

**School District #75 (Mission)**  
**Special Committee of the Whole Meeting Minutes**

**February 13, 2019, 1:00 pm**  
**District Education Office, 33046 4th Avenue, Mission, BC**

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

**Staff Present:**      **Superintendent of Schools, Angus Wilson**  
                                **Secretary Treasurer, Corien Becker**  
                                **Assistant Superintendent, Larry Jepsen**  
                                **Director of Student Services Carolyne Schmor**  
                                **Assistant Secretary Treasurer, Derek Welsh**  
                                **Executive Assistant Aleksandra Zwierzchowska (Recorder)**

**Others Present:**      **Janise Nikolic - MTU President, Ryan McCarty - VP MTU,**  
                                **Linda Ziefflie, BCTF Representative, and Teacher - Gina**  
                                **McCarty**

**2. ADOPTION OF AGENDA**

MOVED and Seconded that the Agenda be adopted as presented.

**CARRIED**

Two additional handouts were distributed. One provides answers to questions regarding the amended budget. The other hand out details the resolutions approved by the Board regarding reopening Stave Falls Elementary. All handouts are available on the district website.

**6. STAFF REPORTS**

**6.1 Amended Budget 2018/19**

MOVED and Seconded that the Amended Budget information for the 2018/19 be reviewed.

**CARRIED**

The Secretary Treasurer advised that significant adjustments are required to reconcile the budget and eliminate the deficit. A summary of major changes is outlined on page 5 of the agenda.

A request was made that the next report include actuals and year-to-date (YTD) figures for 2017/18 and 2018/19.

Clarification was provided that the tuition revenue is a mix of revenue collected from the International Program and Riverside College.

The Committee reviewed the questions listed on memo that was circulated at the start of the meeting.

A request was made that the next report include actuals and YTD figures for the International Program.

Q: Where is the Classroom Enhancement Fund detailed in the budget? How is it used?

A: It is included in the Special Purpose funds. This information will be available with the Budget Bylaw.

Q: Are there remedy costs related to international students?

A: Yes, this refers to local language outlined in the collective agreement.

Q: What is the actual deficit amount?

A: The \$2 million change in funding is summarized on page 1 of the amended budget report. The operating deficit of \$1,368,563 is outlined on page 3.

A discussion ensued regarding TTOC positions. Historically, the SD has experienced a delay in recruiting. This is improving but an on-going issue for the district.

The Secretary Treasurer advised that it is recommended that the \$100,000 set aside for the expansion of Riverside College return into the budget until there is a definite plan for the expansion.

Q: With the new curriculum implemented, there is a need for new text books. Will there be funding for new textbooks?

A: The plan is to purchase textbooks. There is meeting with teachers of the MSS math department to determine needs.

Clarification was provided regarding funding for portable improvements. All portables need to have sprinklers installed. At this time, we are not sure how

much of the balance will be used. This is an unexpected one-time-cost. The School District has a total of 16 portables.

A question was asked regarding the total amount spent on updating Stave Falls. The Secretary Treasurer advised that interior work has started and is on-going. Clarification was provided that there is a delay with reporting expenses.

The following meetings will be scheduled to continue the amended budget discussions:

Special Committee of the Whole: February 19th at 2:30 pm.

Special Committee of the Whole: February 25, 2019, 12:30 pm.

Special Public Board Meeting: February 26, 2019, 6:00 pm.

All meetings will take place at the District Education Office.

#### **6.2 Preliminary 2019/20 Budget**

The following items are requested to be included in the preliminary annual budget for 2019/20:

- include the items that were deferred from the 2018/19 budget;
- include consultation with students with exceptional needs and aboriginal students;
- include Riverside students in the conversation, as well as grade 12 students; and
- include pathways to employment group from Riverside College.

#### **6.3 Stave Falls Elementary**

MOVED and Seconded that the following to resolution be forwarded to the Public Meeting on February 19, 2019:

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.

#### **CARRIED**

The Superintendent advised that there are 31 students registered at Stave Falls. The registrations are significantly less than forecast.

Q: Will the School District grandfather students attending Silverdale Elementary?

A: There is a technical issue with busing. The bus travels in one direction and the School District does not have any additional buses.

Clarification was provided that the options outlined on page 10 of the agenda are brought forward as options for consideration, the school is opening September 2019.

A comment was provided regarding the school's website. The Stave Falls School website is not engaging or representative of the curriculum offerings. The School Principal has done an incredible job with promoting the program, however, none of the brochures are available on the website. Staff will ensure the website is updated.

The Secretary Treasurer advised that the goal is to increase marketing efforts to increase enrolment. The School District needs to raise the profile of the school to excite parents to enroll their children into the school.

## **10. ADJOURNMENT**

MOVED and Seconded that the Board adjourn the meeting.

### **CARRIED**

The meeting adjourned at 3:37 pm.

Certified Correct:

*Original Signed by Tracy Loffler*

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Chair, Board of Education

March 5, 2019

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Date

*Original Signed by Corien Becker*

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Secretary Treasurer

March 5, 2019

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Date