

Board of Education Meeting (open to the public)

Agenda



6:00 pm: Pre-Meeting Tour: Makerspace: A New Kind of Learning Experience – Principal, Rob Clark

Board of Education Meeting

February 21, 2017, 6:30 pm

Sildverdale Elementary School, 29715 Donatelli Avenue, Mission, BC

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
5. STAFF REPORTS Page
 - 5.1 2016/2017 Amended Budget Action 1
 - 5.2 2017/2018 Preliminary Budget Action 20
 - 5.3 Motion for the BC School Trustees' Association: Action 22
Amendments to the BC *School Act* –
 - 5.4 2017/2018 Distributed Learning and School District Calendars Action 23
 - 5.5 Reporting out from Closed Board Meeting Information
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 - 9.1 School District No. 42 (Maple Ridge-Pitt Meadows): Property Disposal
 - 9.2 Ministry of Education: Administrative Savings
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11. ANNOUNCEMENTS
12. QUESTION PERIOD
13. ADJOURNMENT

Board of Education Meeting (Regular) February 21, 2017



ITEM 5.1 Action

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: 2016/2017 Amended Annual Budget Bylaw

Recommendation:

THAT the following resolutions be approved:

THAT the required three (3) readings and adoption of School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2016/2017 be carried out in one meeting.

THAT School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2016/2017 be approved as read a first time.

THAT School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2016/2017 be approved as read a second time.

THAT School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2016/2017 be approved as read a third time and finally adopted.

Summary:

The 2016/2017 Annual Budget was approved in June 2016. It was based on information that was available at that time. With the increases to student enrolment in September, the School District is able to submit an Amended Budget that reflects the funding increase and changes to expense budgets. Staff prepared a revised budget that included adjustments needed to address the increased enrolment and issues like cost increases for utilities. Recommendations for using the balance of the funds were considered at Committee of the Whole (COTW) meetings. The recommendations from the COTW are included in the Budget Bylaw that is presented for consideration and approval.

Background:

The 2016-2017 Amended Annual Budget Bylaw is based on actual enrolments. The 2016-2017 preliminary budget presented in June 2016 was based on projected enrolments. The 2016/2017 Preliminary Budget was approved in June 2016. The 2016/2017 Amended Budget must be approved prior to February 28, 2017. The attached budget bylaw includes the changes to the Preliminary Budget considering the actual student enrolment and required changes in the classrooms, as well as changes to support services and other expenses that were reviewed by the Committee of the Whole on January 31 and February 14. The follow page provides a summary of the Amended Budget, and a listing of the major other changes considering the needs of the organization.

In accordance with the requirements of the School Act, before it is passed, a Bylaw of the Board of Education ("Board") must be given three (3) distinct readings. The Board may 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 readings at that meeting.

A reading of a Bylaw may, 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, must consist of a description of the Bylaw by (a) its title, and (b) a summary of its 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 each member has a printed copy of the Amended Annual Budget Bylaw 2016-2017. Printed copies will be made available to the public at the regular meeting of the Board on February 21st.

Operating Budget Summary	Amended	Preliminary	Change
Revenue			
Total Grants	56,617,351	55,755,281	862,070
Tuition	2,060,500	1,780,000	280,500
Other Revenue	<u>704,896</u>	<u>715,732</u>	<u>(10,836)</u>
Total Revenue (Schedule 2A)	59,382,747	58,251,013	1,131,734
Operating Expenses			
Salaries and Benefits	52,745,664	52,561,809	183,855
Services and Supplies	<u>5,708,058</u>	<u>5,054,204</u>	<u>653,854</u>
Operating Expenses (Schedule 2B)	58,453,722	57,616,013	837,709
Capital Assets purchased (Schedule 2)	<u>1,503,847</u>	<u>635,000</u>	<u>868,847</u>
Total Expense	59,957,569	58,251,013	1,706,556
Net Expense funded from surplus	<u>574,822</u>	<u>0</u>	<u>574,822</u>

Expense Change Summary	Operating	Capital	Total
Counsellor	\$ 30,400		\$ 30,400
Labourer	22,000		22,000
IT Manager	25,000		25,000
Occupational Health and Safety Program	37,500		37,500
Facilities Plan – Solar Energy	10,000		10,000
School Maintenance & Improvements	75,000	\$ 100,000	175,000
Facilities Equipment		140,000	140,000
Grounds Equipment		25,000	25,000
Portables		300,000	300,000
Ferndale Facilities Move		225,000	225,000
Information Technology Improvements		128,226	128,226
Total discretionary amendments	\$ 199,900	\$ 918,226	\$ 1,118,126
Other operating amendments	<u>637,809</u>	<u>(49,379)</u>	<u>588,429</u>
Total Expense Amendments	<u>\$ 837,709</u>	<u>\$ 868,847</u>	<u>\$ 1,706,555</u>

Note: Other operating amendments includes additional teachers, supports, and services due to enrolment changes and additional classrooms; cost increases; an adjustment to the contingency fund for capital upgrades; and reallocating expenses from capital to operating.

Options:

1. The amended budget could be approved as presented.
2. Additional amendments could be made. Depending on what was amended, the bylaw would need to be referred to staff to make the amendments, and then the Amended Bylaw would be returned to the Board for approval at a special meeting. The bylaws must be approved before February 28, 2017.

Analysis and Impact:

The Committee of the Whole meeting reviewed the proposed revisions to the budget on January 31, 2017 and February 14, 2017, considering feedback and comments from partner groups that attending the meetings. The review made one amendment and the COTW directed that the Bylaw be presented to the Board for consideration.

Strategic Priority:

The Budget Bylaw assists in meeting the Boards objectives regarding economic sustainability in that the budget is balanced. It also begins to address a plan for technology, by putting additional resources into addressing the technology deficiencies.

Policy, Regulation, Legislation:

The Province regulates the preparation of the Budget Bylaw, including the amended budget. As such, the Amended Budget Bylaw is presented in the format required by the Ministry.

Public Participation:

The recommendations for the Amended Budget were reviewed at the Committee of the Whole with staff and the partner organizations. The recommendations were also reviewed with the exempt management group, including the school Principals. The amended budget does not usually involve a full public participation process as it is a revision to the Annual Budget. The Annual Budget undergoes significantly more participation in the development of the budget.

Attachments:

- A. School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2016/2017

Implementation

1. Provide a copy of the Bylaw to the Ministry
2. Update budget information in the general ledger
3. Review the amendments with managers and principals and implement the changes

Amended Annual Budget

School District No. 75 (Mission)

June 30, 2017

School District No. 75 (Mission)

June 30, 2017

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 75 (MISSION) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2016/2017 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 75 (Mission) Amended Annual Budget Bylaw for fiscal year 2016/2017.
3. The attached Statement 2 showing the estimated revenue and expense for the 2016/2017 fiscal year and the total budget bylaw amount of \$67,616,005 for the 2016/2017 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2016/2017.

READ A FIRST TIME THE 21st DAY OF FEBRUARY, 2017;

READ A SECOND TIME THE 21st DAY OF FEBRUARY, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE 21st DAY OF FEBRUARY, 2017;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 75 (Mission) Amended Annual Budget Bylaw 2016/2017, adopted by the Board the 21st DAY OF FEBRUARY, 2017.

Secretary Treasurer

School District No. 75 (Mission)

Statement 2

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	6,037,375	5,998,000
Adult	14,625	8,000
Total Ministry Operating Grant Funded FTE's	6,052,000	6,006,000
Revenues	\$	\$
Provincial Grants		
Ministry of Education	58,593,485	57,777,290
Other	300,925	250,925
Tuition	2,060,500	1,780,000
Other Revenue	2,072,177	2,133,013
Rentals and Leases	215,000	135,000
Investment Income	110,000	100,000
Amortization of Deferred Capital Revenue	2,739,587	2,720,703
Total Revenue	66,091,674	64,896,931
Expenses		
Instruction	52,017,021	51,736,019
District Administration	2,461,011	2,291,866
Operations and Maintenance	10,592,412	10,117,474
Transportation and Housing	1,041,714	1,007,299
Total Expense	66,112,158	65,152,658
Net Revenue (Expense)	(20,484)	(255,727)
Budgeted Allocation (Retirement) of Surplus (Deficit)	574,822	
Budgeted Surplus (Deficit), for the year	554,338	(255,727)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	554,338	(255,727)
Budgeted Surplus (Deficit), for the year	554,338	(255,727)

School District No. 75 (Mission)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	58,453,722	57,616,013
Operating - Tangible Capital Assets Purchased	1,503,847	635,000
Special Purpose Funds - Total Expense	3,969,340	3,925,215
Capital Fund - Total Expense	3,689,096	3,611,430
Total Budget Bylaw Amount	67,616,005	65,787,658

Approved by the Board

Signature of the Chairperson of the Board of Education _____ Date Signed _____

Signature of the Superintendent _____ Date Signed _____

Signature of the Secretary Treasurer _____ Date Signed _____

School District No. 75 (Mission)

Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(20,484)</u>	<u>(255,727)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,503,847)	(635,000)
From Deferred Capital Revenue	<u>(2,445,326)</u>	<u>(1,995,139)</u>
Total Acquisition of Tangible Capital Assets	<u>(3,949,173)</u>	<u>(2,630,139)</u>
Amortization of Tangible Capital Assets	<u>3,689,096</u>	3,611,430
Total Effect of change in Tangible Capital Assets	<u>(260,077)</u>	<u>981,291</u>
Acquisitions of Prepaid Expenses	(200,000)	(200,000)
Use of Prepaid Expenses	<u>126,052</u>	<u>200,000</u>
	<u>(73,948)</u>	-
(Increase) Decrease in Net Financial Assets (Debt)	<u>(354,509)</u>	<u>725,564</u>

School District No. 75 (Mission)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2017

	Operating Fund	Special Purpose Fund	Capital Fund	2017 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	1,526,408		27,888,945	29,415,353
Changes for the year				
Net Revenue (Expense) for the year	929,025		(949,509)	(20,484)
Interfund Transfers				
Tangible Capital Assets Purchased	(1,503,847)		1,503,847	-
Net Changes for the year	(574,822)	-	554,338	(20,484)
Budgeted Accumulated Surplus (Deficit), end of year	951,586	-	28,443,283	29,394,869

School District No. 75 (Mission)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	56,366,426	55,554,356
Other	250,925	200,925
Tuition	2,060,500	1,780,000
Other Revenue	379,896	480,732
Rentals and Leases	215,000	135,000
Investment Income	110,000	100,000
Total Revenue	59,382,747	58,251,013
Expenses		
Instruction	48,354,785	48,117,908
District Administration	2,424,659	2,255,514
Operations and Maintenance	6,632,564	6,235,292
Transportation and Housing	1,041,714	1,007,299
Total Expense	58,453,722	57,616,013
Net Revenue (Expense)	929,025	635,000
Budgeted Prior Year Surplus Appropriation	574,822	
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(1,503,847)	(635,000)
Total Net Transfers	(1,503,847)	(635,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 75 (Mission)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	55,266,975	54,919,187
INAC/LEA Recovery	(156,896)	(154,732)
Other Ministry of Education Grants		
Pay Equity	725,901	725,901
Transportation Supplemental	188,900	
Return of Administrative Savings	280,146	
Carbon Tax Rebate	50,000	50,000
FSA	11,400	14,000
Total Provincial Grants - Ministry of Education	56,366,426	55,554,356
Provincial Grants - Other	250,925	200,925
Tuition		
Continuing Education	230,500	230,000
International and Out of Province Students	1,830,000	1,550,000
Total Tuition	2,060,500	1,780,000
Other Revenues		
LEA/Direct Funding from First Nations	156,896	154,732
Miscellaneous		
Pay for Service - Riverside	35,000	40,000
District of Mission - Clark Theatre	110,000	110,000
Transportation Fees		116,000
Other	78,000	60,000
Total Other Revenue	379,896	480,732
Rentals and Leases	215,000	135,000
Investment Income	110,000	100,000
Total Operating Revenue	59,382,747	58,251,013

School District No. 75 (Mission)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Source
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Salaries		
Teachers	23,805,500	23,943,900
Principals and Vice Principals	3,377,983	3,017,000
Educational Assistants	5,232,000	5,161,200
Support Staff	6,039,020	6,040,590
Other Professionals	1,659,010	1,730,313
Substitutes	1,996,300	1,989,635
Total Salaries	42,109,813	41,882,638
Employee Benefits	10,635,851	10,679,171
Total Salaries and Benefits	52,745,664	52,561,809
Services and Supplies		
Services	1,750,768	1,448,068
Student Transportation	22,500	17,350
Professional Development and Travel	402,100	382,500
Rentals and Leases	1,000	3,350
Dues and Fees	89,800	86,150
Insurance	184,000	191,000
Supplies	2,069,158	1,772,054
Utilities	1,188,732	1,153,732
Total Services and Supplies	5,708,058	5,054,204
Total Operating Expense	58,453,722	57,616,013

School District No. 75 (Mission)

Amended Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2017

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	18,656,900	663,900	46,400	350,600		1,619,100	21,336,900
1.03 Career Programs	512,500		28,400	229,900		4,400	775,200
1.07 Library Services	971,500						971,500
1.08 Counselling	922,300						922,300
1.10 Special Education	2,511,000	116,079	4,293,000	361,520	68,100	180,800	7,530,499
1.30 English Language Learning	150,200		238,200				388,400
1.31 Aboriginal Education	81,100	100,653	626,000	32,100		20,756	860,609
1.41 School Administration		2,400,781		1,135,300	73,200	71,200	3,680,481
1.62 International and Out of Province Students				87,100	127,900		215,000
1.64 Other				14,000	126,400		140,400
Total Function 1	23,805,500	3,281,413	5,232,000	2,210,520	395,600	1,896,256	36,821,289
4 District Administration							
4.11 Educational Administration		96,570		86,400	348,000		530,970
4.40 School District Governance					86,213		86,213
4.41 Business Administration				283,100	626,355	5,000	914,455
Total Function 4	-	96,570	-	369,500	1,060,568	5,000	1,531,638
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				45,700	130,042	3,000	178,742
5.50 Maintenance Operations				2,663,700		74,100	2,737,800
5.52 Maintenance of Grounds				195,800			195,800
5.56 Utilities							-
Total Function 5	-	-	-	2,905,200	130,042	77,100	3,112,342
7 Transportation and Housing							
7.41 Transportation and Housing Administration				29,100	72,800		101,900
7.70 Student Transportation				524,700		17,944	542,644
Total Function 7	-	-	-	553,800	72,800	17,944	644,544
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	23,805,500	3,377,983	5,232,000	6,039,020	1,659,010	1,996,300	42,109,813

School District No. 75 (Mission)

Amended Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2017

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	21,336,900	5,247,950	26,584,850	1,042,953	27,627,803	28,433,953
1.03 Career Programs	775,200	200,030	975,230	148,670	1,123,900	1,346,470
1.07 Library Services	971,500	242,900	1,214,400		1,214,400	1,133,220
1.08 Counselling	922,300	230,590	1,152,890	5,500	1,158,390	946,430
1.10 Special Education	7,530,499	1,975,770	9,506,269	124,400	9,630,669	8,937,560
1.30 English Language Learning	388,400	100,950	489,350	23,000	512,350	459,710
1.31 Aboriginal Education	860,609	219,440	1,080,049	225,703	1,305,752	1,236,825
1.41 School Administration	3,680,481	916,100	4,596,581	284,200	4,880,781	4,747,750
1.62 International and Out of Province Students	215,000	53,900	268,900	444,000	712,900	690,960
1.64 Other	140,400	22,240	162,640	25,200	187,840	185,030
Total Function 1	36,821,289	9,209,870	46,031,159	2,323,626	48,354,785	48,117,908
4 District Administration						
4.11 Educational Administration	530,970	144,100	675,070	135,500	810,570	663,290
4.40 School District Governance	86,213	20,691	106,904	60,500	167,404	167,704
4.41 Business Administration	914,455	231,630	1,146,085	300,600	1,446,685	1,424,520
Total Function 4	1,531,638	396,421	1,928,059	496,600	2,424,659	2,255,514
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	178,742	43,410	222,152	197,600	419,752	277,750
5.50 Maintenance Operations	2,737,800	759,680	3,497,480	1,160,800	4,658,280	4,487,010
5.52 Maintenance of Grounds	195,800	54,500	250,300	115,500	365,800	316,800
5.56 Utilities	-	-	-	1,188,732	1,188,732	1,153,732
Total Function 5	3,112,342	857,590	3,969,932	2,662,632	6,632,564	6,235,292
7 Transportation and Housing						
7.41 Transportation and Housing Administration	101,900	25,170	127,070	6,200	133,270	131,220
7.70 Student Transportation	542,644	146,800	689,444	219,000	908,444	876,079
Total Function 7	644,544	171,970	816,514	225,200	1,041,714	1,007,299
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	42,109,813	10,635,851	52,745,664	5,708,058	58,453,722	57,616,013

School District No. 75 (Mission)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2017

	<u>2017 Amended Annual Budget</u>	<u>2017 Annual Budget</u>
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	2,227,059	2,222,934
Other	50,000	50,000
Other Revenue	1,692,281	1,652,281
Total Revenue	<u>3,969,340</u>	<u>3,925,215</u>
Expenses		
Instruction	3,662,236	3,618,111
District Administration	36,352	36,352
Operations and Maintenance	270,752	270,752
Total Expense	<u>3,969,340</u>	<u>3,925,215</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 75 (Mission)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2017

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	Service Delivery Transformation	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year			21,330	102,211	36,352	587,586		33,335	4,744
Add: Restricted Grants									
Provincial Grants - Ministry of Education	270,752	1,120,568	3,000				160,000	32,000	97,953
Other				50,000		1,600,000			
	270,752	1,120,568	3,000	50,000	-	1,600,000	160,000	32,000	97,953
Less: Allocated to Revenue	270,752	1,120,568	24,330	80,000	36,352	1,600,000	160,000	65,335	102,697
Deferred Revenue, end of year	-	-	-	72,211	-	587,586	-	-	-
Revenues									
Provincial Grants - Ministry of Education	270,752	1,120,568	24,330		36,352		160,000	65,335	102,697
Provincial Grants - Other				80,000		1,600,000			
Other Revenue									
	270,752	1,120,568	24,330	80,000	36,352	1,600,000	160,000	65,335	102,697
Expenses									
Salaries									
Teachers		717,200						12,000	
Principals and Vice Principals									37,200
Educational Assistants		177,000					99,000		
Support Staff	60,919								
	60,919	894,200	-	-	-	-	99,000	12,000	37,200
Employee Benefits	20,306	226,368					26,500	3,000	8,930
Services and Supplies	189,527		24,330	80,000	36,352	1,600,000	34,500	50,335	56,567
	270,752	1,120,568	24,330	80,000	36,352	1,600,000	160,000	65,335	102,697
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 75 (Mission)

Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2017

	CommunityLINK	Coding and Curriculum Implementation	BEST	Riverside	District Literacy	TOTAL
	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year			20,000	50,000	12,281	867,839
Add: Restricted Grants						
Provincial Grants - Ministry of Education	383,207	63,818				2,131,298
Other						1,650,000
	383,207	63,818	-	-	-	3,781,298
Less: Allocated to Revenue	383,207	63,818	-	50,000	12,281	3,969,340
Deferred Revenue, end of year	-	-	20,000	-	-	679,797
Revenues						
Provincial Grants - Ministry of Education	383,207	63,818				2,227,059
Provincial Grants - Other				50,000		50,000
Other Revenue					12,281	1,692,281
	383,207	63,818	-	50,000	12,281	3,969,340
Expenses						
Salaries						
Teachers						729,200
Principals and Vice Principals						37,200
Educational Assistants	232,200					508,200
Support Staff						60,919
	232,200	-	-	-	-	1,335,519
Employee Benefits	61,765					346,869
Services and Supplies	89,242	63,818		50,000	12,281	2,286,952
	383,207	63,818	-	50,000	12,281	3,969,340
Net Revenue (Expense)	-	-	-	-	-	-

School District No. 75 (Mission)

Amended Annual Budget - Capital Revenue and Expense
 Year Ended June 30, 2017

	2017 Amended Annual Budget			2017 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	2,739,587		2,739,587	2,720,703
Total Revenue	2,739,587	-	2,739,587	2,720,703
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	3,689,096		3,689,096	3,611,430
Total Expense	3,689,096	-	3,689,096	3,611,430
Net Revenue (Expense)	(949,509)	-	(949,509)	(890,727)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	1,503,847		1,503,847	635,000
Total Net Transfers	1,503,847	-	1,503,847	635,000
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	554,338	-	554,338	(255,727)

ITEM 5.2 Action

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: 2017/2018 Preliminary Budget

Recommendation:

THAT the following Board direction be considered with the preparation of the 2017/2018 Preliminary Budget:

- 1. That the process include formal student input.**
- 2. That the budget include a plan for Solar Arrays, including a plan for funding**
- 3. That the budget consider a program for hungry children: Deroche / Chehalis;**
- 4. That the budget consider the needs identified by the LGBTQ community;**
- 5. That the Budget reflect increased funding for teacher recruitment / qualifications assistance / building capacity to fill vacancies, and focus on attraction / retention;**
- 6. That a plan be developed to communicate with staff and public regarding the pending technology improvements plan.**

Rationale:

The 2017/2018 Preliminary Budget must be approved and submitted to the Ministry of Education by June 30, 2017. Enrolment projections for 2017/2018 were provided to the Ministry of Education on February 15, 2017, which will serve as the starting point for preliminary budget preparation. Management anticipates further changes to enrolment and classroom needs, as well as support services. In addition, the final outcome of the negotiations related to the recent Supreme Court of Canada decision will have a significant impact on the 2017/2018 budget. The outcome is expected to impact funding, staffing structure, classroom capacity, and other areas.

Direction from the board is requested concerning any priorities that should be considered at this time. The information included in this resolution was discussed at the Committee of the Whole meeting held February 14, 2017.

The revised tentative time line is presented for information. The 2017/2018 Annual Budget Bylaw must be submitted to the Ministry by June 30, 2017.

Attachment:

- A. Revised 2017/2018 Preliminary Budget Schedule

To: Board and Exempt Staff
 Date: February 21, 2017
 From: C. Becker, Secretary Treasurer
 Subject: Budget Timelines – 2017 / 2018 Preliminary Annual Budget

Detailed information and direction will be provided as the budget process progresses. The 2017/2018 budget document is to include preliminary projections for 2018/2019 and 2019/2020.

Date	Action	Responsible
February	Budget direction provided to <ol style="list-style-type: none"> 1. Initiate preliminary enrolment estimates for 2017/2018, 2018/2019, and 2019/2020. 2. identify operational priorities for each school and function – for the next three school years <ul style="list-style-type: none"> - Education - Facilities - Transportation - IT - HR - District 3. Initiate development of draft revenue and expenditure plan 	Principals Corien / Principals / Managers Derek
March	Finalize enrolment estimates for 2017/2018/, 2018/2019, 2019/2020.	Principals
March	Pull all budget data / information together	Derek / Corien
	Review school budget plans with each Principal Preliminary meetings with DPAC, MTU, CUPE, Students	Angus / Corien / Derek
	Prepare draft of budget documents	Corien / Derek
	Meet with all Principals and Managers to review consolidated plan. Determine final revisions. Develop summary for the board <ul style="list-style-type: none"> - Identify issues - Identify options 	Angus / Corien / Derek
April 4, April 18, May 9	COTW Meetings <ul style="list-style-type: none"> - Invite partner groups (MTU, CUPE, DPAC), the public - Provide information on website <i>The Board to direct staff considering the presentation and feedback</i>	Corien
May 23	Budget Bylaw – First two readings	Corien
June 20	Budget Bylaw – Adopted, copy sent to the Ministry	Corien

Board of Education Meeting (Regular) February 21, 2017



ITEM 5.3 Action

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: Motion for the BC School Trustees' Association - Amendments to the BC *School Act*

Recommendation

THAT the following resolution be submitted to the BC School Trustees' Association ("BCSTA"):
THAT the Provincial Government revise the British Columbia *School Act* to reflect that in the event a Board of Education or individual is removed or fired, that a By-Election will be held within six (6) months of the removal or termination.

Rationale

Trustee Cairns proposed the motion to the Committee of the Whole on February 14, 2017 with the following rationale: *To have Government appointees run a School District for extended periods of time or having a vacancy for extended periods undermines the democratic process citizens elect individuals and Board of Education to represent their community and concerns. To have the Government appointed Trustee do Government bidding is undemocratic in the most grievous manner.*

If approved, the Board members will support Trustee Carter in presenting the motion to the BC School Trustees' Association on their behalf.

Implementation:

Regular Board Meeting – February 21, 2017
Presentation to the BC School Trustees' Association

ITEM 5.4 Action

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: 2017/2018 School District Calendar
 2017/2018 School District Distributed Learning Calendar

The following recommendation will be presented to the Board at the February 21, 2017 Regular Board meeting:

Recommendation

THAT the proposed 2017/2018 School District Calendar be approved for submission to the Ministry of Education and implementation for the next school year; and

THAT the proposed 2017/2018 Distributed Learning Calendar be approved for submission to the Ministry of Education and implementation for the next school year.

Executive Summary

Section 87.01 (2) of the British Columbia *School Act* states: A Board must, in accordance with the regulations of the minister, prepare a school calendar for each school in its school district for each school calendar year.

Following Board approval, the attached 2017/2018 School Calendar will be submitted to the Ministry of Education pursuant to the BC *School Act*.

Attachments:

- A. 2017/2018 Local School District Calendar
- B. 2017/2018 Ministry School District Calendar
- C. 2017/2018 Ministry School District Distributed Learning Calendar

2017/2018 School District Calendar

Schools Opening Day for Students	Tuesday, September 5, 2017
Non Instructional Day	Friday, September 22, 2017
Thanksgiving	Monday, October 9, 2017
Provincial Professional Development Day	Friday, October 20, 2017
Curriculum Implementation Day	Monday, October 23, 2017
½ Day Assessment/Evaluation (PM only, Elementary, Middle, Secondary)	Friday, November 10, 2017
Remembrance Day	Saturday, November 11, 2017
Stat in Lieu of Remembrance Day	Monday, November 13, 2017
Parent/Student/Teacher Conferences (Elementary, Middle, Secondary)	Friday, November 24, 2017
Last Day before Winter Break	Friday, December 22, 2017
Schools Reopen	Monday, January 8, 2018
Family Day	Monday, February 12, 2018
Professional Development Day	Friday, February 23, 2018
½ Day Assessment/Evaluation (Elementary PM only)	Friday, March 2, 2018
Parent/Student/Teacher Conferences (Elementary only)	Friday, March 16, 2018
Spring Break	March 19 - 29, 2018
Good Friday/Easter Monday	Friday, March 30 / Monday, April 2, 2018
Stat in Lieu of Good Friday	Tuesday, April 3, 2018
Schools Reopen	Wednesday, April 4, 2018
½ Day Assessment/Evaluation (Middle, Secondary)	Friday, April 13, 2018
Parent/Student/Teacher Conferences (Middle, Secondary)	Friday, April 27, 2018
Non Instructional Day	Friday, May 18, 2018
Victoria Day	Monday, May 21, 2018
Last Day of School for Students (Elementary, Middle, Secondary)	Thursday, June 28, 2018
Administrative Day	Friday, June 29, 2018

SCHOOL CALENDAR FORM - GENERAL

For All School Types Except Distributed Learning Schools

Before completing this form, read the **School Calendar Form Completion Instructions**.

Please note, this Excel form includes six sheets along the bottom of the screen:

- (1) 'Calendar Information' - **REQUIRED**
- (2) 'District and School Information' - **REQUIRED**
- (3) '2017-18 Calendar' - **REQUIRED**
- (4) '2018-19 Calendar' - **OPTIONAL**
- (5) '2019-20 Calendar' - **OPTIONAL**
- (6) '2017-18 SAMPLE' - **DEMONSTRATION PURPOSES**

CALENDAR INFORMATION

District Contact Information:

Provide a contact person for this calendar submission.

Name:	<input type="text" value="Tracy Orobko"/>
Position:	<input type="text" value="Assistant to the Supt. of Schools, Secretary Treasurer, Board of Education"/>
Phone:	<input type="text" value="604.826.6286 Ext. 3703"/>
Email:	<input type="text" value="tracy.orobko@mpsd.ca"/>

Number of Days:

Provide a count of how many 'Days In Session' and 'Days of Instruction' will be provided each school year.

	Days In Session	Days of Instruction
2017-18	<input type="text" value="188"/>	<input type="text" value="182"/>
2018-19	<input type="text"/>	<input type="text"/>
2019-20	<input type="text"/>	<input type="text"/>

Number of Hours of Instruction:

Provide a count of how many 'Hours of Instruction' will be offered each school year (by grade level).

	K	1 to 7	8 to 12
2017-18	<input type="text" value="888.9"/>	<input type="text" value="888.9"/>	<input type="text" value="961.6"/>
2018-19	<input type="text"/>	<input type="text"/>	<input type="text"/>
2019-20	<input type="text"/>	<input type="text"/>	<input type="text"/>

For questions about this form, please call (250) 387-8037.
When complete, submit this form to educ.schoolcalendars@gov.bc.ca.

SCHOOL CALENDAR FORM - GENERAL

2017/2018 CALENDAR

JULY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
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SEPTEMBER						
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OCTOBER						
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29	30	31				

NOVEMBER						
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DECEMBER						
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24	25	26	27	28	29	30
31						

JANUARY						
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FEBRUARY						
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MARCH						
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APRIL						
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MAY						
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JUNE						
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■ Instructional
 ■ Non-Instructional
 ■ Vacation Period
 ■ Statutory Holiday



Ministry of Education

SCHOOL CALENDAR FORM - DISTRIBUTED LEARNING

For Distributed Learning Schools Only

Before completing this form, read the **School Calendar Form Completion Instructions**.

Please note, this Excel form includes six sheets along the bottom of the screen:

- (1) 'Calendar Information' - *REQUIRED*
- (2) 'District and School Information' - *REQUIRED*
- (3) '2017-18 Calendar' - *REQUIRED*
- (4) '2018-19 Calendar' - *OPTIONAL*
- (5) '2019-20 Calendar' - *OPTIONAL*
- (6) '2017-18 SAMPLE' - *DEMONSTRATION PURPOSES*

CALENDAR INFORMATION

District Contact Information:

Provide a contact person for this calendar submission.

Name:

Position:

Phone:

Email:

Number of Days:

Provide a count of how many 'Days In Session' will be provided each school year.

	Days In Session
2017-18	<input type="text" value="188"/>
2018-19	<input type="text" value="189"/>
2019-20	<input type="text" value="189"/>

For questions about this form, please call (250) 387-8037.
When complete, submit this form to educ.schoolcalendars@gov.bc.ca

SCHOOL CALENDAR FORM - DISTRIBUTED LEARNING

2017/2018 CALENDAR

JULY						
S	M	T	W	T	F	S
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AUGUST						
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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DECEMBER						
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31						

JANUARY						
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FEBRUARY						
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MARCH						
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APRIL						
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MAY						
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JUNE						
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■ Days Available for Instruction
 ■ Other Days in session
 ■ Vacation Period
 ■ Statutory Holiday



Ministry of Education

Board of Education Meeting

January 24, 2017 6:30 pm

École Heritage Park Middle School – Clarke Theatre, 33700 Prentis Avenue, Mission, BC

Members Present:

Chair Rick McKamey
Vice-Chair Tracy Loffler
Trustee Randy Cairns
Trustee Jim Taylor

Staff Present:

Superintendent Angus Wilson
Secretary Treasurer Corien Becker
Assistant Superintendent Larry Jepsen
Executive Assistant Tracy Orobko (Recorder)

1. Call to Order

The meeting was called to order at 6:30 pm by the Board Chairperson. The Chair acknowledged that Mission School District falls within the Sto:lo Traditional Territory and within our boundaries have four bands: Kwantlen, Matsqui, Leq:a'mel and Sq'èwlets (Scowlitz) First Nations.

2. Adoption of Agenda

Two additional items:

5.1 Revised handout

5.4 Reporting out from the January 24, 2017 Closed meeting

MOVED and seconded that the Agenda be approved as amended.

CARRIED

3. Delegations/Presentations

Business Education / Yearbook Student Presentation: Greg McNeill, Educator and Students.

The students provided a presentation on their fundraising and “giving back to community” initiatives including hot lunch, yearbook design/sales and the Thistle Stop school store. The students conveyed their responsibilities of running a store, handling money, and conducting stock orders. Skills gained include meeting and communicating with others; goal setting; developing team leadership; independence; implementing creativity; marketing skills. Partnerships have been forged with *Shawn Lane's DJ-ing*, *My House Youth Society* and *Fraser Valley Humane society*. Students have learned the importance of helping others.

4. Unfinished Business

5. Staff Reports

2017 Trustee Committee and Liaison Appointments

MOVED and seconded that the 2017 Trustee Committee and Liaison Appointments be approved as presented.

CARRIED

Catchment Areas, Cross-Boundary Applications, Schools of Choice and Programs of Choice Policy #300

The Secretary Treasurer introduced the policy and procedures attached to the Agenda. The most significant changes were to the procedures. Some schools are at capacity. Means some children may not be accepted. Policy assists with highlighting how we prioritize placement of students.

MOVED and seconded that the *Catchment Areas, Cross Boundary, Schools of Choice, and Programs of Choice* policy be approved.

CARRIED

School Closure Bylaws 2017-1 and 2017-2 Cade Barr and Nicomen Island Schools

The Secretary Treasurer clarified that when the School District submitted the actual disposal Bylaws, the Ministry indicated they had no original school closures on their files and asked the School District to pass two new ones as a formality.

THAT the following resolutions be approved:

Cade Barr School Closure – Bylaw 2017-1

MOVED and seconded that the required three (3) readings and adoption of School District No. 75 (Mission) Cade Barr School Closure Bylaw No. 2017-1 be carried out in one meeting.

CARRIED

MOVED and seconded School District No. 75 (Mission) Cade Barr School Closure Bylaw No. 2017-1 be approved as read a first time.

CARRIED

MOVED and seconded that School District No. 75 (Mission) Cade Barr School Closure Bylaw No. 2017-1 be approved as read a second time.

CARRIED

MOVED and seconded that School District No. 75 (Mission) Cade Barr School Closure Bylaw No. 2017-1 be approved as read a third time and finally adopted.

CARRIED

Nicomen Island School Closure – Bylaw 2017-2

MOVED and seconded that the required three (3) readings and adoption of School District No. 75 (Mission) Nicomen Island School Closure Bylaw No. 2017-2 be carried out in one meeting.

CARRIED

MOVED and seconded the School District No. 75 (Mission) Nicomen Island School Closure Bylaw No. 2017-2 be approved as read a first time.

CARRIED

MOVED and seconded that the School District No. 75 (Mission) Nicomen Island School Closure Bylaw No. 2017-2 be approved as read a second time.

CARRIED

MOVED and seconded the School District No. 75 (Mission) Nicomen Island School Closure Bylaw No. 2017-2 be approved as read a third time and finally adopted.

CARRIED

Reporting out from the Closed Meeting

The Superintendent reported on property matters and announced the following appointments:

- Appointments of G. Michaud: Acting Principal (CM); Shannon Greig: Acting Vice-Principal (CM), and Property matters were discussed;

- The Board directed staff to bring a revised Policy #430 to the February 7th Committee of the Whole; and
- Public announcement of the appointments: S. Sliziac: Vice-Principal (Hillside); A. Miller: Acting Vice-Principal (MSS), and L. Dickinson: Acting Vice-Principal (MSS).

6. New Business

Solar Photovoltaic Electrical Generation System

Trustee Cairns provided an amended motion to the original.

Trustee Taylor offered to withdraw his motion from the Agenda to which it was not permitted under Robert's Rules of Order as it formed the Agenda.

Original Motion:

MOVED and seconded that the purchase and installation of a solar photovoltaic electrical generation system be approved;

AND THAT the Board of Education directs the Secretary Treasurer to include in the budget, up to \$50,000 from the 2016/2017 amended Budget and/or the 2017/2018 budget.

Trustee Cairns provided and read an amended motion to the original:

MOVED and seconded that the purchase and installation of an initial solar photovoltaic electrical generation system be approved;

AND THAT the Board of Education direct the Secretary Treasurer to include a line in the budget from the 2016/2017 amended budget and/or the 2017/2018 budget.

Trustee Loffler requested the matter be postponed.

**MOVED THAT the Board postpone the original motion until the January 31, 2017, Committee of the Whole meeting as agreed upon at the January 10, 2017 committee of the whole meeting.
MOTION FAILED (opposed: Carter, Taylor, Cairns)**

Discussion ensued on process. This matter was discussed and agreed upon at the January 19th Committee of the Whole ("COTW") Meeting, with partner groups present, asking staff to bring back information and that it would be discussed at the January 31st COTW meeting. In order to respect the process from the January 10th it was proposed to see this come back to the January 31st meeting as planned.

The Secretary Treasurer reminded the Board of the discussion to where it was agreed at January 31st COTW meeting, staff would be bringing the amended budget for 2016/2017 year. It is the Secretary Treasurer's preference the Board considers this more fully during the budget process.

Comments included:

- Community partners wishing to assist with partnering and leveraging funds to go green;
- Some not convinced solar is a priority;
- At the COTW meeting, it was agreed to obtain more information.
- Financial vulnerability; and
- Other projects will be put at risk.

Trustee Carter proposed an amendment to the Trustee Cairns' amended motion:

AMENDED MOTION

MOVED and seconded that the Board of Education direct the Secretary Treasurer to include a line in the budget from the 2016/2017 amended budget, and/or the 2017/2018 budget, regarding a solar photovoltaic electrical generation system.

FAILED (In Favour: None)

Discussion ensued and points of order made.

MOVED and seconded that the purchase and installation of an initial solar photovoltaic electrical generation system be approved;

AND THAT the Board of Education direct the Secretary Treasurer to include a line in the budget from the 2016/2017 amended budget and/or the 2017/2018 budget.

CARRIED (Opposed: Trustees Loffler and McKamey)

7. Minutes of Previous Meeting

MOVED and Seconded that the Board of Education meeting minutes of December 13, 2016, be approved as presented.

CARRIED

8. Information Items

District Parent Advisory Council Update

The written report was attached to the Agenda.

9. Correspondence

November 22, 2016: Ministry of Education – *Rural Education Strategy*;
November 25, 2016: T. Rezansoff, BCSTA – *Letter to M. deJong*;
November 30, 2016: SD #81 (Fort Nelson) – *Exempt Staff Compensation*;
December 1, 2016: SD #57 (Prince George) – *Rural Education Strategy*;
December 5, 2016: SD #61 (Greater Victoria) – *BC Teachers' Federation*;
December 8, 2016: SD #72 (Campbell River) – *Special Education Funding*;
December 16, 2016: SD #28 (Quesnel) – *2017 Budget*;
December 16, 2016: SD #19 (Revelstoke) – *Funding Matters*;
December 19, 2016: SD #27 (Cariboo-Chilcotin) – *Funding / Budget 2017*;
December 30, 2016: Ministry of Education – *Local Government Election*;
December 30, 2016: BCSTA – *Input to Rural Education Review Process*;
January 3, 2017: Ministry of Education – *Rural Education Enhancement Fund ("REEF")*;
January 4, 2017: Ministry of Education – *Rural Education Review/financial Health Working Group*;
January 5, 2017: Ministry of Education – *News Release: Provincial Support of \$50 Million*;
January 5, 2017: SD #5 (Southeast Kootenay) – *Rural Education Review Process*;
January 9, 2017: BC Confederation of parent Advisory Councils: *Resignation of John Bird*;
January 11, 2017: Ministry of Education – *Rural Education Regional Meeting Invitation Letter*;
January 11, 2017: Ministry of Education – *Priority Measures*.

10. Committee Minutes/Liaison Reports

Trustees Reported:

- Dewdney School – Environmental project;
- Vice-Principal interviews;
- BCSTA Elections Committee Report by Trustee Carter;
- Reconciliation Pole Raising – UBC;
- DPAC meeting;
- Siwal Si'wes at Leq;a'mel First Nations luncheon;
- Chamber of Commerce luncheon – BC CEO Chamber: Focus is Truth and Reconciliation;
- Cyndie Anderson – Crisis Intervention Workshop;
- Farewell assembly at Albert McMahon for outgoing Principal D. Cyr.

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.

A question was asked regarding the Cade Barr School Closure Bylaw and the date of closure. Staff confirmed the dates have been pulled from files and notes; the Ministry simply requires a Bylaw at this time to coincide with the already submitted Disposal of Property Bylaw.

A question was asked regarding budget line items and the move of the Facilities Department to Ferndale. Staff suspects the conversation occurred at a business committee meeting of the Board.

A question was asked regarding microphones and Board meetings. Staff responded it would have to take into consideration the locations, environments, and ease of access to equipment.

A question was asked and clarification provided regarding the appointment of L. Dickenson as Acting Vice-Principal at MSS. Staff confirmed the District is posting for another counselor position.

12. Adjournment

MOVED and seconded that the meeting adjourn at 8:07 pm.

CARRIED

Chairperson

Secretary Treasurer

Board of Education Meeting (Regular)

February 21, 2017



ITEM 8.1 **Action**

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: District Parent Advisory Council ("DPAC")

Attachment:

A. Minutes of Meeting: January 23, 2017

DPAC Meeting, January 23rd 2017
Location: École Christine Morrison Elementary

Meeting commenced at 7:03 PM

Introduction by Ghislain Michaud, Vice Principal of Christine Morrison

Attendees Present: (see far bottom)

Regrets: Laura Wilson; Ann Tifford; Sheneal Anthony

Correspondence: BC Teacher Magazine, Enrolment Summary, Agenda for School Board Meeting

Adoption of Minutes: Lori motioned; Dionne seconded; Vote: Unanimous approval.

Adoption of Agenda: Clare motioned; Meg seconded; Vote: Unanimous Approval

Superintendent's Report

- △ Began new structure; "Committee of the Whole" which meets 1—2x a month
 - △ Reflects business + Education committee with a more general discussion of the board to the public.
 - △ Still figuring out what fits into the Committee.
- △ Met with Facilities Director to discuss long range planning; where we can expand, replace and add on.
- △ Mission Secondary is really full but well-maintained. Angus is still submitting MSS to be looked at for expansion/ replacement. Discussion about adding an elementary school in the Ferndale/Riverside College area since they are exhibiting lots of growth.
- △ Vice Principals
 - △ Hired 1 for Hillside Traditional Academy: Shane Sliziak, former Principal from a K-10 school in Alexis Creek; also previously taught in Korea.
 - △ Hired 2 VP at MSS: Local Candidate Linda Dickinson; Currently a counsellor → will continue to act as a Japanese Teacher as well as VP for the balance of the year. Replacement for counselling position being discussed. Airdrie Miller → Teacher from Vancouver with a background in Student Services, Science and Math
- △ Court case : Teachers & Gov't, there was a stop-gap / goodwill gesture of 50million dollars given to the school boards; Mission received \$560,000; Both Union + District asked schools for their needs – for now they need help in the classrooms – not more classrooms, (which would be disruptive to implement mid-year.)
 - △ The money has been used to hire 12 FTE positions: 2 counsellors (always needed), 10 split between all the schools, based on need (Social scenarios index of the school, small schools may get someone because their classrooms are more congested.); Both Middle schools got 1 FTE, MSS got 2 FTE, elementary schools got between 0.2 and 0.6 FTE each
 - △ Working aggressively to get more teachers into the system, including TOCs.
 - △ 40 resumes obtained from student teachers at UBC that either live in Mission and Abbotsford or are from Mission originally; 5 First Nations teachers submitted resumes; Many held multiple specialties: English counselling, kindergarten, tech, woodworking, metal work etc.; Some foreign teachers are upgrading to be able to teach in BC.; Looking at going back to talk to student teachers about what to do to build a resume and keeping your job as well as listing the benefits of District 75
 - △ Questions for Angus:
 - △ Lori: Are teachers helping teachers getting hired (interviewing, etc)?
 - △ Angus:
 - △ Teachers discuss what they need or want and he reviews them. No teachers actually hire other teachers.

- ⤴ Dionne: EA's are finding it hard to get jobs in SD75 and are being told to complete credentials through Riverside by taking a course that has nothing to do with being an EA.
- ⤴ Angus:
 - ⤴ 1st: Sometimes applied training courses are inappropriate/lacking
 - ⤴ 2nd Sometimes applicants have bad references
 - ⤴ Says that Riverside is not necessary.
 - ⤴ Cannot use specific examples obviously, but that many people applying have 1 or 2 against them.
 - ⤴ If there are any questions or concerns regarding an applicant's denial to become an EA in the Mission district they need to email him.
 - ⤴ Remember that sometimes people who apply in September are put on a wait list until they are needed and are not revisited right away.

Chair's Report:

- ⤴ Jan 18th Event postponed for numerous reasons → Now on May 3rd

Treasurers Report:

- ⤴ Prospera has changed online banking, reports will be brief until next meeting.
- ⤴ Chequing \$2664.23; Gaming \$5074.08
- ⤴ We will still need to pay for the May 3rd Event and the cheque for the Clarke Theatre for November has not yet been cashed

Communications Report:

- ⤴ Clare will be contacting "What's On" magazine about putting the DPAC event in
- ⤴ Event is on Facebook page: please share events on FB Page and invite people through it
- ⤴ Karah will be providing posters for the event and emailing them to Clare, as well as bringing to next DPAC meeting to hand out
- ⤴ Draft policy for catchment
- ⤴ West Heights bursary was emailed out
- ⤴ There is a communications survey still up regarding curriculum in Abbey (link on FB page)

Committee of the Whole Report:

- ⤴ Liaisons for each school have been "sorted" – each School has a trustee (see attached)
- ⤴ Remember that these are the trustees for the entire district – even though a Liaison has been 'named' you can approach and discuss school issues or concerns with any one of the trustees.
- ⤴ Catchment was discussed; schools of choice, "order of getting in", etc.
- ⤴ Solar Rays discussion → aiming to have solar panels going on the roof of a school sometime in the summer or possibly next year
- ⤴ 30 lot proposed Subdivision by Albert McMahon – Secretary Treasurer provided input to the District

Ongoing Items

- ⤴ Parent Education: Event Moved to May 3rd, 2017 (see below)
- ⤴ Raymond Movie update: Computer is still rough
- ⤴ Talked to AC Films about getting an invoice – email Raymond for more information.

Draw winner: Meg Kruger

Meeting adjournment: 7:48 pm (Laura motioned; Dionne seconded)

Upcoming events:

School Board Meeting: 6:30 PM January 24th 2017 at Heritage Park Middle School
 Next DPAC Meeting: 7:00PM February 20, 2017 at Riverside College

Parent Education Event at the Clarke Theatre May 3rd, 2017 at 7:00PM “Calm, Alert & Learning: An Introduction to Self-Regulation Theory” with Speaker Paula Jurczak of the MEHRIT Centre.

Contact us at: DPAC@mpsd.ca Web site: dpac.mpsd.ca.

Executive:

Past President: Nikki Hawes

Chair: Cyndi Polovina dpac@mpsd.ca

Vice Chair: Trisha Hansen-Bell

Secretary: Karah McLean

Treasurer: Jessica Weismiller

Communications: Clare Seeley

Members at Large: Sheneal Anthony, Destiny Cunningham, Raymond Kwong

Attendance:

Hillside: Cyndi Polovina, Jessica Weismiller; Windebank: Michelle Masse; Albert McMahon: Niki Rosche; Christine Morrison: Karen Thompson, Monica Nguyen, Meg Kruger; West Heights: Ilona Schmidt; Hatzic Middle School: Dionne Hairsine; Heritage Park: Karah McLean; Mission Secondary: Clare Seeley; Mission Central: Trisha Hansen-Bell; Silverdale: Deanna Zgrablic; Hatzic: Lori McComish; ESR: Raymond Kwong; Superintendent Angus Wilson, Trustee Randy Cairns, Trustee Shelley Carter

Board of Education Meeting (Regular) February 21, 2017



ITEM 9 Information

TO: Board of Education
FROM: Secretary Treasurer
SUBJECT: Correspondence

Attachments:

- 9.1 January 30, 2017: School District No. 42 (Maple Ridge-Pitt Meadows – *Property Disposal*);
- 9.2 February 3, 2017: Ministry of Education – *Administrative Savings Plan*.



January 30, 2017

School District No. 75 (Mission)
33046 Fourth Avenue
Mission, BC V2V 1S5

Dear Sir/Madam:

RE: POTENTIAL DISPOSAL OF ALOUETTE RIVER CAMPUS

The Board of Education of School District No. 42 (Maple Ridge - Pitt Meadows) has indicated its intent to potentially dispose of the above property. This site is not required for district educational purposes, either now or in the foreseeable future.

The School District is undertaking broad consultation both within the community and beyond. However, since your organization is an identified educational organization, School District No. 42 is specifically soliciting your comments on:

- a. the disposal of this property, and/or
- b. whether you have any interest in the acquisition of this property.

Please address any and all comments before **February 28, 2017** to the attention of:

Karen Yoxall
Executive Assistant to the Secretary Treasurer and Board of Education
School District No. 42 (Maple Ridge-Pitt Meadows)
22225 Brown Avenue
Maple Ridge, BC V2X 8N6

All comments will be summarized and presented to the Board. Following review of all appropriate comments, the Board may apply to the Minister of Education for disposal of this property.

Should the Board apply to the Minister and approval to proceed be given, then a public disposal process will be undertaken. Any agency who has expressed an interest in acquiring these properties will be notified of the process steps and timelines.

Thank you in advance for your consideration of this matter.

Yours truly,


Flavia Coughlan
Secretary Treasurer

Attachment

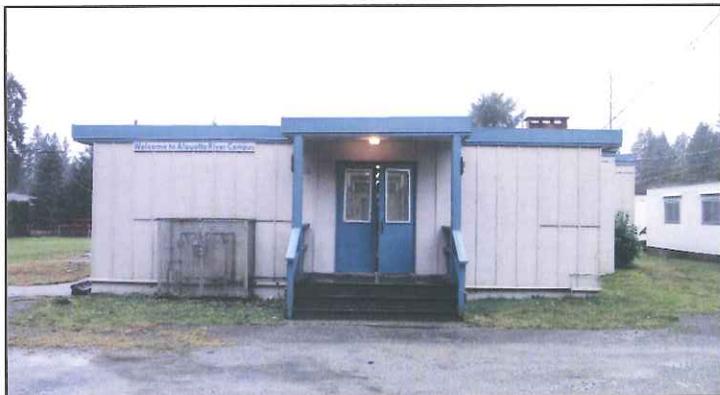
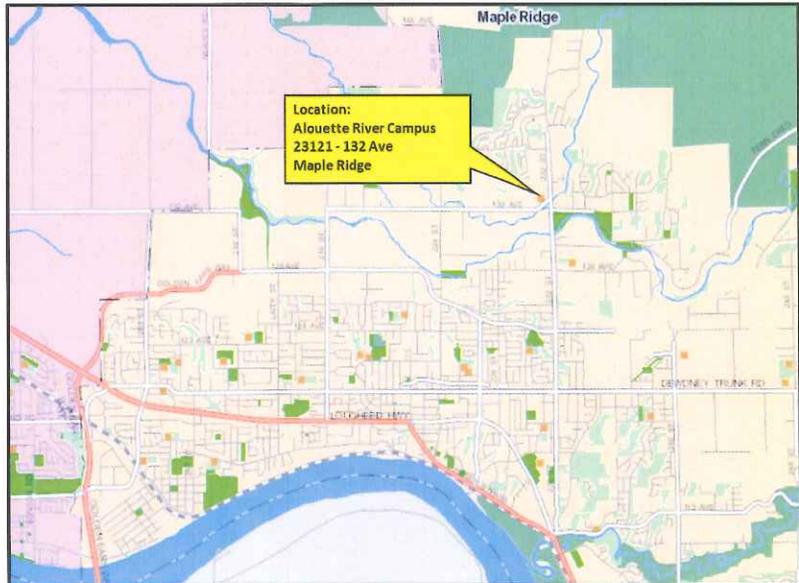
ALOUETTE RIVER CAMPUS

Approximate Area is 1.753 ha

Current zoning is P-1

OCP Land Use is CONSERV

There are multiple buildings on site –school building, four portable classrooms, one Quonset hut plus several smaller buildings





February 3, 2017

Ref: 192514

To Rick McKamey, SD75 Mission Board Chair
Re: Administrative Savings Recoveries

Dear Mr. McKamey,

As you know, in March this year the Government committed to redirecting \$25 million in administrative savings from school districts back into the school system. For your School District this means the return of \$280,146. I am pleased to now be able to announce that this will be accomplished by the elimination, or reduction, of your charges for the Next Generation Network (NGN), School Protection Plan Premium (SPP), School Protection Plan Property Premium (SPP-Property) and/or MyEdBC, as appropriate. The details for your district are attached and any revised charges will be implemented on January 31, 2017.

Please note that SPP premiums now include the premiums for EPLP. The EPLP premium amounts were communicated in a letter from Kim Abbott dated June 29, 2016.

In the New Year I will be having discussions with Treasury Board Staff and the Technical Review Committee about the process for the 2017/18 school year; I welcome any suggestions you may have.

Sincerely,

A handwritten signature in blue ink, appearing to be "G. Farkas".

George Farkas
Assistant Deputy Minister

Attachment: Administrative Savings Return

cc: Superintendent and Secretary Treasurer

School District 75: Mission

Administrative Savings	280,146
Less:	
NGN Charge	-267,479
Portion of SPP Premium*	-12,667
	<hr/>
	0
*Balance to be charged	80,903

Committee of the Whole Meeting
January 10, 2017 3:30 pm
District Education Office, 33046 – 4th Avenue, Mission, BC

Members Present:

Chair Rick McKamey
Vice-Chair Tracy Loffler
Trustee Randy Cairns
Trustee Shelley Carter

Staff Present:

Superintendent Angus Wilson
Secretary Treasurer Corien Becker
Assistant Superintendent Larry Jepsen
Executive Assistant Tracy Orobko (Recorder)

Participants:

Director of Student Services - Carolyn Schmor
District Principal, Ab. Education - Joe Heslip
DPAC - Destiny Cunningham
President, CUPE - George Forsythe,
President, MTU - Amber Chung
MTU – Jodie Amaya

Absent: Trustee Jim Taylor

Call to Order

The meeting was called to order at 3:33 pm by the Board Chairperson.

Adoption of Agenda

MOVED and seconded to adopt the Agenda as presented.

CARRIED

1. 2017 Trustee Committee and Liaison Appointments

The Board Chair provided a summary. Questions were asked regarding committee representation and Auditor General requirements. Financial reporting will be brought to the Board on a regular basis which will be open and transparent.

Discussion ensued regarding the University of the Fraser Valley.

It was agreed to switch the BCPSEA representation: Trustee Carter, first representative; Trustee McKamey, alternate.

Agreement reached to move forward the item to the January 24th Regular Board meeting.

2. Catchment Areas, Cross-Boundary, Schools of Choice, and Programs of Choice Policy

The Secretary Treasurer will email the revised policy together with administrative procedures prior to the issuance of the January 24th Regular Board meeting Agenda.

Questions were asked and clarification was provided regarding the COTW and administrative procedures: As governing body, the Board approves policy; staff administers administrative procedures.

If the Board is dissatisfied with an administrative procedure at a public Board meeting, then it can and will be brought back to a COTW meeting for further discussion. Discussion ensued on the policy approval / administrative procedures processes including partner group input.

3. Physical Restraint and Seclusion Policy – Status / Update

The Secretary Treasurer reported on the status to date. Both the policy and administrative procedure will be brought to the January 24th Regular Board meeting.

4. Solar Arrays Correspondence: MLA Simon Gibson

If the Board wishes to move ahead, the School District will have to move to an RFP process. At the January 31st COTW meeting, there is intent to bring the amended budget for review. If the Board believes this is high on the priority list, they will proceed. Discussion ensued on options and better insulating facilities. Discussion ensued on sustainability and staff ability.

A question was asked for staff's recommendation. The Secretary Treasurer will bring back information to the January 31st COTW for the budget deliberation process discussion.

5. District of Mission Development Application

The Secretary Treasurer has reviewed a subdivision application that may impact the School District. Due to bus requirements, there must be reassurances of adequate walking ability; municipality needs to provide safe routes to get to schools. The Secretary Treasurer wishes to ensure that development is consistent with what the OCP indicates. A recent OCP amendment included a residential development just east of City Hall. Students would have to walk 3.8 kms to Albert McMahon Elementary. Development activity is going to add pressure on enrolment. Changes resulting from the recent Supreme Court decision means added pressures already.

Discussion ensued around boundary reviews and facility use at Ferndale.

6. Ministry Community Meeting: January 17

Superintendent reported on the Ministry's visit to Abbotsford to talk about reporting and assessment.

7. Board/Authority Authorized Course: Self-Efficacy 10, 11, 12

Principal Kevin Watrin, and Educators, James Martyn and Sandra Norum provided handouts on the course that is in the development stages; provided an overview of the program to date:

- Self-regulate / Self-manage
- Encompasses psychology for students to build self-confidence
- Connecting with students
- Would like to offer the course in early Spring.

Questions were asked and comments were made regarding enrolment, participation and benefits to students. MSS building a social emotional classroom; development of the district resource team.

Psychology/social work pieces are already in place as it is the nature of the job; the Pro-D trip to North Vancouver was helpful and provided additional confidence in carrying out the course.

G. Forsythe and D. Cunningham exited the meeting at 5:36 pm.

8. Curriculum Update

Assistant Superintendent introduced his curriculum team and referred to the Joyful Literacy Summit handout.

Minutes



District Principal, Aboriginal Education, Joe Heslip, acknowledged the meeting was being held on unceded ancestral territory and provided information on upcoming curriculum connections events. Dates are yet to be confirmed. February 3rd is the deadline for further submissions (art, articles, etc.) for the next Canoe issue.

Discussion ensued regarding not only vulnerable learners, but also those students at the top of the class and future plans to enrich learning for those students. Honours math at middle school? The transition between middle / high school is a struggle for many students. Carolynn Schmor would like to sit in on those conversations as well. In the 'bigger' picture, student do well in high school but struggle in university.

MOVED and seconded to extend the meeting at 6:00 pm

9. District Parent Advisory Council

A Report was attached to the Agenda.

10. Adjournment

MOVED and seconded that the meeting adjourn at 6:06 pm.

CARRIED

Chairperson

Secretary Treasurer

Committee of the Whole Meeting
January 31, 2017 3:30 pm
District Education Office, 33046 – 4th Avenue, Mission, BC

Members Present:

Chair Rick McKamey
Vice-Chair Tracy Loffler
Trustee Randy Cairns
Trustee Shelley Carter
Trustee Jim Taylor

Staff Present:

Superintendent Angus Wilson
Secretary Treasurer Corien Becker
Assistant Superintendent Larry Jepsen
Assistant Secretary Treasurer Derek Welsh
District Principal, Innovation & Technology, Colleen Hannah
Executive Assistant Tracy Orobko (Recorder)

Participants:

CUPE: George Forsythe, President and Janet Chalmers
DPAC: Cyndi Polovina, Chair and Laura Wilson
MTU: Amber Chung, President

Absent:

Assistant Superintendent Larry Jepsen

1. CALL TO ORDER

The meeting was called to order at 3:30 pm by the Board Chairperson. The Chair acknowledged that Mission School District falls within the Sto:lo Traditional Territory and within our boundaries have four bands: Kwantlen, Matsqui, Leq:a'mel and Sq'èwlets (Scowlitz) First Nations.

2. **Adoption of Agenda**

One Addition:

6.1 Amendments to the BC *School Act* – Trustee Cairns

MOVED and seconded to adopt the Agenda as amended.
CARRIED

3. **Delegations/Presentations**

2016/2017 Amended Budget

The Superintendent reminded the committee of the importance of aligning with the Board's Strategic Plan: Accountable, ethical, collaborative, and compassionate. Priority: Framework for Learning.

A leading goal: Technology; community engagement; financial sustainability; effective governance.

Secretary Treasurer reviewed a Power Point highlighting enrolment projections, funding formulas, student learning, administration, operations and transportation. The amended budget Power Point will be posted to the website.

Information Technology

The District Principal, Innovation & Technology, presented on the existing technology infrastructure and challenges. The Secretary Treasurer indicated a full report will come to the Board in due course. A recommendation will be to employ a full-time I.T. Manager.

OH&S

The district needs to put a stronger focus on health and safety of employees. A recommendation will be to employ a full-time OH&S Coordinator. Some districts are combining the position with emergency procedures as well.

Facilities

A recommendation is to allocate funds toward Facilities department to address the back log of work orders.

Transportation

The Provincial Funding for busing, and the elimination of busing fees were included. The Province has indicated its committed to continue with funding busing. However, staff will be discussing the possibility of charging fees for busing for schools of choice/cross-boundaries when the Transportation policy is reviewed.

Questions were asked regarding the contract and consulting fees of the I.T. Department.

4. Unfinished Business

N/A

5. Staff Reports

2016/2017 Amended Budget

The Secretary Treasurer clarified that it is the committee advising staff what they would like to see included in the amended budget. . The Bylaw must be adopted by end of February.

Janet Chalmers exited the meeting at 4:30 pm.

Discussion ensued on the format and purpose of the Committee of the Whole: Transparency.

A question asked as to who is on the committee. The Secretary Treasurer confirmed it is the Board members.

Clarification was sought regarding the meeting process and partner input.

Confirmation was provided that individual meetings with partner groups will occur for 2017/2018 budget discussions. Meetings between senior staff and employee groups occur monthly.

Discussion ensued on the items listed on page 12: *Recommendations for Discussion*.

Counselor (MSS).

- Challenges of hiring counselors;
- Secretary Treasurer indicated money remains available for student support if counselor is not hired;
- Agreed to move the recommendation forward;
- MTU clarified for 2 years, they have agreed on a “without prejudice” basis to post each counselor on a continuing basis.

Cyndi Polovina exited the meeting at 5:16 pm.

Labourer

- \$22K covers to the end of the year;
- Permanent position;
- One labourer position;
- Agreed to move the recommendation forward.

District Principal, Aboriginal Education.

- Concerns raised in reference to page 2 of the Agenda: Board direction;
- Recommended 25% per year for four years and representation of all children in the District;
- Secretary Treasurer reminded committee this was a direction to staff to review as part of the budget deliberations; alternately, the Board could consider this with the the 2017/2018 budget deliberation.

I.T. Manager.

- Long-term, 12 month position;
- Clarification was provided on the difference between an I.T. Manager and the current VP for Innovation & Technology position;
- Cost estimate: \$150K/annually;
- Concerns raised regarding funding and impact.
- The discussion reviewed the difference between I.T. support and management?.

OH&S Coordinator.

- Perception: Increasing management staff;
- Long-term commitment;
- Management structure was reduced by \$700K by prior Boards;
- Consider hiring a contract position to get the “12 chapter binder” done;

At 6:00 pm

MOVED to adjourn the meeting and reconvene at the next Committee of the Whole meeting. No seconder.

FAILED

MOVED and seconded to extend the meeting to hear the last three speakers.

CARRIED

Additional discussion on the OH&S Coordinator position.

Moved and seconded to adjourn the meeting.

CARRIED

The meeting adjourned at 6:10 pm.

Chairperson

Secretary Treasurer