

Committee of the Whole Meeting - Public

Minutes



Committee of the Whole Meeting

April 10, 2018 at 3:30pm

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

Staff Present:

Superintendent Angus Wilson
Secretary Treasurer Corien Becker
District Principal Information & Technology Colleen Hannah
Director of Student ServicesCarolynn Schmor
Executive Assistant Aleksandra Zwierzchowska (Recorder)

Partner Groups Present:

District Parent Advisory Committee, Principal Vice-Principal Association, Mission Teachers' Union, Canadian Union of Public Employees and Stave Falls Community Association.

Guests:

1. CALL TO ORDER

The meeting was called to order at 3:30 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

MOVED and Seconded that the Agenda be adopted as presented.

CARRIED

3. Delegations/Presentations

No delegations or presentations.

4. Curriculum Update – Standing Item

4.1 Digital Threat Assessment Training

The Superintendent informed the committee of a Digital Threat Assessment training completed by Administrators and Community Partners. The training is part of the safer schools initiative and was offered by the Ministry of Education. A demonstration was provided using TinEye, to complete a reverse image lookup to determine if the image appears elsewhere on the web.

4.2 Information & Technology Update

1. Technology Update

Strategic Plan implementation is running on target. All 2016-17 projects have been completed along with majority of the 2017-18 projects. The IT department is continuing work by providing support to district staff on the use of new software and devices.

2. Innovation Update

Coding and design thinking have continued throughout the school year. All coding resources have been booked for classroom use all throughout the year. Heritage Park Middle School technology leadership students are leading the design thinking sessions at Windebank Elementary.

Approximately 1000+ elementary students attended the Silverdale wetlands for a self-lead outdoor education experience. This was a joint project between MPSD, Kwantlen First Nations, and the City of Mission. Smaller scale follow-up visits will take place in May for 100-150 students.

3. Solar Panels

Dewdney Elementary Solar Panels installation is complete. 48-390kW high density panels were installed to generate 19.5kWh. The meter is pending completion by BC Hydro. A learning monitor is set up in the hallway of the school to display the output of the panels.

Q: With the roll out of the WiFi access, what apps are being blocked by the School District?

R: Instagram, Snapchat, and Netflix.

5. Unfinished Business

5.1 Financial Governance & Accountability Framework

MOVED and Seconded that Capacity Building Training goals be discussed and considered; and THAT the Audit Committee & Internal Audit components be discussed and considered; and THAT the draft Surplus Policy be discussed and considered.

CARRIED

The Province issued Financial Governance and Accountability framework for schools districts. District staff have started the process of incorporating the recommendations from the report, but more work is needed. This report summarizes the items that were discussed at the last meeting. The only item that was not outlined in the report is the policy for budget-monitoring and reporting policy. This will be brought forward at an upcoming meeting during budget discussions.

Q: Is there any way to report at the end of the year how the surplus was used? Is there a way to tie this into the policy?

R: One of the recommendations with the audit committee is that staff report in the 3rd or 4th quarter how much surplus is being targeted, followed by recommendations on how the district allocate the funds.

Q: Do we need to call it a surplus policy? Can we call it a contingency fund?

R: The policy covers more than the surplus; we can change the wording to reserve funds rather than surplus funds.

What are the next steps?

The policy can be forwarded to the public Board meeting for consideration. The Board can approve the policy in principle and bring it back to the next Committee of the Whole meeting for one final review.

Capacity Building Training

Staff are waiting for more correspondence from BCSTA on training. As soon as we see this information, we will share it with the Board.

Audit Committees & Internal Audit

The recommendation for the Board is to have an audit committee. One advantage of having an audit committee is that the members have specific expertise with the related subject. The primary goal is to have a focused conversation. We could hold a special Committee of the Whole for audit discussions.

One of the biggest challenges is that the Board office does not have the internal resources to complete the extra work related with this item.

The Board likes the idea of keeping the audit a part of the CoTW. Perhaps the school district could hire a professional body on a yearly basis to complete a report. Then the CoTW could review the report, discuss it, and provide feedback.

A suggestion was made to amend the Board meeting procedure policy to include the audit committee information.

This item will be referred to another Committee of the Whole meeting with a request for the Secretary Treasurer to provide recommendations. The Board can provide more input and comments at the next meeting.

5.2 Mission Secondary – Summer School and Timetable Update

The Superintendent advised that Mission Secondary School would not change into a linear timetable for 2018/ 2019. The school may explore this item next year.

Possible summer school options are:

- Remedial education for grade 9 into 10 for English and Math courses
- Summer camps/ academic camps
- Riverside – women in trades

More information about the required number of teachers and course options will be presented in the near future.

5.3 K-12 Funding Model Review

Senior Staff and the Board Chair attended the regional meeting last week. The province would like to collect feedback by the end of May. Some items mentioned at the meeting are special needs funding, fixed vs variable costs, unpredictability of funding, geographical location, transportation, collective agreements, and disparities across the province.

Feedback is welcome from partner groups and written submissions or questions about the funding model review can be emailed to K12fundingreview@gov.bc.ca

5.4 Budget Update

Staff have been working on the required items for the 2018/19 budget. A staff meeting is scheduled for this Friday to discuss staffing information and how to move forward. The goal is to have the bylaw ready to adopt at the June Board meeting.

The following meetings are scheduled to review and discuss the 2018/19 Budget:

- Special Committee of the Whole, May 8, 2018 3:30-6:00pm
- Special Committee of the Whole, May 29, 2018 6:00-9:00pm
- Special Committee of the Whole, June 12, 2018 3:30-6:00pm (*tentative meeting for one final review*)

6. Staff Reports

6.1 Capital Bylaw 18/19-CP-SD75-01

MOVED and Seconded that the following resolutions be forwarded to the April 17, 2018 Board Meeting for consideration.

THAT the required three (3) readings for Capital Bylaw No. 18/19-CP-SD75-01 be carried out at one meeting.

THAT the first reading of Capital Bylaw No. 18/19-CP-SD75-01, a bylaw for the 2018/2019 Capital Plan, be approved.

THAT the third and final reading of Capital Bylaw 18/19-CP-SD75-01 be approved.

CARRIED

On June 2017, the School District submitted the 2018/19 five-year capital plan to the Ministry of Education. On March 28, 2018, the School District received correspondence supporting five projects. The Bylaw provides authorization to proceed. Once the Ministry processes the approved bylaw, the school district will receive the funds for the following projects:

CAPITAL PROJECTS			
Silverdale	School Enhancement – Roofing Repair	\$490,000	Proceed to design, tender and construction and complete by March 2019
Mission Secondary	School Enhancement – Mechanical - HVAC	\$290,000	Proceed to design, tender and construction and complete by March 2019
Dewdney	CNCP - Boiler	\$345,000	Proceed to design, tender and construction and complete by March 2019
Hatzic Middle & West Heights	CNCP – LED Lighting	\$55,000	Proceed to design, tender and construction and complete by March 2019
Bus replacement Fleet # 5750	New Bus D(80+RE)	\$141,580	Proceed to ordering

6.2 Heritage Park Funding Agreement – District of Mission & SD 75

MOVED and Seconded that the Heritage Park Funding Agreement be reviewed and forwarded to the April 17, 2018 Board meeting for consideration.

CARRIED

The funding agreement with the District of Mission will provide MPSD a total of \$100,000 a year for the next two years for the operating costs of the Clarke Theatre and Community Gym at Heritage Park.

Q: Are the theatre staff being paid by the SD or the DoM?

R: They are being paid by the SD.

7. New Business

7.1 Mission Secondary Replacement

The Board Chair requested input from the Committee and the Board about communicating the need for a new high school with the Ministry.

The following comments were noted during the discussion:

- Draw mild attention by highlighting deficiencies
- Involve District of Mission Council to communicate on development plans and growth in the community
- Involve local MLAs (Bob D'Eith and Simon Gibson) and provide a tour of the high school
- Write a letter to the Ministry and to the Premiere and highlight MPSD is growing like Surrey

Q: Is there an avenue that Teachers can pursue?

R: Can BCTF verify that the Fraser Valley or Mission is a growth area? They are credible source.

The Board would like the Chair to communicate with the politicians and prepare any potential letters and include the Board with updates.

8. Minutes of Previous Meetings

MOVED and Seconded that the Committee of the Whole meeting minutes dated March 6, 2018 be approved.

CARRIED

9. Information Items

9.1 District Parent Advisory Council (Standing Item)

The DPAC meeting minutes from March 12, 2018 are provided as information.

9.2 Trustee Candidate Package

The Trustee Candidate Package is provided as information. The package includes a meeting schedule that reflects the activities and meetings attended by Board members for the 2017/2018 school year.

Q: Could we put a link to the package on our website or print 15 copies to leave at the SBO office.

R: Once we have all the information, we will post the information to the district website.

10. Adjournment

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 5:49 pm.

Certified Correct:

Original Signed by Tracy Loffler

Chair, Board of Education

Original Signed by Corien Becker

Secretary Treasurer

May 1, 2018

Date

May 1, 2018

Date