

**School District #75 (Mission)**

**Public Meeting of the Board of Education Minutes**

**September 18, 2018, 6:30 pm  
Fraserview Learning Centre  
Summit Learning Centre  
32444 7th Avenue, Mission, BC - Learning Lab #105**

**Members Present:** Trustee Tracy Loffler  
Trustee Shelley Carter  
Trustee Randy Cairns  
Trustee Rick McKamey  
Trustee Jim Taylor

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

**1. CALL TO ORDER**

The meeting was called to order at 6:32 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**

Two changes:

1. Reorder item 5.3 and make it the first item under Staff Reports. Following the discussion of this item, there will be an opportunity to ask the Auditor questions about the financial statements.
2. Copies of the Trustee Remuneration report were distributed at the start of the meeting. The report was originally presented as information to the Committee of the Whole on September 11, 2018.

MOVED and Seconded that the Agenda be adopted as amended.

**CARRIED**

### **3. DELEGATIONS/PRESENTATIONS**

#### **3.1 Summit and Fraserview Presentation**

Ms. Mahil, a teacher of Summit Learning Centre provided a presentation on virtual learning highlighting the big blue button which allows teachers to video conference with students and record the lesson.

Principal Kevin Watrin provided highlights about Fraserview Learning Centre. Last year the school reported the highest number of graduates. The Mission Youth Clinic is now operating out of the school. The clinic offers free counseling as well as other free services.

#### **3.2 Field Trip Application - San Francisco**

THAT Ecole Mission Secondary School's field trip application for students in grades 9, 10, and 12 to travel to San Francisco, from January 24, 2019 to January 28, 2019 be approved.

#### **CARRIED**

This item was not presented to the Committee of the Whole due to time constraints. The Superintendent advised that this item can be presented to the Committee of the Whole at a later date.

A request was made that once the trip is completed, that staff and students present their experiences to the Committee.

### **4. UNFINISHED BUSINESS**

#### **4.1 Annual Budget Bylaw 2018-19**

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

#### **CARRIED**

MOVED and Seconded that the revised School District No. 75 (Mission)

Annual Budget Bylaw for fiscal year 2018/2019 be approved as read a first time.

**CARRIED**

MOVED and Seconded that the revised School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2018/2019 be approved as read a second time.

**CARRIED**

MOVED and Seconded that the revised School District No. 75 (Mission) Annual Budget Bylaw for fiscal year 2018/2019 be approved as read a third time and finally adopted.

**CARRIED**

The Board Chair advised that there is an error with the resolution. The year should read 2018-19 not 2017-18.

The Secretary Treasurer advised that the Ministry of Education rejected the original budget bylaw because they did not approve the original Enhancement Fund amount for the 2018-19 school year. The Ministry requested that the school district revise and resubmit the budget.

**5. STAFF REPORTS**

5.1 Financial Statements and Audit Report to the Board

Moved and Seconded that the draft School District No. 75(Mission) June 30, 2018 Financial Statements be accepted; and

THAT the approved final School District No.75 (Mission) June 30, 2018 Financial Statements including audit report be submitted to the Ministry of Education by September 30, 2018.

**CARRIED**

During the months of July and August finance staff put together the year-end financial statements. KMPG assisted the district with the annual audit and presented this information to the Board at a meeting earlier in

September. The School District is required to submit the financial statements to the Ministry of Education by September 30, 2018. The draft financial statements are presented to the Board for approval.

#### 5.1.1 Q & A

This Q&A period is specifically related to the Financial Statements found on page 35 of the agenda.

Q: Where in the budget are the reserve funds being drawn to reconcile the budget.

A: The Board passed a Reserve Funds Policy that outlines guidelines for surplus funds. No funds were transferred into the reserve funds due to lower than anticipated enrolment numbers for the 2018-19 school year. Page 57, Note 20 - Accumulated Surplus details the funds that were drawn. There is approximately \$914,000 sitting in reserve funds.

#### 5.2 Healthy and Safety Policy 2018-19

MOVED and Seconded that the Health and Safety Policy #150 be approved as amended.

#### **CARRIED**

The Secretary Treasurer referred to page 31 of the agenda which outline the first draft of the policy. Since approving the policy, the district hired a Health & Safety Manager who recommended some changes. The policy needs to be reviewed annually, signed by senior staff, and posted at all sites. The manager will review the policy annually, if there are no changes, senior staff will sign and re-post it. If changes are necessary, the policy will be presented to the Board.

#### 5.3 Borrowing Resolution

MOVED and Seconded that the Superintendent and Secretary Treasurer be authorized to borrow on behalf of Mission Public School District (School District #75) from the Scotia Bank for the 2018 / 2019 operating year:

1. \$1,500,000 for an Operating Line of Credit
2. \$750,000 for a revolving term / Scotia leasing

## **CARRIED**

The Secretary Treasurer advised that this resolution is passed at the start of every school year. The resolution authorizes the Superintendent and Secretary to borrow funds on behalf of the school district. This is more a procedural process required by Scotia Bank. Once the resolution is approved, senior staff will issue a letter to Scotia Bank advising them of the approval. Otherwise, the bank will close the line of credit.

## **6. NEW BUSINESS**

### **6.1 Letter to BC School Sports and Ministry of Education**

MOVED and Seconded that the Board of Education write a letter to BC School Sports (BCSS) and the Ministry of Education advising of our concerns that students are being denied opportunities in sport education due to BCSS denial of students “playing up” due to grade configuration decisions made by elected Boards of Education.

## **CARRIED**

The students of MPSD are being denied opportunities to “play up” in sports because our district middle school configuration is grade 7, 8, 9 and the high school is grades 10, 11 and 12. Grade 9 students would be playing on a high school team not a junior or middle school team just like any student playing on a junior high school team in the province.

A letter will be issued to BCSS and the Ministry advising them how this impacts the students.

### **6.2 Change October Public Meeting Date**

MOVED and Seconded that the date of the October Public Board Meeting be changed to October 23rd, 2018.

## **DEFEATED**

If the meeting is held after the election, it still allows the outgoing trustees to exercise the legal mandate they will maintain until the new Board is sworn in. In addition, there needs to be ethical guidance from the Superintendent on access to schools, staff and public venues.

The discussion concluded that the election date conflicts with certain scheduled dates. However, local municipalities do not dissolve their meetings because of the election. The schedule was approved last year and this issue was not brought forward. Any business completed in the schools should be of school district business.

### 6.3 Trustee Remuneration

MOVED and Seconded the remuneration for Trustees will remain unchanged until the issue can receive full consideration during 2019/2020 budget discussions.

#### **Amendment:**

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

#### **CARRIED**

The Board Chair referred to a report that was distributed at the start of the meeting and noted that it was presented as information to the committee on September 11, 2018.

The Board discussed this item and concluded that it should be forwarded to a future meeting for the new Board to discuss. The Secretary Treasurer advised that the resolution should be revised into a positive motion.

## **7. MINUTES OF PREVIOUS MEETINGS**

### 7.1 Board of Education Public Meeting Minutes, June 19, 2018

MOVED and Seconded that the Board of Education Public meeting minutes dated June 19, 2018 be approved.

#### **CARRIED**

## **8. INFORMATION ITEMS**

The following items are presented as information.

### 8.1 Funding Model Review for Board Chairs

### 8.2 Province celebrates Pride weekend with plans for human rights commission

8.3 The Opioid Epidemic: How do educators become more accountable during the crisis

The Board Chair advised that the Closed meeting is not complete and that the report will be made at the next Board meeting.

**9. CORRESPONDENCE**

**10. COMMITTEE MINUTES/LIAISON REPORTS**

Trustees reported on:

- Stave Falls community event which included a ceremony by Kwantlen First Nations
- Attending the first SW'SW meeting of the year
- Attending the first DPAC meeting
- BCSTA Indigenous Ed Committee which took place in Nisga'a
- YES Korean graduation ceremony
- MSS Commencement Ceremony
- Principal and VP interviews
- Phone calls with BCPSEA

**11. ANNOUNCEMENTS**

11.1 Trustee Candidates Forum

The School Trustees Candidate Forum is happening on September 20, 2018 at the Clarke Theatre, 5:30pm - 8:30pm.

11.2 Screen-Agers Event hosted by DPAC

Growing up in the digital age hosted by DPAC - October 23, 2018 with guest speaker, Jeesse Miller. Start time TBD.

**12. QUESTION PERIOD**

Q: What is the reason for the change in teacher salaries on page 11 of the agenda?

A: The reduction in the revised budget is related to hiring new teachers that will have a lower salary. The original teacher salaries budget was based on the average teacher salary. The ministry requested that the formula be based on the average new teacher salary.

Q: Will there be any consultation with partner groups for the amended Health & Safety Policy.

A: As per Worksafe requirements, the policy needs to be posted immediately. There will be an opportunity to consult with partner groups.

Q: Is there any room in the budget for teachers to order books that will compliment the new high school curriculum?

A: A conversation needs to happen with teachers so a decision can be made collectively.

Q: Has management established adequate health and safety standards, policies, procedures, work practices and maintenance of building and equipment?

A: There is a lot of information that needs to be put together and this is the reason why we are in a compliance agreement with Worksafe. Staff is still working at compiling the outstanding Worksafe procedures.

Q: What is the next milestone with the compliance agreement?

A: There is a significant amount of training happening across the district. The main focus is to get all the site committees up and running.

Q: Will the H&S Manager work with all the site committees to identify hazards?

A: The manager implements and manages the district health and safety program and advises the site based committees. It is each site committee's responsibility to identify the hazards of each site.

Q: When did Worksafe come forward to the school district with the compliance agreement? Did Worksafe approach all school districts across the province?

A: Worksafe meet with staff March 2018. The district was advised that Worksafe is using MPSD as a test case. School districts have not been viewed as high risk environments, however, that does not mean we shouldn't approach health and safety with a high priority.

Q: Has this affected the school district's Worksafe rate?

A: At this point it is too early to get a reduction in the rate. If the district reaches the manager's goal to be certified, the cost savings will pay 100% of the manager's salary.

Q: Do you know if the district will be looking at occupant loads for shop classes?

A: This will be something that is to be addressed by the site based committee.

### **13. ADJOURNMENT**

MOVED and Seconded that the Board adjourn the meeting.



**CARRIED**

The meeting adjourned at 8:26pm.

Certified Correct:

*Original Signed by Tracy Loffler*

---

Chair, Board of Education

October 16, 2018

---

Date

*Original Signed by Corien Becker*

---

Secretary Treasurer

October 16, 2018

---

Date