

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

**October 12, 2021, 3:30 pm**  
**Zoom Meeting**

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

**Staff Present:** Secretary-Treasurer, Corien Becker  
Superintendent of Schools, Angus Wilson  
Assistant Superintendent, Karen Alvarez  
District Principal of Indigenous Education, Vivian Searwar  
District Principal of International Education, Collen Hannah  
Executive Assistant, Ilona Schmidt (Recorder)

**Others Present:** DPAC Chair, Cheryl Blondin, MTU Vice President, Shannon Bowsfield, Principal - Linda Hamel, CUPE President, Nansy Gibson

**1. CALL TO ORDER**

The meeting was called to order at 3:30 pm by the Chairperson. The Chair acknowledged that Mission Public Schools is 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.

MTU Vice President attended only a part of the meeting.

**2. ADOPTION OF AGENDA**

MOVED and Seconded that the Agenda be adopted as presented.

**CARRIED**

**3. DELEGATIONS/PRESENTATIONS**

**4. CURRICULUM**

**5. UNFINISHED BUSINESS**

**6. STAFF REPORTS**

## 6.1 Policies for Review, Amendment and Referral to Regular Board Meetings

### 6.1.1 Trustee Professional Development Policy

MOVED and Seconded that the draft Trustee Professional Development Policy be reviewed and revised as necessary and forwarded to the October Board Meeting for consideration of approval in principle and to initiate the formal public engagement in the review of the draft policy.

#### **CARRIED**

Trustee Policy will reside in the Governance section, and Management Policy will reside in the HR Section.

Trustees noted that the Board should not dictate what Professional Development individual Trustees attend.

This policy is written with respect to Professional Development only, conferences may not necessarily be charged to Pro-D activity.

The report cover language should be clearer. Will be revised to remove the discussion regarding conferences. The Secretary-Treasurer will draft a Conferences Policy. The budget for meetings and conferences will need to be reviewed during budget deliberations.

### 6.1.2 Trustee Remuneration, Benefits, and Expense Reimbursement Policy

MOVED and Seconded that the draft Trustee Remuneration and Benefits Policy be reviewed and revised as necessary and forwarded to a Board Meeting for consideration of approval in principle and to initiate formal public engagement in the review of the draft policy.

#### **CARRIED**

The crossed-out rates are the current rates. The Board can choose a different rate or date. The adjustment to the compensation is based on the BC CPI.

Would like to see the first item as a starting point. Info on what is current, and what is the new amount (including the raise). Discussed amending the policy to remove the compensation change until next year. Trustees appreciate the increase according to the CPI, to have guidance on how to figure out the remuneration.

The Secretary-Treasurer will modify the report to clearly indicate the increase with the policy. The wording needs to be explicit, that Trustees are giving themselves a small raise.

Trustees have not had an increase since 2009. Prior to 2009, the previous trustee remuneration increase was in 2001. Due to federal tax changes in 2019, trustee's net income was decreased and has not been adjusted to offset the change.

#### 6.1.3 Communications and Public Participation policy

MOVED and Seconded that the draft Communication and Public Participation Policy be reviewed and revised as necessary and forwarded to a Board Meeting for consideration of approval in principle and to initiate the formal public engagement in the review of the draft policy.

#### **CARRIED**

New Policy – needs to be as transparent as possible. P. 14 the whole school district community, not just the individual school community.

The policy should include communication with trustees by the Chair regarding political matters – such as when council, FVRD, or other political matters are referred to the Board Chair, the Chair should inform the Board promptly.

When any representative is speaking for the Board, the board needs to be informed of the statement. Point 9 Any requests should be referred to the Board Chair who will speak on behalf of the Board.

Point 6 and Point 8 - Board communications to the public - separate from Superintendent and other school district staff.

#### 6.1.4 Public Interest Disclosure Policy

MOVED and Seconded that the draft Public Interest Disclosure Policy be reviewed and revised as necessary and forwarded to the October Board Meeting for consideration of approval in principle and to initiate formal public engagement in the review of the draft policy.

#### **CARRIED**

The Province has passed a Public Disclosure Act. BCSTA drafted a Policy & Procedure to support the implementation of the Act. The BCSTA drafts are more robust than the original policy.

Administrative Procedure, Referral of Disclosure to Designated Officer, point 5.1 "b": A suggestion was made that there should be an alternative to Secretary-Treasurer, so there is no conflict of interest. Can be revised that the Board Chair be the Designated officer for complaints regarding the Superintendent.

Trustees would like the Secretary-Treasurer, Superintendent, or Board Chair to be the ones to be contacted if needed. The old policy 2.6 had the options available.

Rights of the Respondent to be incorporated.

#### 6.1.5 Child Care Facilities Policy

MOVED and Seconded that the draft Child Care Facilities Policy be reviewed and revised as necessary and forwarded to the November Committee of the Whole Meeting.

#### **CARRIED**

SD75 has a few childcare operators, so we need to put a policy in place. Some of the wording in this policy will be included in the draft Equity, Inclusion, and Diversity policy.

The policy as offered is a good framework to start a discussion.

In the Contract section of the Policy, include the requirement that this policy, the Equity, Inclusion and Diversity policy, and the Respectful Schools policy be referenced, and for operators to be required to adhere to these policies.

Point 9. speaks about the fees we charge the childcare operator, not fees the operator charge the public. Will revise the policy to clarify.

Point 10.3: How will we be able to monitor compliance with the policy? We may need to look at the contract, so it is evaluated properly.

Would like to see that the operator is following the Early Learning Framework, which includes a lot of the language regarding reconciliation. When the Application is submitted to become a provider, they should show a plan on how they can meet the objectives and policies, and how we can monitor. Clear plans should be presented.

It is unclear how the situation will change if the Ministry of Education mandates Childcare in Schools.

Board to bring this back in November, rather than the October Board Meeting.

#### 6.1.6 Menstrual Products Policy

MOVED and Seconded that the draft Menstrual Products Policy be reviewed and revised as necessary and forwarded to the October Board Meeting for consideration of approval in principle and to initiate formal public engagement in the review of the draft policy.

**CARRIED**

This policy is done according to the BCSTA template. Procedures may be created in the future, that will be site-based. The Secretary-Treasurer is aware that schools consulted with the students.

Include a mechanism to follow-up, may be mentioned in the work plan. Trustees would appreciate a note that students were consulted.

6.1.7 Student Clothing Policy

MOVED and Seconded that the draft Student Clothing Policy be reviewed and revised as necessary and forwarded to a Public Board Meeting for consideration of approval in principle and to initiate formal public engagement in the review of the draft policy.

**CARRIED**

Revision of the original "dress code" - these are guidelines and expectations, not a law. Schools need to do additional work before they develop their guidelines introduced in Handbooks. There is a small group working on developing conduct templates for schools to communicate the clothing policy and conduct policy.

This policy is the Board's directive to staff, to follow, including the guidelines.

Scope: Hillside - uniform guidelines comply with all this. Remove the Scope (p.43 of agenda, p.1 of Corporate Policy)

Hats should be mentioned in point 3 - to avoid gang-related issues

Everything should apply the same on Halloween or special days, no matter what costume. Include this clarification in the procedure.

Is there not going to be a District Policy for everyone? Yes, but every school needs to put this into their handbook and communicate the policy to students and parents. There should eventually be a standard student conduct template that meets the needs of the school. For example, Fraserview has student contracts rather than a code of conduct.

The use of student paper planners at the middle and secondary levels was brought up, as some teachers have questioned the use of paper planners alongside a well-utilized school app.

Words "inappropriate/ appropriate - can it be replaced by "suitable or meet expectations"

Include the requirement that interventions are not to be punitive, but prescriptive/restorative – see Chilliwack policy approved 2019.

A suggestion was made to have ONE Board policy for all schools - cross-referenced with Respectful Schools Policy / Human Rights

Student engagement is needed.

#### 6.1.8 Halq'emeylem Language Policy

MOVED and Seconded that the draft Halq'emeylem Language Policy be referred to the Siwal Si'wes Advisory Council for the Council's consideration and further consultation with Leq'á:mel, Matheqwi, Qwó:ltl'el, and Sq'éwlets.

#### **CARRIED**

The draft policy is not a blanket indigenous language policy, but rather, a specific policy to support the Halq'emeylem language.

The referral for consultation should go to the communities as well. We have been questioned over the consultation process we implement in the past with Indigenous communities. There is still a challenge with the trust.

Siwal Si'wes is part of the School District, as a conduit to the First Nations consultation. The District Principal of Indigenous Education should initiate the discussion with the First Nations to avoid mistrust.

Remove words: "feedback prior to" from recommendation

Trustees should be encouraged to learn the language as well (1.1)

Staff/Board/District Principal should all work with the nations. It is recognized that work is being done. Governing in first nations communities is a bit different than the School District.

#### 6.1.9 Employee Service Recognition Policy

MOVED and Seconded that the draft Employee Service Recognition Policy be reviewed and revised as necessary and forwarded to a Board Meeting for consideration of approval in principle and to initiate formal public engagement in the review of the draft policy.

#### **CARRIED**

Some research was done a few years ago. The first year of implementation would not have a significant cost.

1.1 - each year? Remove this line.

Some recognition needs to be made, especially, if we have recruitment/retention issues.

People do not want pins anymore. Both unions will be consulted. A welcome letter would be appreciated.

#### 6.1.10 Management Professional Development Policy

MOVED and Seconded that the draft Management Professional Development Policy be reviewed and revised as necessary and forwarded to the October Board Meeting for consideration of approval in principle and to initiate formal public engagement in the review of the draft policy.

#### **CARRIED**

The policy is tailored for employees only.

If someone does not use their funds, the funds are transferred to the MPVPA association for the principals and vice-principals. Some will participate in ProD as a group, some will do specific conferences/learning, and some will acquire technology.

Senior Admins have set amounts that must be used in the year, or the funds become part of the surplus. Other exempt staff receive a small % of the salary and have 3 years to use the funds; if funds are not used in the three years, the funds become part of the surplus.

Detailed groups and the carryforward criteria should be listed in the policy.

#### 6.1.11 Financial Planning, Financial Progress & Performance Reporting Policy

MOVED and Seconded that the draft Financial Planning, Progress and Performance Reporting Policy be reviewed and revised as necessary and forwarded to a Board Meeting for consideration of approval in principle and to initiate formal public engagement in the review of the draft policy.

#### **CARRIED**

The direction came from the Ministry to develop this policy. This Draft is the starting point for a discussion.

p. 58 - Staff should put together a proposal about what the additional accounting person will be doing. Staff will bring this forward with the budget deliberations.

A comment was made that we are going in the right direction.

**7. NEW BUSINESS**

**8. MINUTES OF PREVIOUS MEETINGS**

8.1 Minutes from Public Committee of the Whole Meeting, October 5, 2021

MOVED and Seconded that the Committee of the Whole minutes dated October 5, 2021, be amended.

AMENDMENT: MSS Numeracy Assessment Data  
4.2 Last Year, more students took workplace math and fewer students took pre-calculus.

**CARRIED.**

MOVED and Seconded that Minutes from Public Committee of the Whole Meeting, October 5, 2021, be approved as amended.

**CARRIED.**

**9. INFORMATION ITEMS**

Regular Board of Education meeting next week, October 19, 2021, via Zoom, 6:30 pm.

**10. ADJOURNMENT**

MOVED and Seconded that the Board adjourn the meeting.

The meeting adjourned at 5:45 pm.

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Original signed by T. Loffler  
Chair, Board of Education

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Original signed by C. Becker  
Secretary-Treasurer

The minutes were approved on  
November 2, 2021 at the Public  
Committee of the Whole meeting.