent of Schools, Angus Wilson
Secretary Treasurer, Corien Becker
Assistant Superintendent, Larry Jepsen
Executive Assistant, Aleksandra Zwierzchowska (Recorder)

1. CALL TO ORDER

The meeting was called to order at 6:30 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.

Trustee Carter sends her regrets.

2. ADOPTION OF AGENDA

MOVED and Seconded that the Agenda be adopted as presented.

CARRIED

3. DELEGATIONS/PRESENTATIONS

No presentation was provided.

4. UNFINISHED BUSINESS

4.1 Trades Training Committee

MOVED and Seconded that the Board of Education consider developing a Terms of Reference for the committee to provide options and advise the Board on Trades Training opportunities.

CARRIED

A Trades and Training Advisory committee was established in 2011. The committee lacked an official meeting structure and eventually lost momentum. The motion is presented to provide formal direction to Staff to prepare a Terms of Reference.

4.2 **Stave Falls Elementary Catchment**

MOVED and Seconded that all students K-6 residing in the Stave Falls catchment area be automatically registered at Stave Falls for September 2019 opening;

AND THAT any students wanting to cross boundary will follow cross boundary policy which does not include busing.

AMENDMENT

MOVED and Seconded that current Silverdale Elementary Students living in the Stave Falls Elementary catchment be given cross-boundary priority into Silverdale Elementary.

AMENDED MOTION

MOVED and Seconded that all students K-6 in the Stave Falls catchment are automatically registered at Stave Falls for September 2019 opening;

AND THAT any students wanting to cross boundary will follow cross boundary policy which does not include busing;

AND THAT current Silverdale Elementary students living in the Stave Falls Elementary catchment be given cross-boundary priority into Silverdale Elementary.

CARRIED

The Stave Falls school boundary was approved December 2018; the catchment area includes West and North of the Stave River and Hayward Lake. The motion is presented to provide clarity regarding registration procedures and cross boundary applications for students who live in the Stave Falls catchment. An amendment was presented for students who

attend Silverdale and live in the Stave Falls catchment area to receive priority when submitting a cross boundary application for Silverdale. This includes priority of applications submitted for siblings as well.

4.2.1 Motion re busing in the Silverdale and Stave Falls area

MOVED and Seconded that the Board direct staff to provide a report with costs and impacts of busing in the Silverdale and Stave Falls area, including information on:

1. how re-opening Staves Falls will impact our current bussing situation, including Middle School and Secondary;
2. how providing bussing to current Silverdale Elementary students who wish to remain at Silverdale but are in the Stave Falls catchment will impact bussing.

AMENDMENT

An amendment was brought forward to remove items number one and two from the motion.

AMENDED MOTION

MOVED and Seconded that the Board direct staff to provide a report with costs and impacts of bussing in the Silverdale and Stave Falls area.

CARRIED

5. STAFF REPORTS

5.1 Field Trip Application to London, England and France

MOVED and Seconded that Ecole Mission Secondary School's international field trip application for approximately thirty-six (36) grade 11 and 12 students to travel to London, England and France from March 16 to March 27, 2020, be approved.

CARRIED

The Superintendent advised that the field trip application was presented and discussed at the CotW on February 6, 2019.

5.2 Cedar Valley OCP Plan

MOVED and Seconded that the following comments be submitted to the District of Mission regarding the referrals to the School District as per

sections 475 and 476 of the Local Government Act for the Cedar Valley OCP amendment:

1. That the plan include policies regarding the support of safe routes to school(s).

AMENDMENT

MOVED and Seconded that the plan incorporate traffic control through school zones.

AMENDED MOTION

MOVED and Seconded that the following comments be submitted to the District of Mission regarding the referrals to the School District as per sections 475 and 476 of the Local Government Act for the Cedar Valley OCP amendment:

1. That the plan include policies regarding the support of safe routes to school(s);
2. AND THAT the plan incorporate traffic control through school zones.

CARRIED

5.3 Reporting out from Closed Meeting

The Superintendent reported that during the Closed meeting on January 22, 2019 personnel and property matters were discussed. During the Closed meeting on February 19, 2019 personnel and property matters were discussed.

Also, on January 29, 2019 and February 7, 2019, the Board discussed Strategic Planning.

10. COMMITTEE MINUTES/LIAISON REPORTS

10.1 Special Committee of the Whole Meeting Minutes, January 10, 2019

MOVED and Seconded that the Special Committee of the Whole meeting minutes dated January 10, 2019 be approved.

CARRIED

10.2 Special Committee of the Whole Meeting Minutes, January 15, 2019

MOVED and Seconded that the Special Committee of the Whole meeting minutes dated January 15, 2019 be approved.

CARRIED

Trustee reported on:

BCSTA Indigenous Education Committee, BCSTA Leadership Series, Meetings with Bob D'Eith, Enhancement agreements, Lifetime Learners Open House, BCSTA/ BCPSEA Trustee Orientation, meeting with Stave Falls Stakeholders, Heros Gala in support LGBTQ2 community, Riot of Reading cake cutting ceremony, Elder Beatrice Silver Art Exhibition at HPMS, and Strategic Planning meetings.

11. ANNOUNCEMENTS

The Board Chair advised that regarding Trustee School Liaisons, the Board will represent all schools as members at large.

The Secretary Treasurer advised that the School District is hiring bus drivers.

12. QUESTION PERIOD

Q: How will the Board handle providing priority to students who live the Stave Falls catchment as new developments increase the enrolment at Silverdale Elementary?

A: The SD does not foresee capacity issues. When a family is accepted into a cross boundary, the process is not to kick a family out. There is capacity in the building to absorb an increase regardless of Stave Falls opening.

Q: Does a bus pass through Silverdale already? Is Stave Falls going to be a school with a busing route.

Currently, there is no busing provided to students at Silverdale. The Transportation department is working on a busing plan for the Stave Falls catchment as there are students that are beyond the walk limits to the Stave Falls School.

Q: How many students are registered for Stave Falls?

A: 32, however, registration is in the early stages.

Q: How many students are projected to attend Silverdale next year?

A: Approximately, 91 students.

Q: Will Silverdale have more than a two-grade split?

A: Stave Falls is more likely to have more than a two-grade split.

Q: Why wasn't Stave Falls opened as a School of Choice.

A: The Board decided to offer a focused program to make it a viable school. Also, a school is a hub of the community. If you made it a choice school, you would remove the school from the community.

13. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 7:52 pm.

Chairperson

Secretary Treasurer

School District #75 (Mission)

Public Meeting of the Board of Education Minutes

February 26, 2019, 6:00 pm

District Education Office, 33046 4th Avenue, Mission, BC

Members Present: Board Chair, Tracy Loffler
Vice Chair, Randy Cairns
Trustee, Rick McKamey
Trustee, Julia Renkema

Members Absent: Trustee, Shelley Carter
Superintendent of Schools, Angus Wilson
Secretary Treasurer, Corien Becker
Assistant Superintendent, Larry Jepsen
Executive Assistant, Aleksandra Zwierzchowska (Recorder)

Others Present: Janise Nikolic - MTU President and Ryan McCarty - MTU
Vice President

1. CALL TO ORDER

The meeting was called to order at 6:01 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

3. STAFF REPORTS

3.1 Amended Budget 2018-19

MOVED and Seconded that the required three (3) readings and adoption of School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2018/2019 be carried out in one meeting.

THAT School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2018/2019 be approved as read a first time.

THAT School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2018/2019 be approved as read a second time.

THAT School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2018/2019 be approved as read a third time and finally adopted.

CARRIED

A question was asked regarding the remedy amount. The Secretary Treasurer referred to page 23 to the Services and Supplies line of \$576,783.00. The MTU President provided an overview on the various remedy options for teachers.

A question was asked regarding school based revenue that is carried forward. The Secretary Treasurer advised this account consists of monies raised by schools and cafeteria funds that are held in a reserve.

4. QUESTION PERIOD

Q: With the new budget, are there plans for reducing the number of TTOC contracts?

A: The School District needs to find the right balance. It's not to say that we are terminating the contracts. We haven't identified exactly how this item will be handled, however, it was important to be transparent about this as a possibility.

Q: Will the Ministry continue to fund the remedy?

A: Remedy is a part of the collective agreement. Until bargaining is finished, school districts do not know what will happen with the remedy funding.

5. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 6:26 pm

Chairperson

Secretary Treasurer

February 28, 2019

Mission Public Schools Staff:

Re: Commitment to a safe workplace

The Board of Education is committed to a safe workplace for all, and we believe safety is everyone's responsibility, from the Board Chair and Superintendent through an employee on the first day of work. Without question, the health and safety of all employees, contractors, students, and community members is everyone's responsibility.

The District will maintain safety and health programs conforming to best practices. To be successful, such programs must embody the proper attitudes toward injury and illness prevention on the part of district leadership, school principals, managers, supervisors, and all employees. It also requires cooperation in all safety matters, not only between management and employees, but also between employees and their co-workers. Only through such a cooperative effort can an effective safety and health environment be established and preserved.

The Board and School District Management accepts responsibility for providing a safe working environment, and employees are expected to take responsibility for performing work in accordance with our safe standards and practices. This will only be achieved through teamwork. Everyone must join together in promoting a culture of safety and taking every reasonable measure to assure safe working conditions within the District.

Sincerely,

Board of Education



Trustee Randy Cairns



Trustee Shelley Carter



Board Chair Tracy Loffler



Trustee Rick McKamey



Trustee Julia Renkema