

Committee of the Whole Meeting (open to the public)

Minutes



Committee of the Whole Meeting

June 13, 2017 1:30 pm

District Education Office, 33046 – 4th Avenue, Mission, BC

Members Present:

Chair Tracy Loffler
Trustee Rick McKamey
Trustee Randy Cairns
Trustee Jim Taylor
Trustee Shelley Carter (part)

Staff Present:

Superintendent Angus Wilson
Secretary Treasurer Corien Becker
Assistant Superintendent Larry Jepsen
Assistant Secretary Treasurer Derek Welsh
Director Student Services,Carolynn Schmor
District Principal Technology and Innovation, Colleen Hannah
Executive Assistant Tracy Orobko (Recorder)
Executive Assistant Aleksandra

Partner Groups Present:

DPAC – Laura Wilson, Cyndi Polovina
PVPA – Brian Barber
MTU – Amber Chung
CUPE – Faye Howell, George Forsythe

Guests: Kirsten Hargreaves and Lucki Kang: MSW, RSW, Field Education Coordinator, School of Social Work and Human Services - Social Work Pilot Project Presentation.

1. CALL TO ORDER

The meeting was called to order at 1:32 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

Item 3.1 was moved down the Agenda to 3:30 pm to accommodate Teacher-Librarian schedules.

One Addition:

3.2: Presentation School-Based Social Work Pilot Project Presentation - Kirsten Hargreaves and Lucki Kang.

A question was asked regarding procedure and the ability to add items to the Agenda, in particular, data and feedback pertaining to the Fraserview Learning Centre, and the Self-Efficacy BAA course. The Superintendent reported that the course starts in the next school year.

3. Delegations/Presentations

3.2 Presentation: School-Based Pilot Project Presentation

Kirsten Hargreaves and Lucki Kang provided a presentation on the success of the project and provided data as a summary of Student Report.

Save the Date:

October 20, 2017 - *Trauma: Resilience and the Way Forward* - Concept of Trauma informed practice; focused response to our children, youth and families who have experienced adversity and hardship.

A community and family resilience strategy together with prevention. The October event is open to all employees. The cost is \$40 and includes lunch.

Questions and comments were made regarding Fraser Health involvement and work experience results which builds capacity to be great social workers.

Two challenges: Space and phones; a School District social media aspect would be helpful. Ideally, the School District would hire a Social Work coordinator.

4. Unfinished Business

4.1 Physical Restraint and Seclusion Policy

The Superintendent provided the background of the policy. The Committee agreed to move the policy forward to the June 20th Board meeting.

THAT the *Physical Restraint and Seclusion Policy* be reviewed and forwarded to the June 20, 2017 Public Board meeting for final approval.

CARRIED

4.2 Recruitment and Hiring Policy

The Superintendent provided the background of the policy. The Committee agreed to move the policy forward to the June 20th Public Board meeting.

THAT the *Recruitment and Hiring Policy* be reviewed and forwarded to the June 20, 2017 Public Board meeting for final approval.

CARRIED

4.3 IT Strategic Plan

The Superintendent provided the background of the policy. The Committee agreed to move the policy forward to the June 20th Public Board meeting.

The Secretary Treasurer referred to page 9 of the Strategic Plan: *Technology Refresh Cycle*. Staff is looking at setting up a four year lease with a review at the end of the term.

THAT the *IT Strategic Plan Policy* be reviewed and forwarded to the June 20, 2017 Public Board meeting for final approval.

CARRIED

5. Staff Reports

5.1 2017-2018 Preliminary Annual Budget Bylaw

The Secretary Treasurer provided a handout: *2017/18 Preliminary Budget Draft*. From an operational perspective the handout demonstrated where the monies are received from and where it is being spent.

Reviewed Special Purpose Funds, capital expenses, amortization, \$4 million dollars received for teacher costs (Classroom Enhancement Fund). The total change includes dollar and % changes. The District will always see a 3 - 5 to 10% fluctuation. Comments are provided on the handout to assist with explanations of line items. The long-range facility plan will be brought to the Board in September.

In summary, there is an increase in deficit by approximately \$478K.

2017/18 Projected Surplus: \$393,584.

Question: Are the two aboriginal and administrative salaries included? Yes.

Question: ESD increases – why there? Clarification was made that it refers to: Economic Stability.

A query into tenants / vacating rooms was made and an update was provided: Three programs in the HPMS Annex have been asked to vacate as of July 31st (one has requested to stay until August 15th). Staff is still sorting out details.

In Summary: Everything that was discussed at the last Committee of the Whole is included in the Preliminary Budget Draft provided today.

A question was asked regarding the technology consultant and if it has been finished? Yes.

A question was asked regarding the long-range facility consultant and if it is complete? Yes, Staff is completing final adjustments.

Question: Will there be any further consultants hired for the 2017/18 year? There may be. It is dependent upon projects; building improvements fall under the capital category.

A question was asked regarding Business Managers: Two exempt; one CUPE.

A question was asked clarifying submission of the budget as a deficit. Response: If you take the amortization out, it does not show a deficit.

Clarification was made regarding amortization, revenue and buildings. It is not cash accounting. The District is hopeful to receive the Classroom Enhancement Fund (“CEF”). It has not been built into the budget. In the meantime, we are drawing from savings. If CEF is not received, some administrative planning will not be able to happen. Staff is hoping to receive Ministry confirmation in the next 10 days. The School District should know by next week.

Trustee Carter exited the meeting at 2:37 pm.

What is the recourse for the District if the Ministry underfunds teacher costs? Response: The Board could write letters; yes, there have been financial challenges. Under previous Governments, there have also been funding issues. How calculations are made is part of the mix. Other factors include interpretations of Collective Agreements in 60 Districts. The Ministry has been taken by surprise by the numbers in factoring teacher costs.

Student Transportation: \$22,500. What does it represent? Expenses related to field trips. We do not know the final count of courtesy students who will be paying. In past, it was between \$100 – 130K.

MOVED and Seconded that the Annual Budget Bylaw for fiscal year 2017/2018 be reviewed and forwarded to the June 20, 2017 Public Board meeting for consideration.

CARRIED

5.2 2017-2018 Board Meeting Schedule

Discussion ensued regarding the District mandating school administrators to avoid holding staff meetings so members can attend Committee of the Whole meetings? Yes, 2nd and 4th Tuesdays.

Discussion ensued regarding Wednesdays and MTU business. Staff indicated it would be helpful to obtain an MTU calendar to assist with district planning. It was confirmed that “training” days are the only days MTU is unable to plan for.

A request was made for training to occur over two days as there is concern regarding lack of TOCs. Response: This would increase presenter costs; extra expenses such as lunches.

A proposed solution: ½ day intense training. Morning Primary; Afternoon Intermediate. Union needs would have to be discussed.

Confirmation was made that Committee of the Whole meetings will remain in accordance with policy: 3:30 – 6:00 pm. The recent ones have been scheduled for 1:00 pm to address budget.

Discussion ensued around locations of meetings and site rotations.

MOVED and Seconded that the 2017-2018 Committee/Board Meeting schedule be reviewed and forwarded to the June 20, 2017 Public Board meeting for approval.

5.3 2017-2018 Growth Plans

The Superintendent provided overview of the updated plans many of which follow an inquiry model.

Comments were made around Fraserview Learning Centre and economic success and successes tied to attendance and completion of courses.

MOVED and Seconded that the 2017-2018 school growth plans be forwarded to the June 20, 2017 Public Board meeting for approval.

6. New Business

N/A

7. Minutes of Previous Meetings

Amendments:

Page 1: Seventh line from the bottom, add the words, “2016/2017” before the words in the last sentence, “amended budget”.

Page 2: First paragraph add the words, “as they had already been approved by the Board” to the end of the sentence.

Page 5: Clarification was made to Item 6.1 that discussions had been held with the Director of Facilities.

Page 5: Clarification was made regarding the transition costs from an electrical program at the Hatzic Middle School site back to an automotive shop, could be approximately \$100K.

Page 5: Clarification was made to the last line of “potential move” – it refers to the Riverside Electrical Program.

Page 5: Trustee Public Communications – Add the words, “with no negative consequences” to the end of the sentence.

MOVED and Seconded that the Committee of the Whole Meeting Minutes dated June 6, 2017 be approved as amended.

CARRIED

8. Information Items

8.1 Curriculum Update (Standing Item)

8.2 District Parent Advisory Council (Standing Item)

Minutes



Upcoming Event: Dr. Gabor Mate, renowned author on addiction (<https://drgabormate.com/>); October 4, 2017 - Clarke Theatre @ 7:00 pm. Early Bird Rate: \$10. Human Development Through the Lens of Science and Compassion.

Question: What are the odds with Government that DPAC might not see annual grant? Response: 0% chance. Anybody that failed to deliver to parents in School Districts would not be gaining public support.

The committee meeting recessed at 3:10 pm.

The committee reconvened at 3:30 pm.

3.1 Teacher Librarians Collaborative Curriculum Partners – Celebrating Success 2016/2017

The Assistant Superintendent introduced Teacher-Librarians, Jennifer Lane, Angie Bout, and Kristi Johnston.

Teacher-Librarians thanked the Board for supporting the increase in teacher-librarian time.

Data was provided on the various ways teacher-librarians are working with schools, teachers, and using resources in collaborative ways to enhance learning for students. The extra time designated, has allowed for an increase in innovative learning opportunities.

8.3 May Enrolment Reports

9. **Adjournment**

**Moved and Seconded to adjourn the meeting.
CARRIED**

The meeting adjourned at 3:52 pm.

Certified Correct:

Original Signed by Rick Mckamey
Chair, Board of Education

Original Signed by Corien Becker
Secretary Treasurer

September 12, 2017
Date

September 12, 2017
Date