

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

April 16, 2019, 6:30 pm  
Dewdney Elementary  
37151 Hawkins-Pickle (Box 101), Dewdney, BC

Pages

<b>1. CALL TO ORDER</b>			
	<i>The Board Chair will acknowledge that this meeting is being held on Traditional Territory.</i>		
1.1	Appointing Acting Secretary Treasurer	Action	1
<b>2. ADOPTION OF AGENDA</b>			
<b>3. DELEGATIONS/PRESENTATIONS</b>			
<b>4. UNFINISHED BUSINESS</b>			
<b>5. STAFF REPORTS</b>			
5.1	Capital Bylaw 19/20-CP-SD75-01	Action	2 - 10
5.2	Financial Summary Report	Information	11 - 14
5.3	Reporting out from Closed Meetings	Information	
<b>6. NEW BUSINESS</b>			
6.1	Inclusion Walkway	Action	15
6.2	Menstrual Products in Schools	Action	16
<b>7. MINUTES OF PREVIOUS MEETINGS</b>			
7.1	Board of Education Public Meeting Minutes, March 12, 2019	Action	17 - 22
<b>8. INFORMATION ITEMS</b>			
<b>9. CORRESPONDENCE</b>			
9.1	Letter issued to Premier Horgan, Minister Fleming and MLA Bob D'Eith		23 - 26
<b>10. COMMITTEE MINUTES/LIAISON REPORTS</b>			
<b>11. ANNOUNCEMENTS</b>			

**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 1.1      Action**

TO:                Board of Education  
FROM:            A. Wilson, Superintendent  
SUBJECT:        Appointing Acting Secretary Treasurer

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**Recommendation**

**THAT Derek Welsh be appointed as the acting Secretary Treasurer for the Public Board meeting of April 16, 2019.**

**ITEM 5.1      Action      File No.** File No. 6000.20.2019-2020 Capital Bylaw

TO: Board of Education  
 FROM: C. Becker, Secretary Treasurer  
 SUBJECT: Capital Bylaw No. 19/20-CP-SD75-01

**Recommendation**

**THAT the following resolutions be approved:**

**THAT the required three (3) readings for Capital Bylaw No. 19/20-CP-SD75-01, a bylaw for the 2019/2020 Capital Plan, be carried out at one meeting.**

**THAT the first reading of Capital Bylaw No. 19/20-CP-SD75-01, a bylaw for the 2019/2020 Capital Plan, be approved.**

**THAT the second reading of Capital Bylaw No. 19/20-CP-SD75-01, a bylaw for the 2019/2020 Capital Plan, be approved.**

**THAT the third and final reading of Capital Bylaw No. 19/20-CP-SD75-01, a bylaw for the 2019/2020 Capital Plan, be approved.**

**Background:**

The Ministry of Education (“Ministry”) reviewed all Five-Year Capital Plan submissions across the participating 60 School Districts to determine priorities for available capital funding in the programs. The School District submitted a detailed report outlining the capital funding needs for the School District. The projects approved for funding are summarized in the following table.

**Analysis and Impact:**

The Ministry confirmed its support for the following projects:

<b>Capital Projects</b>			
Mission Secondary	Seismic	-	Submit draft PDR to planning officer by March 31, 2020
Mission Secondary	SEP – Health and Safety - Dust Collector System Upgrades	\$595,000	Proceed to design, tender and construction and complete by March 31, 2020
Heritage Park Middle	SEP – Mechanical Upgrades	\$225,000	Proceed to design, tender and construction and complete by March 31, 2020
Bus replacement Fleet # 4751	New Bus D (80+RE)	\$175,311	Proceed to ordering
Bus replacement Fleet # 2752	New Bus D(80+RE)	\$175,311	Proceed to ordering

**Policy, Regulation, Legislation:**

The approved Ministry funded capital projects are included in this bylaw.

In accordance with the requirements of the *School Act*, a Bylaw of the Board must be given three (3) distinct readings. The Board must not give a Bylaw more than two (2) readings at any one meeting unless the members of the Board who are present at the meeting unanimously agree to give the Bylaw all three (3) readings at that meeting.

**Public Consultation:**

If a written or printed copy of a Bylaw is in the possession of each Trustee and is available to each member of the public in attendance at the meeting at which the Bylaw is to be read, a reading of a Bylaw may describe the Bylaw by (a) its title, and (b) a summary of contents.

*If these copies are not available to Trustees and the public, then the Bylaw must be read out in full at each reading of the Bylaw.*

Each Trustee and member of the public will receive a printed copy of the Capital Bylaw No. 19/20-CP-SD75-01.

**Attachments:**

- A. Capital Bylaw 19/20-CP-SD75-01
- B. Five-Year Capital Plan 2019/2020 – 2023/2024, as submitted
- C. Capital Response Letter dated March 1, 2019

SCHOOL DISTRICT NO. 75 (Mission)

BYLAW No. 19/20-CP-SD75-01

CAPITAL PLAN 2019/20

A Bylaw of the Board of Education of School District No. 75 (Mission) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved the Board's Capital Plan.

The Board:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, will commence the Project and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) will observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project(s); and,
- (d) will maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

The Board, in open meeting assembled, enacts as follows:

- 1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of March 1, 2019 from the 2019/20 Five-Year Capital Plan as summarized in Schedule 1 attached to and forming part of this bylaw, is hereby adopted.
- 2. This Bylaw may be cited as School District No. 75 (Mission) Capital Bylaw No. 19/20-CP-SD75-01.

READ A FIRST TIME THE 16 DAY OF APRIL, 2019;  
READ A SECOND TIME THE 16 DAY OF APRIL, 2019;  
READ A THIRD TIME, PASSED AND ADOPTED THE 16 DAY OF APRIL, 2019.

**CORPORATE SEAL**

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 75 (Mission) Capital Bylaw No. 18/19-CP-SD75-01 adopted by the Board the 16 day of April, 2019.

\_\_\_\_\_  
Secretary-Treasurer

SCHOOL DISTRICT NO. 75 (Mission)

BYLAW No. 19/20-CP-SD75-01

CAPITAL PLAN 2019/20

Schedule 1

<b>Capital Projects</b>			
Mission Secondary	Seismic	-	Submit draft PDR to planning officer by March 31, 2020
Mission Secondary	SEP – Health and Safety - Dust Collector System Upgrades	\$595,000	Proceed to design, tender and construction and complete by March 31, 2020
Heritage Park Middle	SEP – Mechanical Upgrades	\$225,000	Proceed to design, tender and construction and complete by March 31, 2020
Bus replacement Fleet # 4751	New Bus D (80+RE)	\$175,311	Proceed to ordering
Bus replacement Fleet # 2752	New Bus D(80+RE)	\$175,311	Proceed to ordering

**Attachment "A"**  
**Mission Public School District #75**  
**Five Year Capital Plan 2019/2020 - 2023/2024 Summary Report**  
**June-18**

2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
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**SMP - SEISMIC MITIGATION**

1	Mission Secondary - shop wing only. Risk = High 3				tbd	
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**NEW SCHOOL, ADDITIONS, & SITE ACQUISITION (EXP)**

1	McMahon	Addition				tbd	
2	Mission Secondary	Addition					tbd

**SCHOOL REPLACEMENT (REP)**

1	Hatzic Elementary						tbd
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**BUILDING ENVELOPE PROGRAM (BEP)**

1	McMahon Elementary	<i>(Information provided by Ministry)</i>				1,900,000	
2	Dewdney Elementary	<i>(Information provided by Ministry)</i>					600,000

**SCHOOL ENHANCEMENT PROGRAM (SEP)**

1	Mission Secondary	Wookshop Dust Collector System	\$595,000				
2	Heritage Park Middle	AHU#3 condensing unit replacement	\$225,000				
3	West Heights Elem	Replace old furnaces with unit ventilators	\$260,000				
4	Hatzic Middle	Replace roof section H (2B)		\$430,000			
5	Edwin S. Richards Elem	Replace roof sections A (7), I (6), S (9) and T (6A)		\$340,000			
6	Hatzic Middle	Replace roof sections K (3) and Z (1)			\$570,000		
7	Hatzic Middle	Replace roof section B (2A)			\$245,000		
8	Mission Sec	Replace 70T condensing unit B wing			tbd		
9	Stave Falls Elementary	Metal Roof Replacement				\$1,500,000	

**CARBON NEUTRALCAPITAL PROGRAM (CNCP)**

1	Stave Falls Elementary	Mechanical Upgrade	\$300,000				
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**BUS ACQUISITION PROGRAM (BUS)**

1	New Bus Acquisition	Two new buses - Opening Stave Falls School	Costs are assigned by the Ministry as per the provincial contract				
2	Bus Replacements	Units: 2752, 4751	year 1				
3	Bus Replacements	Unit:: 4750, 5751		Year 2			
4	Bus Replacements	Units: 2753, 6751			Year 3		
5	Bus Replacements	Units: 7751, 7752				Year 4	
6	Bus Replacements	Units: 6750					Year 5

**PLAYGROUND EQUIPMENT PROGRAM (PEP)**

1	Stave Falls Elementary	Reopened School - playground needed	\$90,000				
2	Edwin S. Richards Elem	Replace East Playground		\$90,000			
3	Silverdale	Replace old blue IMP Structure			\$90,000		
4	Albert McMahon	Additional structure due to growth				\$90,000	
5	Hillside, West Heights, Central	Replace / add swingsets					\$90,000





March 1, 2019

Ref: 208254

To: Secretary-Treasurer and Superintendent  
School District No. 75 (Mission)

**Capital Plan Bylaw No. 2019/20-CPSD75-01**

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2019/20

This letter is in response to your School District's 2019/20 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2018, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Please note that all school districts are required to keep project approval information confidential until after the Province has issued News Releases to the public on March 6th. Additionally, school districts receiving approval and funding specifically from the Playground Equipment Program (PEP) are required to keep that project information confidential until further written notice from the Ministry of Education.

Below you will see the major capital projects supported to proceed with Project Definition Reports (PDRs) as well as minor capital projects from the Ministry's 2019/20 annual capital programs that are approved for funding and are able to proceed to procurement.

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**Ministry of  
Education**

Capital Management Branch  
Resource Management  
Division

Mailing Address:  
PO Box 9151 Stn Prov Govt  
Victoria BC V8W 9H1

Location:  
5<sup>th</sup> Floor, 620 Superior St  
Victoria BC V8V 1V2

## **MAJOR CAPITAL PROJECTS (SMP, EXP)**

### **New Projects**

<b>Project #</b>	<b>Project Name</b>	<b>Project Type</b>	<b>Next Steps</b>
127813	Mission Secondary	Seismic	Submit draft PDR to Planning Officer by Mar. 31, 2020.

Note: A PDR should normally be expected to be finalized within two months following the draft PDR deadlines noted above. After a draft PDR is submitted to the Ministry, follow-up meetings will be scheduled by your respective Regional Director or Planning Officer to confirm scope, schedule, and budget details and the terms of project approval for the projects listed above. Also note that Capital Project Funding Agreements (CPFA) are not issued until after PDRs and all other required supporting documentation is received, reviewed and approved for funding by the Ministry.

All projects that the Ministry expects to be under PDR development, and have not already been received, are listed above – if a project is not listed, then the Ministry is not supporting the project and is not expecting a PDR.

## **MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)**

### **New projects for SEP, CNCP, BEP, PEP**

<b>Facility Name</b>	<b>Program Project Description</b>	<b>Amount Funded by Ministry</b>	<b>Next Steps &amp; Timing</b>
Mission Secondary	SEP - Health and Safety Upgrades - Dust Collector System Upgrades	\$595,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Heritage Park Middle	SEP - Mechanical Upgrades - Mechanical Upgrades	\$225,000	Proceed to design, tender & construction. To be completed by March 31, 2020.

**New projects for BUS**

Existing Bus Fleet #	New Bus Type	Amount Funded by Ministry	Next Steps & Timing
4751	D (80+RE) with 0 wheelchair spaces	\$175,311	Proceed to ordering the school bus(es) between March 15, 2019 and April 30, 2019 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>
2752	D (80+RE) with 0 wheelchair spaces	\$175,311	Proceed to ordering the school bus(es) between March 15, 2019 and April 30, 2019 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>

Note: An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Routine Capital projects for the 2019/20 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw No. provided at the beginning of this document) for its approved 2019/20 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Damien Crowell at [Damien.Crowell@gov.bc.ca](mailto:Damien.Crowell@gov.bc.ca) as soon as possible. At this time the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2019/20 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2020/21 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) will be provided within the next few weeks. These plans are to be submitted to the Ministry no later than June 30, 2019.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,



Joel Palmer, Executive Director  
Capital Management Branch

pc: Ryan Spillett, Director, Capital Projects Unit, Capital Management Branch  
Michael Nyikes, Director, Capital Programs Unit, Capital Management Branch  
Damien Crowell, Planning Officer, Capital Management Branch  
Mora Cunningham, Regional Director, Capital Management Branch  
Nancy Dube, Planning Officer, Capital Management Branch

**ITEM 5.2 Information**

**File No. 7610.50**

TO: Board of Education  
 FROM: C. Becker, Secretary Treasurer  
 SUBJECT: February 2019 Regular Financial Summary

Good financial governance recommends that governance boards monitor budgets and financial reports regularly, and at a minimum, quarterly each year. The Board should regularly review financial statements that provide information on the expenses to-date and the projected expenses to the end of the year. Preparing these financial reports will require the development of new reporting processes and formats.

In the interim, staff have extracted a report from the financial system that can be printed every month, providing details on all operating expenses to-date. The report is a consolidated report of all operating activities that are currently tracked in the operating fund and the special purpose funds. The capital transactions are provided separately in this document.

**Analysis and Impact:**

The report is provided as of February 28, 2019 to ensure all applicable expenses were processed. The March transactions will not be finalized until April 15<sup>th</sup>. The budgets have also been adjusted for the carryforward of the school-based funds from last year and reconciles to the Amended Budget. Information for consideration:

- The expenses appear to be tracking at or above the budget, and as such, expenses will be tightly controlled and monitored for the rest of the year.
- The budget is the amended budget approved in February.
- Budgets are calculated and processed on an annual basis. The actual to budget % comparisons are based on the amount spent as at October 31st as compared to the total budget.
  - For the most part, the instruction costs are expensed at approximately 10% a month September to June, approximately 60% YTD.
  - Most administrative costs are expensed over 12 months with approximately 67% expensed at Feb 28, although some secretarial support is expensed over 10.5 months.

The following charts include the year-to-date actual information on the Annual Facilities Grant, the Local Capital Fund, and the Bylaw Capital.

**Annual Facilities Grant – March 31, 2019**

**AFG Funding**

Deferred Capital from PY	\$ 66,446
Bylaw Capital for CY	\$ 976,998
SP Revenue for CY	\$ 249,513
<b>Total Funding Available</b>	<b>\$ 1,292,957</b>
2018-19 AFG Spend YTD	\$ 981,373
2018-19 Outstanding PO's	\$ 357,081
<b>2017-18 Estimated AFG Remaining</b>	<b>\$ (45,496)</b>

### Local Capital Summary – March 31, 2019

Project	Opening	Reclass	Appropriate *	YTD Expense	Balance
Bus Fleet	(47,983)		14,248	33,734	(0)
Classroom Furniture Replacement	(50,000)		25,000		(25,000)
Dewdney Renovations	29,258	(29,258)			-
Facilities Equipment	(84,301)			4,751	(79,550)
Ferndale	(62,332)		1,112	61,220	0
MSS Science Labs	25,216	(25,216)		0	0
Photocopiers	(81,629)		61,629		(20,000)
Portables	(555,807)		154,592	305,809	(95,406)
Riverside Upgrades	(100,000)		100,000		-
School Improvements	(175,813)			98,508	(77,305)
Solar Panels	(6,065)		1,806	4,259	(0)
Stave Falls	89,537	(89,537)		0	0
Technology Improvements	(276,044)			-	(276,044)
Telecom Systems	(31,271)				(31,271)
Unallocated	(392,075)	159,581	110,633		(121,861)
White Fleet	(99,028)	(15,571)		114,599	-
Workorder Systems	(130,980)		130,980		(0)
<b>TOTAL</b>	<b>(1,949,319)</b>	<b>-</b>	<b>600,000</b>	<b>622,882</b>	<b>(726,437)</b>

\* Appropriation to Operating Fund per 18/19 Amended Budget, pending Board Resolution

### Bylaw Capital Summary – March 31, 2019

Project	Budget	Expense To Date	Outstanding PO's	Budget Remaining	Draws To Date
Bus	296,062	296,062	-	-	296,062
Deroche - Playground	90,000	90,000	-	-	90,000
Dewdney - Boiler	345,000	205,587	29,135	110,279	345,000
HMS/WH - LED lighting	55,000	14,998	-	40,002	55,000
MSS - HVAC	290,000	23,929	102,616	163,455	290,000
MSS - Roofing (17/18)	232,518	195,474	20,734	16,311	232,518
Silverdale - Roofing	490,000	335,897	51,680	102,423	490,000
West Heights - Roofing	-	317,652	160,947	(478,599)	-
	<b>1,798,580</b>	<b>1,479,598</b>	<b>365,111</b>	<b>(46,129)</b>	<b>1,798,580</b>

**Strategic Priority:**

The strategic plan addresses the Board's goal to be fiscally responsible. Reviewing the financial activity of the organization on a regular basis will ensure the board has oversight.

**Policy, Regulation, Legislation:**

The Province has provided support resources for School District's on Financial Governance and Accountability. Regular oversight and review of financial information is an integral part of the Board's responsibility. Putting policy in place to support this oversight will be an integral part of meeting the Board's responsibility.

**Public Participation:**

The presentation of this financial information is within the inform category of the IAP2 framework of public participation.

**Implementation:**

No action is required. However, a section will be added to the website for monthly financial reports.

**Attachments:**

Financial Summary Report – February 28, 2019

FINANCIAL SUMMARY REPORT

FEBRUARY 28, 2019

	BUDGET	ACTUAL	DIFFERENCE	ACTUAL TO BUDGET
=====				
REVENUE				
REVENUE	69,834,848.71-	42,862,956.21-	26,971,892.50-	61.38%
AFG	249,512.00	664,072.35	414,560.35-	266.15%
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	69,585,336.71-	42,198,883.86-	27,386,452.85-	60.64%
	=====	=====	=====	=====
INSTRUCTION				
REGULAR INSTRUCTION	38,869,472.64	20,325,863.10	18,543,609.54	52.29%
CAREER PREPARATION	1,415,600.00	915,346.74	500,253.26	64.66%
LIBRARY SERVICES	1,088,403.72	699,771.99	388,631.73	64.29%
COUNSELLING	1,336,220.00	831,517.84	504,702.16	62.23%
SPECIAL EDUCATION	8,132,210.00	6,525,319.62	1,606,890.38	80.24%
ENGLISH AS A 2ND LANGUAGE	684,380.00	481,634.21	202,745.79	70.38%
ABORIGINAL EDUCATION	1,455,190.00	893,271.77	561,918.23	61.39%
BUSINESS ADMINISTRATION	5,333,210.00	3,389,768.69	1,943,441.31	63.56%
SUMMER SCHOOL	0.00	18,422.64	18,422.64-	0.00%
OFF SHORE STUDENTS	847,750.00	633,400.64	214,349.36	74.72%
OTHER	213,190.00	162,551.36	50,638.64	76.25%
	-----	-----	-----	-----
	59,375,626.36	34,876,868.60	24,498,757.76	58.74%
	=====	=====	=====	=====
ADMINISTRATION				
EDUCATIONAL ADMINISTRATION	1,049,510.00	667,869.58	381,640.42	63.64%
SCHOOL DISTRICT GOVERNANCE	180,313.00	137,231.18	43,081.82	76.11%
BUSINESS ADMINISTRATION	1,602,741.00	1,120,780.85	481,960.15	69.93%
	-----	-----	-----	-----
	2,832,564.00	1,925,881.61	906,682.39	67.99%
	=====	=====	=====	=====
OPERATIONS & MAINTENANCE				
BUSINESS ADMINISTRATION	699,127.00	458,035.08	241,091.92	65.52%
MAINTENANCE OPERATIONS	5,257,500.00	3,373,534.54	1,883,965.46	64.17%
MAINTENANCE OF GROUNDS	523,100.00	321,276.56	201,823.44	61.42%
UTILITIES	1,134,000.00	587,698.87	546,301.13	51.83%
	-----	-----	-----	-----
	7,613,727.00	4,740,545.05	2,873,181.95	62.26%
	=====	=====	=====	=====
TRANSPORTATION & HOUSING				
BUSINESS ADMINISTRATION	130,900.00	87,570.83	43,329.17	66.90%
STUDENT TRANSPORTATION	1,001,082.26	525,131.40	475,950.86	52.46%
	-----	-----	-----	-----
	1,131,982.26	612,702.23	519,280.03	54.13%
	=====	=====	=====	=====
	-----	-----	-----	-----
	1,368,562.91	42,886.37-	1,411,449.28	-3.13%
	=====	=====	=====	=====



**ITEM 6.1      Action**

TO:                Board of Education  
FROM:            Committee of the Whole  
SUBJECT:        Inclusion Walkway

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**Recommendation:**

THAT Mission Public Schools paint the entrance area in front of the Administration Building as an 'Inclusion Walkway' (rainbow colours) similar to many crosswalks and sidewalks in other communities.

**Rationale:**

This would indicate the Board of Education's support of SOGI 123 and human rights for all students and employees. It also continues the philosophy of public education for safe, inclusive school environments for everyone and valuing people for who they are. Reference: Policies 25 (Respectful Schools), 26 (Sexual Minority/Sexual Orientation), and 29 (Safe, Caring, and Healthy Schools)

**Analysis and Impact:**

The approximate cost for this, labour and materials, is \$2000 for the front entrance. Painting the rear area in addition would be a similar or slightly lower cost.

**ITEM 6.2      Action**

TO:                Board of Education  
FROM:            Committee of the Whole  
SUBJECT:        Menstrual Products in Schools

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**Recommendation:**

That MPSD provide free feminine hygiene products in all schools in the district removing pay for dispensaries.

**Background:**

Mission Public Schools currently provides free products on request, but also has coin operated machines installed in washrooms. This practice is common across the province – both free and at cost products are available. In some schools' free products are available at counselling centres and at others in the main office. In either case, it does require the student to request access.

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

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

**Members Present:** Board Chair, Tracy Loffler  
Trustee, Shelley Carter  
Vice Chair, Randy Cairns  
Trustee, Julia Renkema

**Members Absent:** Trustee, Rick McKamey

**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.

**2. ADOPTION OF AGENDA**

MOVED and Seconded that the Agenda be adopted as presented.

**CARRIED**

**3. DELEGATIONS/PRESENTATIONS**

A video played and highlighted all the different activities taking place at Silverdale Elementary.

**4. UNFINISHED BUSINESS**

**4.1 Trades Training Advisory Committee**

MOVED and Seconded that the Trades Training Advisory Committee Terms of Reference be approved.

**Amendment:**

MOVED and Seconded to amend item ten (10) in the terms of reference to state that the draft minutes be supplied to the Board 30 days following the meeting.

**CARRIED**

The draft terms of reference was reviewed at the Committee of the Whole (CotW) on March 5, 2019. The revised terms of reference include the changes discussed at the CotW meeting.

Clarification was provided that the Trades & Training Committee meetings will be public just like the Committee of the Whole.

4.2 **Trustee Remuneration Task Force**

MOVED and Seconded that the Trustee Remuneration Task Force Terms of Reference be approved.

**CARRIED**

The draft task force terms of reference were reviewed at the Committee of the Whole on March 5, 2019. There was one change that clarifies the positions are voluntary without pay.

A comment was presented for consideration to include students on the task force even as observers.

4.3 **Feedback on Recommendations for the Funding Model Review**

MOVED and Seconded that the Board of Education submit the following feedback to the Ministry of Education regarding the Funding Model (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 practice, 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.

### **CARRIED**

The Board of Education has reviewed the recommendations with education partner groups and stakeholders at a previous Committee of the Whole meeting. The feedback regarding the recommendations will be submitted to the Ministry of Education.

## **5. STAFF REPORTS**

### **5.1 Reporting out from Closed Meeting**

The Superintendent reported that property and personnel was discussed at the Closed Board meeting on March 12, 2019.

5.2 2019-2020 District Calendar

MOVED and Seconded that 2019-2020 School Calendar be approved.

**CARRIED**

The draft calendar was reviewed at a Committee of the Whole meeting. The final calendar must be submitted to the Ministry on or before March 31, 2019.

5.3 Appointing Financial Auditor

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

**CARRIED**

The Secretary Treasurer advised that in 2018 an RFP was issued to confirm a financial auditor. KPMG was awarded a contract for one year, with the option to extend the appointment for up to three years, in one-year increments.

**7. MINUTES OF PREVIOUS MEETINGS**

7.2 Board of Education Public Meeting Minutes, February 26, 2019

MOVED and Seconded that the Special Public Board minutes dated February 26, 2019 be approved.

**Amendment:**

MOVED and Seconded that the minutes be amended to include "staff present" on the roll call.

**CARRIED**

**9. CORRESPONDENCE**

**10. COMMITTEE MINUTES/LIAISON REPORTS**

Trustees report on the following:

- Meeting with Superintendent, Director of Facilities, representatives from ICBC and Transportation Authority regarding road safety at Dewdney Elementary;
- appointed a committee member of the Mission Community Foundation for the Fraser Valley;
- BCSTA Fraser Valley Branch meeting and Trustee Carter was appointed the President of the association;

- meeting with Mayor and Council;
- DPAC SOGI event;
- MSS Youth Transition Fair;
- visiting several schools
- attended Grease at Clarke Theatre;
- SW'SW meeting;
- attended local fundraiser event;
- MTU Staff Representative meeting;
- BCSTA Board Chair meeting;
- BCSTA Joint Partners Liaison meeting;
- Special CotW regarding budget discussion;
- Special Public Board meeting to approve the amended budget bylaw; and
- Enhancement Agreement meeting.

**11. ANNOUNCEMENTS**

The Board Chair advised that the Special CotW meeting on March 14, 2019 is canceled.

**12. QUESTION PERIOD**

A question was asked about the feedback on the Funding Model Review recommendations and if they were listed in order of importance to the School District?

A: It was problematic to include value statements for each recommendation. It is less complex to leave the recommendations in numerical order.

**13. ADJOURNMENT**

MOVED and Seconded that the Board adjourn the meeting.

**CARRIED**

The meeting adjourned at 7:06 pm.

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Chairperson

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Secretary Treasurer



April 2<sup>nd</sup> 2019

Premier Hogan, Minister of Education Rob Fleming and Maple Ridge-Mission MLA Bob D'Eith

Sirs

My name is Randy Cairns, currently Vice-Chair of the Board of Education Mission Public Schools.

I am writing this letter as an individual Trustee and not in any other capacity except as a Mission community member and a long time NDP member. It is out of a sense of frustration that I am sending this correspondence.

The past Board on May 04 2018 sent Minister Fleming a letter extending a invitation to visit Mission Public Schools. One of the main reasons was to advocate for a replacement of our aging Senior Secondary school. During the last election I campaigned and door knocked in Mission advising I would continue to advocate for a new Senior school at the present sight, one with a artificial field and track. This would benefit students and the community as it is in close proximity to our community leisure centre. Every voter I contacted was supportive of this initiative.

With the election of the new Board we sent another letter to the Minister of Education reaffirming this request for a new Senior school and again extended an invitation for the Minister of Education to visit Mission Public schools, to see for himself the need for such a facility in a fast growing community. This email letter was sent on January 21<sup>st</sup> 2019. To date we have not received a reply from the Minister on either of the letters sent.

I am sending this in the hope that the Minister will consider expediting a visit to our School District. I will add that I personally expected a more responsive attitude from this Government as I know our MLA has been supportive.

I thank you in advance for accepting my correspondence.

Randy Cairns

January 21, 2019

Honourable Rob Fleming  
Minister of Education  
PO Box 9045 Stn Prov Govt  
Victoria, BC V8W 9E2

Delivery method: Email and mail

Mr Fleming:

This letter is a follow up to an email sent January 15, 2019. On behalf of the Board of Education of Mission Public Schools, I have been asked to extend to you a warm invitation to visit Mission in the near future. As you can see from the attachment, Mission is an exciting and growing place, that may be a bit 'off the radar' for the Ministry and the Board wanted to make sure you were aware of many of the great programmes in place and our challenges due to growth and beyond. It is our hope that your staff can connect with us and a brief visit can occur.

You can also review our previous submissions to the Ministry in relation to Capital Projects. If there is anything I can do to assist this process, do not hesitate to ask. I thank you for your consideration of this request.

Sincerely,



Angus Wilson  
Superintendent of Schools

EC Bob D'Eith, MLA  
Board of Education

May 4<sup>th</sup>, 2018

Honourable Rob Fleming  
Minister of Education  
PO Box 9045 Stn Prov Govt  
Victoria, BC V8W 9E2

Minister Fleming:

The Board of Education for Mission Public Schools would like to express its concern for the slow and enigmatic process of accessing capital to build new schools. While you may be aware that Mission is a growing district, you may not be aware that its growth is in fact greater than Surrey's on a per capita basis. Our space issues are exacerbated by several factors: first, the restored language has limited many class sizes and thus pushed us to open many more classrooms to accommodate the Collective Agreement; second, a decade ago the district went through the long and difficult process of closing, selling, repurposing, amalgamating, and reconfiguring our schools, which was the fiscally responsible thing to do - and we are now effectively being punished for it; and third, a growth in overall population that not only strains our physical capacity but also our parking lots, buses, student services and beyond.

While we are aware that growth is a 'good problem', we have a number of elementary schools with no space when a child moves to the new subdivisions going up in the neighbourhood, and our Senior Secondary now has 11 portables adjacent to a school designed for 1200 students that now houses nearly 1400. While we love Mission Senior Secondary and its amazing staff, we are asking them to create 21<sup>st</sup> century learning opportunities in a building that dates to before the Korean War. Another older building in our district has a similar story; Hatzic Elementary was built in 1911 as a country school, and currently is faced with a massive development boom and has no seats available at most grades.

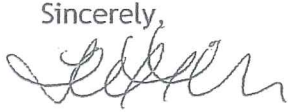
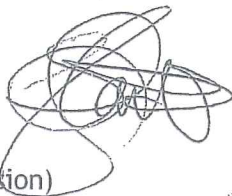
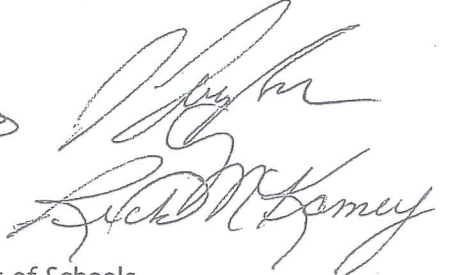
We know there are many demands on the Ministry for capital funds, and we would certainly advocate for an increased quantum in this area. In the interim, however, we are frustrated in part that we cannot discern by what process large capital grants are allocated; it seems that Mission is 'forgotten' with no indication of a timeline for major building replacement or extensions. We are further frustrated that Mission 'played by the rules', being fiscally cautious, and now has to contend with further pressures on its schools. In addition, we know that there can be a tremendously long delay time even once a funding announcement is made; sometimes it is more than a decade before a building comes to fruition. A further collateral issue in this process in SD75 has been our removal of community learning partners from our buildings, who in turn are finding difficulty with acquiring new space in Mission, challenging both our partnerships and their ability to support the people of Mission.

In summary, we would request the following:

1. Consideration of a new process for triggering capital projects in the education sector;
2. Clarity in such a process;
3. Specifically for Mission, we are hoping for a timeline on replacing our Senior Secondary, putting an expansion on Albert McMahon Elementary, a replacement for Hatzic Elementary School, and an eventual new school in the Cedar Valley area.

We would like to extend an invitation to you to visit our terrific district first hand, to see the amazing work our staff is doing, and to understand the general pressure they and our community work under. Should you or your staff have further questions about Mission, its projected growth and business development, its school organisation, or any other aspect of our community please contact us for further discussion. We thank you for your work on behalf of all students in British Columbia and your consideration of this letter.

Sincerely,

Randall Cairns

Board of Education  
School District 75 (Mission)

- EC
- A Wilson, Superintendent of Schools
  - C Becker, Secretary Treasurer
  - B D'eith, MLA
  - S Gibson, MLA
  - D Davies, Education Critic
  - R Hawes, Mayor, District of Mission
  - Student Leadership, MSS
  - DPAC, Mission
  - J Nikolic, MTU
  - F Howell, CUPE 593
  - B Barber, MPVPA