

**School District #75 (Mission)
Public Meeting of the Board of Education Minutes**

**September 17, 2019, 6:30 pm
Hillside Traditional Academy
33621 Best Avenue, Mission, BC**

Members Present: Board Chair, Tracy Loffler
Vice Chair, Randy Cairns
Trustee, Shelley Carter
Trustee, Rick McKamey
Trustee, Julia Renkema

Staff Present: Superintendent of Schools, Angus Wilson
Secretary Treasurer, Corien Becker
Assistant Superintendent, Karen Alvarez
Executive Assistant, Aleksandra Zwierzchowska (Recorder)

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.

1.1 Election of Board Chair and Vice-Chair

MOVED and Seconded that the Board of Education appoint the Secretary Treasurer, Corien Becker, and the Executive Assistant, Aleksandra Zwierzchowska, as Scrutineers for the purpose of conducting elections.

AMENDMENT

An amendment was recommended to delete Secretary Treasurer, Corien Becker as a scrutineer and replace her with Assistant Secretary Treasurer, Derek Welsh, and Assistant Superintendent, Karen Alvarez.

AMENDED MOTION

MOVED and Seconded that the Board of Education appoint Assistant Secretary Treasurer, Derek Welsh, Assistant Superintendent, Karen Alvarez, and the Executive Assistant, Aleksandra Zwierzchowska, as Scrutineers for the purpose of conducting elections.

CARRIED

Trustee Cairns and Trustee Loffler were nominated for the position of Board Chair. Trustee Cairns declined his nomination. No other nominations were provided, and the Secretary Treasurer declared Trustee Loffler as the Board Chair.

Trustee Cairns was nominated as Vice-Chair, no other nominations were provided. The Secretary Treasurer announced Trustee Cairns as the Vice-Chair.

2. ADOPTION OF AGENDA

MOVED and Seconded that the Agenda be adopted as presented.

CARRIED

4. UNFINISHED BUSINESS

4.1 Revised Five Year Capital Plan 2020-2021

MOVED and Seconded that the 2020-2021 Five Year Capital Plan dated September 2019 be approved.

CARRIED

In July staff worked with the Ministry of Education to update the capital plan. The recent review of the seismic concerns at MSS has sparked the Ministry to gather additional information on options for the building. In order for the Ministry to consider the options, funding calculations needed to be submitted.

It was noted that the site acquisition cost for the expansion of Mission Secondary listed on page 4 of the agenda, is different than the one listed on the request summary. The Secretary Treasurer will update the figure to reflect \$10,000,000 on the Capital Plan 2020-21 Request Summary.

4.2 Learning Resource Policy

MOVED and Seconded that the Draft Learning Resource Policy be approved in principle and be referred to partner groups, parents, teachers, and the general public requesting comments,

AND THAT the Learning Resource Policy and comments received be returned to the November Committee of the Whole meeting for further consideration and direction.

CARRIED

4.3 Strategic Plan

MOVED and Seconded that the Draft Strategic Plan for 2019-2022 be approved in principle and referred to partner groups, parents, employees, students, and the general public requesting comments;

AND THAT the Strategic Plan and comments received be returned to the October Committee of the Whole meeting for further consideration and direction.

AMENDMENT

To change the deadline from October to November.

AMENDED MOTION

MOVED and Seconded that the Draft Strategic Plan for 2019-2022 be approved in principle and referred to partner groups, parents, employees, students, and the general public requesting comments;

AND THAT the Strategic Plan and comments received be returned to the November Committee of the Whole meeting for further consideration and direction.

CARRIED

5. **STAFF REPORTS**

5.1 Reporting out from Closed Meetings: June 18, 2019 & September 17, 2019

The Superintendent reported that student and personnel matters were discussed at the Closed meeting on June 18, 2019;

and that during the Closed meeting on September 17, 2019, the Board discussed personnel matters and improving on public participation measures. In addition, the Board discussed not appointing Trustee School Liaison representatives. Email communication will be shared with all stakeholders.

5.2 2018-2019 Audited Financial Statements

MOVED and Seconded that the draft School District No. 75 (Mission) June 30, 2019 Financial Statements be accepted; and

THAT the final School District No. 75 (Mission) June 30, 2019 Financial Statements including the audit report be submitted to the Ministry of Education by September 30, 2019.

CARRIED

The annual audit of the School District's financial statements is complete. Prior to issuing the final signed external Auditor's Report, the Board must accept the financial statements. The Auditor presented information to the Board at a special closed meeting. The findings of the audit will result in a letter expressing an opinion on the audit, from the Auditor, which must be included in the financial statements.

5.3 Executive Compensation Disclosure Report 2018-2019

MOVED and Seconded that the Public Sector Executive Compensation Report dated September 17, 2019 be approved and submitted to the BC Public School Employers' Association.

CARRIED

Each year Boards of Education are required to prepare the Public Sector Executive Compensation Disclosure Report. The disclosure requirements apply to the top five highest paid executives, where these positions are paid an annual base salary of \$125,000 or more.

6. NEW BUSINESS

6.1 Respectful Schools and Workplaces Policy - Anti-Bullying, Harassment and Discrimination

MOVED and Seconded that the Respectful Schools and Workplaces Policy - Anti-Bullying, Harassment and Discrimination, be approved.

CARRIED

The policy has been updated to include the recommendations from Worksafe BC. The process for receiving additional feedback on the policy will remain open.

A discussion ensued regarding poisoned work environments and that the definition of such an environment be included in the next revision along with any other comments received during the consultation process.

6.2 Stave Falls PAC

MOVED and Seconded that the Board of Education approve the establishment of a Parents' Advisory Committee for Stave Falls Elementary School.

CARRIED

7. MINUTES OF PREVIOUS MEETINGS

7.1 Board of Education Public Meeting Minutes, June 18, 2019

MOVED and Seconded that the Board of Education Public meeting minutes dated June 18, 2019 be approved.

CARRIED

10. COMMITTEE/ LIAISON REPORTS

Trustees provided reports on:

- First CotW meeting
- Agenda setting for the Trades Training Advisory Committee
- Stave Falls Opening Ceremony
- Meeting with Principal of Stave Falls Elementary
- Abbotsford Pride Celebration: MPSD had a booth operated by Sharon Widdows
- Visiting Riverside
- DPAC meeting
- Participating in Assistant Superintendent interviews
- Riverside Grad
- Larry Jepsen's Retirement Celebration
- MSS Commencement
- Regional Branch Meeting FV BCSTA
- Meetings regarding hosting Power of Mentorship - Woman helping Woman forum

12. QUESTION PERIOD

Q: Can a procedure be revised/ updated easier than the policy?

A: The Secretary Treasurer advised that the policy has more political input and includes public consultation. The procedure needs to align with the policy. It provides process and details on how to carry out the policy. Staff have the ability to update the procedure at any time.

Q: How will the SD share the Learning Resource policy with Teachers to ensure that they are aware of the policy and what will be the turnaround time for a resource that requires approval?

A: The policy will be emailed to all staff. The policy and procedure provides a guide for adding new resources. Most of the resources have been previously approved. New resources that have not be included on the list may take some time to be approved.

Q: What was the draw that brought the budget to a razor thin position?

A: Five years ago, there was a shift in the provincial curriculum. This shift included updating district IT resources to improve student learning. Funding was also provided to re-open the Stave Falls Elementary School. Lastly, TTOC costs are up a million dollars from a year ago.

Q: What is the weight of each item?

A: Comprehensive information on the financial statements and narrative will be published in the annual report.

Q: What happens if student enrolment does not increase at Stave Falls?

A: The Superintendent commented that every year the Board needs to pass a balanced budget. There is a process involved and many considerations need to be taken into account in determining the viability of any school. It is too early to make any projections.

11. ANNOUNCEMENTS

The Board welcomed Karen Alvarez as the new Assistant Superintendent.

13. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 7:38 pm.

Certified Correct:

Original Signed by Tracy Loffler

Chair, Board of Education

Original Signed by Corien Becker

Secretary Treasurer