

Committee of the Whole Meeting

March 7, 2017 3:30 pm

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

Members Present:

Acting Chair Tracy Loffler
Trustee Randy Cairns
Trustee Shelley Carter
Trustee Jim Taylor

Staff Present:

Superintendent Angus Wilson (part)
Secretary Treasurer Corien Becker
Assistant Superintendent Larry Jepsen
Director of Student Services Carolynn Schmor
District Principal, Aboriginal Education Joe Heslip
Executive Assistant Tracy Orobko (Recorder)

Absent: Committee Chair, Rick McKamey

Partner Groups Present:

CUPE: Janet Chambers, Faye Howell
DPAC: Laura Wilson
MTU: Amber Chung, Anna Heavenor

1. CALL TO ORDER

Trustee Loffler expressed regrets on behalf of Trustee McKamey who was unable to attend the meeting and reminded the committee the Superintendent will arrive at approximately 4:00 pm.

The meeting was called to order at 3:30 pm. The Chair acknowledged the meeting was being held on un-ceded territory of Stó:lō Nation People. There are four First Nation Bands within the boundaries of the Mission School District namely, Leq:a'mel First Nation, Sq'èwlets First Nation, Kwantlen First Nation, and Matsqui First Nation.

2. Adoption of Agenda

MOVED and seconded that the Agenda be adopted as presented.
CARRIED

3. Delegations/Presentations

N/A

4. Unfinished Business

4.1 Draft Physical Restraint and Seclusion Policy

The Director of Student Services and the Secretary Treasurer provided background on revisions made pursuant to discussions at the last meeting.

Concern was raised regarding the omission of an overriding statement stating or reference to staff “acting in good faith”. The concern is that employees could receive discipline if they use physical restraint without the having the appropriate training. Would like to see some protection for staff if they are acting reasonably and felt that they needed to use physical restraint for the protection of themselves or other students.

Discussion:

- Only “trained staff members may need to use...” - What about office staff? Bus drivers?
- “acting in good faith” vs. “last resort”;

- Training for all staff (including BSWs and Bus Drivers);
- Collective Agreement language identifying members/staff;
- Professional development opportunities vs. in-service training;
- Human Resources involvement with training;
- Avoid “mandated” training; do not want staff members feeling obligated to take training
- “0” tolerance for lack of or incomplete documentation.
- Two different types of training:
 - Orientation to all staff regarding this specific policy; and
 - Employees interested in non-violent crisis intervention training.

The Superintendent joined the meeting at 4:11 pm.

Summary Direction:

- Add a “good Samaritan” type phrase that would protect staff acting reasonably from disciplinary action.
- Do not add directive regarding staff training in the policy or procedure: staff should be invited to training.
- Return the revised policy to the COTW meeting in April.

MOVED and seconded THAT the draft Physical and Seclusion Policy be amended and forwarded to the April 2017 Committee of the Whole meeting for review.

CARRIED

4.2 Draft Recruitment and Hiring Policy

The Superintendent referred to the new hiring matrix and provided rationale for the criteria development or input on “potential” interviews – If, for example, the district has an acting principal, and the determination is to make them principal, an interview process is not required.

- The grey zone of the matrix is decisions made by the Superintendent;
- Note: the need to add *CUPE* to the matrix on the “Principals, Vice-Principals” line for other interviews;
- the mechanism for Student Council input is yet to be determined.

Questions were asked regarding Board oversight / *School Act* regulations. Each School District is different depending on size/scale of the District.

Comments were made to add *Board* to the matrix under “Shortlisting Approval\Senior Staff”, and “Shortlisting Approval\Principals, Vice-Principals”.

It was proposed to add wording regarding the Superintendent’s need for emergent ‘appointments’. The Secretary Treasurer clarified the wording will be added.

CUPE wished to have it recorded and expressed objection to senior staff being present in their interview processes, as happened in the past.

Enhancement Agreement – discussed adding representation on the matrix; J. Heslip will provide the Superintendent with Scowlitz language regarding hiring processes.

Summary:

- Shortlisting Approval:
 - Senior Staff: Superintendent and Board;
 - Principals/VPs: Superintendent and Board;
- CUPE and Aboriginal representation to be added to other interviews;

MOVED and seconded THAT the draft Recruitment and Hiring policy by amended and forwarded to the March 2017 Board meeting for consideration.

CARRIED

5. Staff Reports

5.1 Quarterly Financial Report

The Secretary Treasurer introduced and reviewed the report attached to the Agenda and indicated she is open to inquiries and questions, or emails after reviewed.

6. New Business

N/A

7. Minutes of Previous Meetings

MOVED and seconded THAT the Committee of the Whole Meeting Minutes dated February 28, 2017 be approved as presented.

CARRIED

Trustee Loffler exited the meeting at 5:26 pm. Trustee Carter assumed the role of committee Chair for the duration of the meeting.

Comment: The unions would like their voices recorded, and those voices from other public participants.

Response: The Secretary Treasurer advised that minutes capture the general sentiments of the meeting and provide direction; minutes are not a verbatim recording of the meeting or a recording of who made comments or asked questions; the minutes balance the general direction of the conversation for the consideration of any motions or direction.

Question: Is a requirement to indicate who moves and seconds motions?

Response: Once a motion is moved, it is owned by the Board, and not by the mover or seconder, as such, recording this information is irrelevant. Omitting names eliminates any sense of ownership by the mover. Parliamentarians recommend refraining from recording movers and seconders from motions in the minutes.

Question: It is not a requirement to indicate who has passed or opposed a motion?

Response: It is not a requirement. Trustees may ask that their vote opposing a motion be recorded. The District records votes of opposition when it is not unanimous and is done as a courtesy. This practice has been in place and the Regular Board meeting minutes are available for review at any given time.

Comment: There is no requirement to record members of the public.

Response: Staff will consider options for recording public participants in the minutes.

8. Information Items

8.1 Curriculum Update

A PowerPoint presentation was provided on the annual plan for *Framework for Enhancing Student Learning* which included:

- Spirals of Inquiry;
- Curriculum Connections;
- Siwal Si'wes Digital Library;
- Elementary Virtual Learning Commons;
- Video on Pink Shirt Day / Residential School Tour;
- Canoe magazine;
- Jump Math, collaboration days, literacy, numeracy, self-assessment of core competencies and technology priorities.

Looking ahead: Digging deeper with IEPs – part of provincial task force.

Closing comments included:

- Positive feedback provided to staff who have collaborated for the sake of the district – evident positive results with students;
- Technological influence on jobs;
- Collaboration days;
- Access to trades;
- Senior Staff's collaborative approaches;
- Express thanks to J. Lane for her efforts as well.

8.2 District Parent Advisory Council

Two upcoming events:

March 29, 2017 @ 6:30 pm: *Resiliency and how early childhood adversity has long-life impact.*
Register online via Eventbrite.

May 3, 2017 @ 7:00 pm: *Calm, Alert and Learning.*
Location: Clarke Theatre

9. Adjournment

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

The meeting adjourned at 6:00 pm.

Chairperson

Secretary Treasurer