

**School District #75 (Mission)
Public Meeting of the Committee of the Whole Minutes**

**December 3, 2019, 3:30 pm
District Education Office, 33046 4th Avenue, Mission, BC**

Members Present: Board Chair, Tracy Loffler
Trustee, Shelley Carter
Trustee, Julia Renkema

Members Absent: Vice-Chair, Randy Cairns
Trustee, Rick McKamey

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

Others Present: MTU President - Janise Nikolic, MTU VP - Ryan McCarty, CUPE President - Faye Howell, DPAC – Dionne Hairsine, PVPA Rep and Principal - Linda Ziefflie, Principal Jim Pearce, Principal Kevin Watrin, District Psychologist – Lori Patterson, District Inclusion Mentor Teacher- Shannon Bowsfield, Counsellor – Susan Curror, Youth & Childcare Worker (YCW) – Barb Iverson, and Counsellor – Dan Thiessen.

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

Move item 6.1 up to item 3.2.

MOVED and Seconded that the Agenda be adopted as amended.

CARRIED

3. DELEGATIONS/PRESENTATIONS

3.1 District Flight Team | Carolynn Schmor

The Director of Student Services provided an overview of the District Flight Team and introduced the team members and volunteers. The purpose of the Flight Team is to assess and respond to critical incidents.

3.2 MSS Reconfiguration Update

The principal of MSS advised that configuring to one secondary school has allowed the district to provide more learning opportunities to students. The principal highlighted the various courses that the school is now able to offer as a result of the reconfiguration.

A question was asked about the six-year graduation rate. The principal expressed that one key focus area is the transition from grade 9 to grade 10. There has been significant work completed around improving the transition process and it remains a continued focus area for the school.

4. Curriculum

An update will be provided at the January Committee of the Whole meeting.

5. UNFINISHED BUSINESS

5.1 Learning Resource Policy & Procedure

The Chair advised that this policy is being presented as information. The revised draft policy will be reviewed at the January Committee of the Whole meeting. No questions or comments were presented.

5.2 Policy Development and Review Policy

The Chair advised that this policy is being presented as information and will be reviewed at the January Committee of the Whole meeting. No questions or comments were presented.

5.3 School District Representatives Policy

The Chair advised that this policy is being presented as information and will be reviewed at the January Committee of the Whole meeting. No questions or comments were presented.

5.4 Stave Falls Elementary Reopening Costs

The Secretary Treasurer advised that the year to date costs are being presented as information. A question was asked about the costs for the

Water Treatment item. Staff are not familiar with the specific work related to this item.

Clarification was provided that revenue for child care is not site specific. It goes in to one general account and used by the School District as needed.

6. STAFF REPORTS

6.1 Equity Scan Monthly Update

The Superintendent advised that there some updates to the members participating in the Equity Scan. A new list will be shared at a future meeting. An initial meeting is tentatively scheduled for January. The focus for this year is to establish a plan for next year focusing on equitable outcomes for all students.

7. NEW BUSINESS

7.1 Ab Ed Advisory Council - Draft ToR

A discussion ensued regarding the School District reviewing the Enhancement Agreement, Equity Scan, the Calls to Action for Truth and Reconciliation. All these items are of importance and require extensive work by the School District.

A suggestion was presented to complete the process for the Equity Scan with an objective to build a working framework for the future. Comments included not wanting to rush anything or to create any redundancy.

7.2 Teacher Coaches

A conversation ensued regarding the challenges involved with being a coach. Teachers are not covered under WCB, transportation to and from games is an issue, coaches require additional auto insurance, there are league issues for students in middle school, and games usually conflict with instruction. A discussion ensued about the possibility of incorporating coaching into a teaching position.

The Board discussed acknowledging teacher coaches by issuing a thank you letter. Furthermore, coaches could be recognized at awards ceremonies.

The School District also struggles to find volunteers for other after-school activities.

7.3 Annual Report 2018-2019

MOVED and Seconded that the 2019 Annual Report, including the 2018-2019 Financial Statements, be forwarded as amended to the Public Board meeting on December 17, 2019 for consideration.

CARRIED

The annual report includes information on the School District activities for the 2018/ 2019 school year, the June 30, 2019 financial statements with auditor's report, and discussion on financial activities. The Secretary Treasurer advised that the annual report is a work in progress and is improving each year.

MTU emailed questions to the Board and Staff this morning. The Secretary Treasurer provided some information related to the questions. The remainder of the information is being pulled together by the Assistant Secretary Treasurer. Staff will prepare a report for the Public agenda. It was noted that the questions presented are good to discuss and Staff will consider how to add more information with future financial statements.

A comment was provided that Support Staff are not acknowledged in the message from the Superintendent.

7.4 Trustee Professional Development Policy

MOVED and Seconded that the Trustee Professional Development be considered, and direction regarding changes be provided;

AND THAT the revised policy be returned to the January CotW for further consideration.

AMENDMENT

Remove the words "revised" and replace with "information and draft policy".

AMENDED RESOLUTION

MOVED and Seconded that the Trustee Professional Development be considered, and direction regarding changes be provided;

AND THAT the revised information and draft policy be returned to the January CotW for further consideration.

CARRIED

This policy is being brought forward for consideration. The Board agreed that the conversation regarding revisions should occur when all five trustees are present.

7.5 Management Professional Development

MOVED and Seconded that the Management Professional Development Policy be considered, and direction regarding changes be provided;

AND THAT the revised policy be returned to the January CotW for further consideration.

AMENDMENT

Remove the words "revised" and replace with "information and draft policy".

AMENDED RESOLUTION

MOVED and Seconded that the Management Professional Development be considered, and direction regarding changes be provided ;

AND THAT the revised information and draft policy be returned to the January CotW for further consideration.

CARRIED

7.6 Communications Policy

MOVED and Seconded that staff draft a Communication Policy that considers the following criteria:

1. Roles of Spokesperson
2. Annual Report
3. Key messaging for target audience
4. Forms of mediums and related purpose
5. Communication for critical incidents and school closures
6. Good news stories
7. What impacts will the policy have on the budget?
8. Pushing information out before misleading information is shared
9. Strategic Plan
10. FIPPA
11. Bridging between partner groups and stakeholders
12. Timelines
13. Board and Committee meeting schedule

AND THAT the draft Communication Policy be returned to the January 2020 CotW for further discussion.

CARRIED

7.7 Employee Long Service Recognition

MOVED and Seconded that staff draft an Employee Long Service Recognition Policy that considers the following criteria:

1. Frequency and timing
2. Gift considerations/ options
3. Budget impact
4. Survey employees
5. Consider renaming the policy to "Employee Service Recognition"

AND THAT the draft Employee Long Service Recognition Policy be returned to the January 2020 CotW for further discussion.

CARRIED

8. MINUTES OF PREVIOUS MEETINGS

8.1 Special Committee of the Whole Meeting Minutes, October 29, 2019

MOVED and Seconded that the Special Committee of the Whole minutes dated October 29, 2019, be approved.

CARRIED

8.2 Committee of the Whole Meeting Minutes, November 5, 2019

MOVED and Seconded that the Committee of the Whole minutes dated November 5, 2019, be approved.

CARRIED

10. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 6:35 pm.

Certified Correct:

Original Signed by Tracy Loffler

Chair, Board of Education

Original Signed by Corien Becker

Secretary Treasurer