

## The School Choir Presented a Medley of Songs

### Board of Education Meeting

December 15, 2015, 6:30 pm

Dewdney Elementary, 37151 Hawkins-Pickle Road, Mission, BC

#### Members Present:

Chair Rick McKamey

Vice-Chair Tracy Loffler

Trustee Randy Cairns

Trustee Shelley Carter

Trustee Jim Taylor

Secretary Treasurer Wayne Jefferson

Assistant Superintendent Randy Huth

Director of Instruction, Curriculum/Assessment Larry Jepsen

Executive Assistant Tracy Orobko (Recorder)

**Absent:** Superintendent Bill Fletcher

#### 1. Call to Order

The meeting was called to order at 6:45 p.m. by the Board Chairperson. The Chair thanked Matsqui First Nations for the use of their traditional territory for the meeting and recognized that we are on Sto:lo Traditional Territory. The Chair further acknowledged that Kwantlen, Leq'a:mel and Scowlitz First Nations also hold traditional territory within the School District boundaries.

The Board Chair expressed the Superintendent's regrets for not being in attendance.

#### 2. Board Chairperson's Annual Report

The Board Chair read a report which will be posted to the School District website.

#### 3. Election of Chairperson

The Chairperson passed the gavel over to the Secretary Treasurer to conduct the election of Chairperson.

#### MOTION (JT/TL)

**THAT the Board of Education appoint the Director of Instruction, Curriculum/Assessment, Larry Jepsen, and Executive Assistant, Tracy Orobko as Scrutineers for the purpose of conducting elections.**

#### CARRIED

Trustee Carter nominated herself for the Office of Chairperson.

Trustee Cairns nominated Trustee McKamey for the Office of Chairperson.

The Secretary Treasurer asked Trustee McKamey if he accept the nomination to which he agreed.

The Secretary Treasurer asked for further nominations.

The Scrutineers provided ballots to the Trustees. The Scrutineers exited the room to count the ballots.

The Secretary Treasurer declared Trustee McKamey elected as Chairperson of the Board of Education.

Trustee Taylor requested a vote count to which Scrutineer Jepsen announced it was a 3-2 vote.

#### 4. Election of Vice-Chairperson

Trustee Carter nominated herself for the Office of Vice-Chairperson.

Trustee McKamey nominated Trustee Loffler for the Office of Vice-Chairperson.

The Secretary Treasurer asked for further nominations.

# Minutes



The Secretary Treasurer asked Trustee Loffler if she accepts the nomination to which she agreed. The Scrutineers provided ballots to the Trustees. The Scrutineers exited the room to count the ballots. The Secretary Treasurer declared Trustee Loffler elected as Vice-Chairperson of the Board of Education. Trustee Taylor requested a vote count to which Scrutineer Jepsen announced it was a 3-2 vote.

**MOTION (JT/RC)**

**THAT the Board of Education authorize all ballots be destroyed.**

**CARRIED**

**5. Adoption of Agenda**

There were two additions:

Item 7.1: Additional Teaching Staff Assignments – Cherry Hill, Deroche and Dewdney Elementary Schools

Item 7.2: Administrative Assignment – Aboriginal Education

**MOTION (SC/TL)**

**THAT the Agenda be approved as amended.**

**CARRIED**

**6. Approval of Minutes**

**MOTION (RC/JT)**

**THAT the Board of Education meeting minutes of November 17, 2015, be approved as presented.**

**CARRIED**

**7. Reporting Out From In-Camera Meeting**

Additional Teaching Staff Assignments – Cherry Hill, Deroche and Dewdney Elementary Schools

**MOTION (SC/TL)**

**THAT the Board of Education approves the following recommendations from the 2015/2016 Budget Committee effective January 1, 2016 to hire additional teaching staff:**

One (1) FTE teaching staff – Psychologist

One (1) FTE teaching staff – Elementary Counselor

0.4 FTE teaching staff – Support Teacher – Deroche Elementary

0.4 FTE teaching staff – Support Teacher – Dewdney Elementary

0.2 FTE teaching staff – Support Teacher – Cherry Hill Elementary

**CARRIED**

**AMENDED MOTION (JT/SC)**

**THAT the first line, “One (1) FTE Teaching Staff – Psychologist”, be struck and deferred to the January 5, 2016 Business Committee meeting.**

**DEFEATED (In Favour: Trustees Carter and Taylor)**

Administrative Assignment – Aboriginal Education

The Board Chairperson announced the appointment of Joe Heslip to the position of Acting District Principal - Aboriginal Education effective February 1, 2016.

## 8. Education Committee

Trustee Loffler reported on the December 1, 2015, Education Committee meeting:

- Mission International Cultural Association - student exchange with Japan at Spring Break;
- Mission Secondary School's nomination for a US\$25K award in recognition of work done within the professional learning community – MSS is the only high school in Canada to be nominated. The Board thanked all the staff for their diligent efforts;
- Policies;
- Curriculum and My Education BC updates;
- Discussion regarding possible student representation at the Education Committee; and
- A report was provided by the District Parent Advisory Council

### **MOTION (SC/RC)**

**THAT the Board of Education received the Education Committee Report for information.  
CARRIED**

#### Policy #36: Guide Dogs and Service Dogs Approved Use

### **MOTION (RC/SC)**

**THAT the Board of Education approve the proposed Policy #36, *Guide Dogs and Service Dogs Approved Use*, for adoption and implementation.  
CARRIED**

#### Policy #37: Medical Therapy Dogs

### **MOTION (RC/SC)**

**THAT the Board of Education approve the proposed Policy #37, *Medical Therapy Dogs*, for adoption and implementation.  
CARRIED**

#### Policy #38: Substance or Drug/Alcohol Use/Abuse

### **MOTION (RC/SC)**

**THAT the Board of Education approve the proposed Policy #38, *Substance or Drug/Alcohol Use/Abuse*, for adoption and implementation.  
CARRIED**

#### Curriculum Update

The Director of Instruction, Curriculum/Assessment, Larry Jepsen, provided an update on the collaboration with the Mission Teachers' Union. Two NID dates have been agreed to: *February 22* and *May 2, 2016*. The team is seeking teaching assistance with organizing and planning the two NID days ensuring every school is represented on the planning team in addition to specialized teachers and TTOCs. There will be an information session in January.

#### My Education BC Update

The Assistant Superintendent, Randy Huth, provided an update on behalf of Principal, Melinda Dempster. Acknowledgements were made to staff for their diligent efforts. Acknowledgements were also made to Melinda for her leadership.

# Minutes



## District Parent Advisory Council Update

A report was provided with the Agenda.

### **MOTION (SC/JT)**

**THAT the Board of Education receive the District Parent Advisory Council Report for information.  
CARRIED**

## **9. Business Committee**

Trustee Carter reported on the December 1, 2015 Business Committee meeting: SOFI, three Routine Capital Bylaws and a Riverside College update.

### **MOTION (JT/RC)**

**THAT the Board of Education receive the Business Committee report for information.  
CARRIED**

## 2014-2015 Statement of Financial Information ("SOFI") Report

### **MOTION (TL/RC)**

**THAT the Board of Education approve the *Financial Information Act* (the "Act") Statement of employee earnings and expense reimbursements; Trustee remuneration and expense reimbursements, severance payments; and payments to suppliers and vendors as per the stated requirements of the Act for the period of 2014-2015; and**

**THAT the said Statement be submitted to the Ministry of Education.**

**CARRIED**

## Routine Capital Project Bylaw No. 126981 (Silverdale Elementary – Replacement of boiler plant, domestic hot water system and three roof top units)

### **MOTION (TL/JT)**

**THAT the Board of Education approve that the required three (3) readings for Routine Capital Project Bylaw No. 126981 (Silverdale Elementary – Replacement of boiler plant, domestic hot water system and three roof top units) be carried out at one meeting of the Board.**

**CARRIED**

### **MOTION (RC/SC)**

**THAT the Board of Education give first reading of the Routine Capital Project Bylaw No. 126981 (Silverdale Elementary – Replacement of boiler plant, domestic hot water system and three roof top units) as presented. The Board will adhere to Ministry requirements as set out in the Bylaw. The maximum expenditure of the Capital Project Bylaw is \$210,000.**

**CARRIED**

### **MOTION (TL/SC)**

**THAT the Board of Education give second reading of the Routine Capital Project Bylaw No. 126981 (Silverdale Elementary – Replacement of boiler plant, domestic hot water system and three roof top units) as presented. The Board will adhere to Ministry requirements as set out in the Bylaw. The maximum expenditure of the Capital Project Bylaw is \$210,000.**

**CARRIED**

# Minutes



**MOTION (SC/TL)**

THAT the Board of Education give third and final reading of the Routine Capital Project Bylaw No. 126981 (Silverdale Elementary – Replacement of boiler plant, domestic hot water system and three roof top units) as presented and adopted. The Board will adhere to Ministry requirements as set out in the Bylaw. The maximum expenditure of the Capital Project Bylaw is \$210,000.

**CARRIED**

Routine Capital Project Bylaw No. 126982 (Hatzic and Heritage Park Middle Schools – Heating, Ventilation and Air Conditioning System Upgrades)

**MOTION (TL/SC)**

THAT the Board of Education approve that the required three (3) readings for Routine Capital Project Bylaw No. 126982 (Hatzic and Heritage Park Middle Schools – Heating, Ventilation and Air Conditioning System Upgrades) be carried out at one meeting of the Board.

**CARRIED**

**MOTION (RC/SC)**

THAT the Board of Education give first reading of the Routine Capital Project Bylaw No. 126982 (Hatzic and Heritage Park Middle Schools – Heating, Ventilation and Air Conditioning System Upgrades) as presented. The Board will adhere to Ministry requirements as set out in the Bylaw. The maximum expenditure of the Capital Project Bylaw is \$433,600.

**CARRIED**

**MOTION (SC/TL)**

THAT the Board of Education give second reading of the Routine Capital Project Bylaw No. 126982 (Hatzic and Heritage Park Middle Schools – Heating, Ventilation and Air Conditioning System Upgrades) as presented. The Board will adhere to Ministry requirements as set out in the Bylaw. The maximum expenditure of the Capital Project Bylaw is \$433,600.

**CARRIED**

**MOTION (SC/RC)**

THAT the Board of Education give third and final reading of the Capital Project Bylaw No. 126982 (Hatzic and Heritage Park Middle Schools – Heating, Ventilation and Air Conditioning System Upgrades) as presented and adopted. The Board will adhere to Ministry requirements as set out in the Bylaw. The maximum expenditure of the Capital Project Bylaw is \$433,600.

**CARRIED**

Routine Capital Project Bylaw No. 127026 (Hatzic Middle School – Phase 1 – Pre-purchase of Boilers, Racking and Heating Water Distribution Pumps)

**MOTION (SC/TL)**

THAT the Board of Education approve that the required three (3) readings for Routine Capital Project Bylaw No. 127026 (Hatzic Middle School – Phase 1 – Pre-purchase of Boilers, Racking and Heating Water Distribution Pumps) be carried out at one meeting of the Board.

**CARRIED**

**MOTION (SC/RC)**

THAT the Board of Education give first reading of the Routine Capital Project Bylaw No. 127026 (Hatzic Middle School – Phase 1 – Pre-purchase of Boilers, Racking and Heating Water Distribution Pumps) as presented. The Board will adhere to Ministry requirements as set out in the Bylaw. The maximum expenditure of the Capital Project Bylaw is \$330,000.

**CARRIED**

**MOTION (RC/TL)**

THAT the Board of Education give second reading of the Routine Capital Project Bylaw No. 127026 (Hatzic Middle School – Phase 1 – Pre-purchase of Boilers, Racking and Heating Water Distribution Pumps) as presented. The Board will adhere to Ministry requirements as set out in the Bylaw. The maximum expenditure of the Capital Project Bylaw is \$330,000.

**CARRIED**

**MOTION (SC/RC)**

THAT the Board of Education give third and final reading of the Capital Project Bylaw No. 127026 (Hatzic Middle School – Phase 1 – Pre-purchase of Boilers, Racking and Heating Water Distribution Pumps) as presented and adopted. The Board will adhere to Ministry requirements as set out in the Bylaw. The maximum expenditure of the Capital Project Bylaw is \$330,000.

**CARRIED**

## 10. Committee/Trustee Reports

The Board Chair and Trustees reported on:

- District Parent Advisory Council meeting held at Riverside College;
- Siwal-Siwes luncheon;
- Fraserview luncheon – intergenerational connection;
- Employee feedback meetings;
- Basketball grade 5/6 season - thanked all volunteers;
- Rotary Carol Festival;
- BCSTA Trustee Academy;
- Successful Community Christmas Dinner;
- Pre-conference workshop on strategic planning;
- Aboriginal Education luncheon;
- Dewdney Elementary luncheon;
- Many Christmas Concerts;
- A brief Budget Committee report;
- Environmental club at MSS – on brink of being only school in the Province on protecting painted turtles putting Mission at the forefront of environmental education; and
- Recruitment of a new Superintendent - work in progress.

## 11. Question Period

*Questions asked must be related to items discussed on the Agenda and related to the Agenda. Personnel, land and legal issues will not be discussed.*

# Minutes



A question was asked regarding the SOFI Report and comparisons with remuneration and expenses from last year to this year. Answer: There have been no wage increases under directive of BCPSEA. Vacations cannot be carried over.

A question was asked regarding financial reporting projections - declining enrolment, reductions in staff and reinstating of positions. Asked the Board to review status.

A question was asked regarding Board Reports being 'brought to the meeting'. Answer: They are verbal reports.

A question was asked regarding boundary options. Answer: The matter will be brought to the January Agenda.

A question was asked regarding SOFI and where the information is derived from. Answer: Audited Financial Statements of the Board of Education.

A question was asked regarding the threshold of reporting (\$75K) and the accuracy. Answer: As of September 1, 2014, the max teacher salary rate is already over \$75K. The Secretary Treasurer will have to look back at what was actually reported and may involve the teachers' job action.

A question was asked how (Trustee) salaries are determined - Local or provincial. Answer: Every Board determines their stipend. Majority of Boards are 7 or 9 Trustees. Mission has a smaller Board with more work to be divided.

A question was asked regarding page 54 of the Agenda (page 27 of the budget) and the operating surplus and its currency. Answer: \$1,035,249.


A question was asked regarding the criteria used in hiring the acting Aboriginal Education District Principal. Answer: Recommendations are made by the Superintendent and brought to the Board of Education for approval.

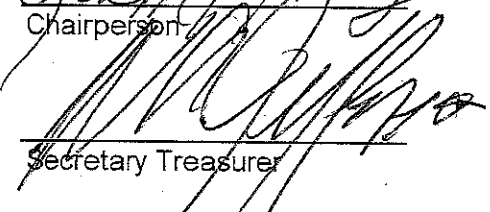
## 12. Adjournment

**MOTION (JT/SC)**

**THAT the meeting adjourn at 8:38 pm.**

**CARRIED**

  
Chairperson

  
Secretary Treasurer

