

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

**January 22, 2019, 6:30 pm  
Christine Morrison Elementary  
32611 McRae Avenue, 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	Trustee Liaison School Appointments	Action	1
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4.2	Worksafe Compliance Update	Verbal	2
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**5. STAFF REPORTS**

5.1	Reporting out from Closed Meeting	Verbal	
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5.2	Field Trip to China	Information	3
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**6. NEW BUSINESS**

6.1	Vending Machines	Action	4
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6.2	Policy for Donations to Schools	Action	5
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**7. MINUTES OF PREVIOUS MEETINGS**

7.1	Board of Education Public Meeting Minutes, December 18, 2018	Action	6 - 11
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**8. INFORMATION ITEMS**

8.1	Special Committee of the Whole, February 12, 2019	Verbal	
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To discuss the 2018-19 Amended Budget.

8.2 Special Committee of the Whole, March 14, 2019 1-4:30 pm

Verbal

To discuss Boundary Review.

9. **CORRESPONDENCE**

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**

TO:                Board of Education  
FROM:            Committee of the Whole  
SUBJECT:        Trustee Liaison School Appointments

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**Recommendation**

**That the Chair of the Board of Education no longer assign liaison schools to individual trustees.**

**Background:**

The motion was originally presented to the Committee of the Whole in December. The Committee agreed that the members would like feedback from partner groups before the Board considered the motion at a Public meeting.

The item was further discussed at the Committee of Whole meeting in the January and is being forwarded to the Public meeting for consideration by the Board.

**ITEM 3.1      Verbal**

TO:                Board of Education  
FROM:            C. Becker, Secretary Treasurer  
SUBJECT:        Worksafe Compliance Update

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The Secretary Treasurer will provide an update on the School District's progress with the PACE program and compliance agreement.

**ITEM 4.2      Information**

TO:                Board of Education  
FROM:            A. Wilson, Superintendent  
SUBJECT:        Field Trip to China

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At the Public Board meeting in June, the Board of Education approved the field trip application for students of École Mission Senior Secondary to travel to China.

On January 14, 2019, the Government of Canada issued a travel advisory regarding travel to China. On Wednesday January 16, 2018, the March 2019 field trip to China planned for École Mission Senior Secondary students was cancelled, and partner groups were advised of the cancellation.

For more information about the advisory, please visit: <https://travel.gc.ca/destinations/china>

**ITEM 6.1      Action**

TO:                Board of Education  
FROM:            R. Cairns, Vice-Chair  
SUBJECT:        Vending Machine Contract

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**Proposed Resolution:**

**Be it resolved that the Board of Education issue a tender for a three-year contract for vending machines in the School District.**

**Background:**

The vending machine contract with Ryan Vending ended in 2018 and is continuing on a month to month basis. The Committee of the Whole has discussed vending machine in schools and a motion is being brought forward to the Public meeting for further consideration.

**Analysis:**

Not issuing a contract will result in the current contract continuing on a month-to-month basis.

Issuing a tender for a new contract would allow other vending operators to submit bids to secure a contract with the School District.

The School District could issue an extension to the current contract, continue on a month to month basis, issue a new tender for a new contract, or remove all vending machines from School District property.

**ITEM 6.2      Action**

TO:                Board of Education  
FROM:            R. Cairns, Vice-Chair  
SUBJECT:        Policy for Donations to Schools

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**Recommendation**

**THAT Staff develop a policy for donations to schools that includes the structure to be reviewed by Senior Staff before any approval or implementation.**

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

**December 18, 2018, 6:30 pm**  
**Hatzic Middle School**  
**34800 Dewdney Trunk Rd, SS #1, Mission, BC**

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

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

**1. CALL TO ORDER**

The meeting was called to order at 6:30 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**

The school's student choir preformed three (3) songs.

**4. UNFINISHED BUSINESS**

**4.1 Motion for BCSTA AGM - Policy for Harassment**

MOVED and Seconded that BCSTA develop policy guidelines and templates for preventing, and/or addressing discrimination, harassment, and poisoned work environments of Boards of Education and individual trustees.

## **CARRIED**

This motion was presented at a previous Committee of the Whole meeting. The Board would like to submit the motion to be discussed at the BCSTA AGM.

### 4.2 Response Letter to BCSS

The Superintendent prepared a letter detailing the Board's concerns and mailed it to the BC School Sports, as well as the Minister. A response was provided by BCSS, however, the questions outlined by the Superintendent, were not answered. The Board requested that the Superintendent draft and issue another letter.

## **5. STAFF REPORTS**

### 5.1 Reporting out from Special Closed Meeting, December 4, 2018 and Closed Meeting, December 18, 2018

The Superintendent reported out on the following Closed Meetings of the Board of Education:

1. September 11, 2018: financial and legal matters were discussed.
2. September 18, 2018: staffing matters were discussed.
3. October 2, 2018: labour and bargaining matters were discussed.
4. December 4, 2018: preliminary strategic planning items were discussed.
5. December 18, 2018: staffing, property, and student matters were discussed.

### 5.2 2018 Annual Report

MOVED and Seconded that the June 30, 2018 Annual Report, including the 2017-2018 Financial Statements, be published.

## **CARRIED**

The Secretary Treasurer informed the Board that the printed copy of the 2018 annual report includes a narrative on financial activities, the audited Financial Statements, and the Statement of Financial Information.

The report has been reviewed at the Committee of the Whole meeting on December 4, 2018. Upon receiving approval from the Board, the report will be published on the website before December 31, 2018.

### 5.3 2017-18 Statement of Financial Information

MOVED and Seconded that pursuant to the *Financial Information Act* (the "Act") the Statement of Financial Information be approved.

**CARRIED**

The 2017-2018 Statement of Financial Information (SOFI) report contains all the information as prescribed by the *Financial Information Act*. The SOFI report is presented for the Board's approval. An explanation was provided regarding Trustee Carter's expenses; Trustee Carter is the committee representative for BCSTA and BCPSEA. As such, she is required to travel and attend more events than the other Board members.

A question was asked regarding vendor costs of \$28,536.62 paid to SD 23 (Central Okanagan). The Secretary Treasurer advised that Mission contracted SD 23 to manage the school district's worksafe claims.

5.4 **Stave Falls Elementary School Catchment Boundary**

MOVED and Seconded that the area within Mission Public School District's current Silverdale Elementary School Catchment area that is west and north of the Stave River and Hayward Lake, be removed from the Silverdale Elementary School Catchment area and be established as the Stave Falls Elementary School Catchment area.

**CARRIED**

The Superintendent advised that the report outlines the catchment area for the Stave Falls Elementary School and advised that some considerations will be presented to Board regarding Silverdale Elementary.

Clarification was provided about the newspaper advertisement regarding Kindergarten registration. This is not just for Stave Falls Elementary School, it is for all schools. Also, Principal Sue McLeod is organizing an evening registration at the Board office for parents to register their children to attend Stave Falls.

**6. NEW BUSINESS**

6.1 **2019 Trustee Liaison and Committee Appointments**

THAT the following Trustees be appointed as the 2018 Committee representatives:

1. Aboriginal Education Advisory Council – 1<sup>st</sup>: Randy Cairns, Alternate: Tracy Loffler

2. BC School Trustees' Association – 1<sup>st</sup>: Shelley Carter, Alternate: Tracy Loffler
3. BC School Trustees' Association Provincial Council – 1<sup>st</sup>: Shelley Carter, Alternate: Rick McKamey
4. BC Public School Employers' Association – 1<sup>st</sup>: Rick McKamey, Alternate: Shelley Carter
5. Committee of the Whole – 1<sup>st</sup>: Tracy Loffler, Alternate: Shelley Carter
6. Mission Literacy in Motion – 1<sup>st</sup>: Julia Renkema, Alternate: Randy Cairns
7. University of the Fraser Valley Community Council – 1<sup>st</sup>: Julia Renkema, Alternate: Rick McKamey
8. Mission Community Foundation - 1<sup>st</sup>: Tracy Loffler, Alternate: Rick McKamey;

AND That Trustee Renkema be appointed as the trustee liaison to the following schools:

1. Albert McMahon Elementary School
2. Cherry Hill Elementary School
3. Silverdale Elementary School
4. West Heights Elementary School

**CARRIED**

The Board Chair presented the Committee appointments and advised of one additional change, that the Board add Mission Community Foundation to the list.

6.2 **Seat belts on School Buses**

MOVED and Seconded that Staff look into the costs, timeline, and feasibility of installing seat belts on our school bus fleet. Staff will report the findings to the Board at the February 2019 Committee of the Whole meeting.

**CARRIED**

The Secretary Treasurer advised that certain buses cannot be retro fitted and that the installation of seat belts would only apply for new buses.

**7. MINUTES OF PREVIOUS MEETINGS**

7.1 **Board of Education Public Meeting Minutes, October 16, 2018**

MOVED and Seconded that the Board of Education Public meeting minutes dated October 16, 2018, be approved as amended.

**CARRIED**

Under the Committee Minutes/ Liaison Reports change the bullet about Sto:lo signing Stage Five agreement to read: East Sto:lo signed Stage Four agreement.

7.2 Board of Education Inaugural Meeting Minutes, November 20, 2018

MOVED and Seconded that the Board of Education Public meeting minutes dated November 20, 2018, be approved.

**CARRIED**

**10. COMMITTEE MINUTES/LIAISON REPORTS**

Trustees reported on:

- British Columbia School Trustee Academy Trustee Academy
- First Nations Education Steering Committee (Annual Aboriginal Education Conference)
- Hatzic Elementary Halloween Parade
- Remembrance Day Ceremonies at several schools
- Global Education dinner
- BCSTA Indigenous Education Committee meeting
- Visited several schools in the School District
- YES Academy Graduation
- Meeting with Carolynn Schmor
- Meeting with Vivian Seawer
- The night before Christmas play
- Cross District Leadership Conference
- Inauguration meeting of Mayor and Council
- Remembrance Day at MSS
- Turkey dinner at MSS

**11. ANNOUNCEMENTS**

**12. QUESTION PERIOD**

Q: How will the establishment of the Stave Falls catchment affect the students who live in the area but attend Silverdale Elementary? Will they be grandfathered in?

A: The Superintendent will present the Board with recommendations that the students who live in the Stave Falls catchment can continue to attend Silverdale.

Q: Will the students who continue to attend Silverdale receive busing?

A: This will depend on how many students will require busing. The Board will be given three options: 1) do nothing; 2) continue a bus run that goes in that direction; or 3) travel allowance to parents.

Q: Will the Stave Falls catchment affect the families living on the boarder of the catchment near the sports complex?

A: The Board needs to complete an analysis of specific areas and is looking at completing a 5 year time line to give students time to transition instead of making drastic decisions.

**13. ADJOURNMENT**

MOVED and Seconded that the Board adjourn the meeting.

**CARRIED**

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Chairperson

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Secretary Treasurer