

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

May 7, 2019, 3:30 pm
Albert McMahon Elementary
32865 Cherry Avenue, Mission, BC

Pages

1. CALL TO ORDER

The Board Chair will acknowledge that this meeting is being held on Traditional Territory.

2. ADOPTION OF AGENDA

3. DELEGATIONS/PRESENTATIONS

3.1 Post Field Trip Presentation: Puerto Aldea, Chile
Teacher, Kevin Matheny and Students

3.2 International Field Trip Application: Zambia and Botswana Action 1 - 14

4. CURRICULUM

4.1 French Immersion - Shauna Nero + Students Information 15
French Program Coordinator, Shauna Néro

4.2 JUMP Math & Thinking Classrooms Information 15
Math Mentor Teacher, Rebekaah Stenner

5. UNFINISHED BUSINESS

6. STAFF REPORTS

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7. NEW BUSINESS

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7.3 Emergency Preparedness Discussion 43

8. MINUTES OF PREVIOUS MEETINGS

8.1 Committee of the Whole meeting minutes, April 9, 2019 Action 44 - 49

9. INFORMATION ITEMS

9.1 DPAC Meeting Minutes, April 8, 2019 50 - 52

10. ADJOURNMENT

ITEM 3.2 Action

TO: Committee of the Whole
FROM: Kevin Matheny, Teacher
SUBJECT: Field Trip Application for travel to Zambia and Botswana

Recommendation:

THAT the International Travel Application be reviewed and forwarded to the Public Board Meeting on May 21, 2019 for consideration.

Summary:

Sponsoring school: École Mission Senior Secondary

Travel Dates: March 11 – 29, 2020 (there will be 3 (three) missed instructional days: March 11,12 and 13)

Number of Students: 25-30 students in grades 10-12 (priority provided to grade 12 students)

Purpose of Travel: Global Education with Humanitarian practicum

Attachments:

- a. International Travel Application Form



ÉCOLE MISSION SENIOR SECONDARY SCHOOL

SCHOOL DISTRICT NO. 75 (MISSION)
32939 SEVENTH AVENUE, MISSION, B.C. V2V 2C5
mss.mpsd.ca

TELEPHONE: 604-826-7191
FACSIMILE: 604-826-8187

EXTENDED OR INTERNATIONAL TRAVEL APPLICATION FORM

Date Submitted:

1. Sponsoring School (s): Mission Secondary School
2. Destination: Zambia and Botswana
3. Departure and arrival times: March 11th- 29th 2020 – Flights to be determined
4. Date Excursion and Number of Instructional Days (if any): March 11th-29th, 2020 – there will be three missed instructional days (March 11th, 12th, and 13th)
5. Description of Activity (name of event if known; program / team involved; etc.): Global Education is a class with and humanitarian practicum. The core values of poverty are explored and an infrastructure project is planned in a location somewhere in the world. A cultural exchange will take place.
6. Number and Grade Level of Students: 25-30 students (class list still being finalized), Grades 10-12. Priority is given to grade 12 students first.
7. Plans for Curricular / Instruction / Assignment make-up: Assignments and curricular activities will take place while on the trip. Assignments will also occur during class time once the trip is completed.
8. Names of Supervisors (name and indicate whether parent of teacher):

Teachers : Kevin Matheny, Peter Anderson, Cyndie Anderson, Alison Fyles, Lorraine Mar, Mark Arends

No Parents are going on this trip.

9. Outline Past Experience of Supervisor(s) / Coach(es):

Kevin Matheny: 21 past Global Education Trips

Peter Anderson: 3 past Global Education Trips

Cyndie Anderson:

Alison Fyles: 2 past Global Education Trips

Lorraine Mar: 2 past Global Education Trips

Mark Arends: Has travelled to Africa before

Don Furugori (Richmond Teacher): 11 past Global Education Trips

10. Method of Travel and Names of Carrier(s): Airplane (TBD), Local Transportation, River Boat

11. APPROPRAITE FUNDING PRACTICES

- a. What is the total per pupil cost for the excursion? \$4000 approximately
- b. Of the total per person cost, how much is each pupil required to pay? \$4000
- c. What is the source of funds when there is a difference between (a) & (b)? Fundraising efforts will attempt to offset the overall costs.
- d. How much is each supervising staff required to pay? \$2000
- e. What is the total cost of the excursion? Project (a grade 3 classroom) \$8000. Travel costs for group \$140,000 overall costs for group expenses.
- f. If a tour agency has been used to assist in the arrangements, what is the name of the agency? Who is the contact person? Flight Center-Belinda (Phone) 604 495 8581
- g. If other agencies are contributing to costs of the excursion, please identity agencies and their estimated contributions. TU Insurance will donate insurance for the group (about \$3000). Flight Center will

be making a donation of a \$1500 gift card to support our fundraising efforts.

12. APPROPRAITE LIABILITY COVERAGE

a. Have arrangements been made to assure that all students and supervising staff have :

- i. Accident Insurance? Yes
- ii. Health Insurance? Yes
- iii. Cancellation Insurance? Yes

13. APPROPRIATE ACCOMMODATION ARRANGEMENTS

Describe the accommodation arrangements. (If your students are being billeted, a contact name is needed for each billet). Students will be staying in dorms, hotels and in mobile safari accommodations. No billeting will occur on this trip. Adult supervisors will be in the same accommodations as the students throughout the trip.

14. APPROPRIATE ACCOMMODATION ARRANGEMENTS

- a. What is the ratio of supervisor to student? 2.5 to 1
- b. What strategies have the supervisors / coaches planned to assure the safety and appropriate supervision of the students? Appropriate clothing will be mandatory to avoid prolonged exposure to the sun. Regular water breaks will occur. Move in groups. Strength in numbers. Try not to move around at night. Regular group meeting. Teachers also will have smaller groups (small groups within the large group). Students will not swim without a parent around. Students will be in groups while in shopping areas and adults will be present.

15. If travelling out of the country, what provisions have been made regarding proof of citizenship or immigration status? Students will have valid

passports and supervisors are given copies of passports as well as district permission forms signed by parents. The group will have direct contact with Canadian embassy.

16. APPROPRAITE PARENT INPUT

- a. Have parents been surveyed regarding their support for the trip? First Parent meet will occur before the end of the current school year.
- b. Will parents be asked to contribute either time or funds? (please explain). Parents will be asked to supply both. Global Education requires the full support of families in order to raise the needed funds for our project. We have numerous fundraising events that parents will participate in and support. The largest event will be in November 2019 when we host our annual dinner and auction.

17. APPROPRAITE USE OF THE INSTRUCTION / LEARNING TIME

What specific section of the curriculum is related to the excursion? This locally developed course has many cross curricular avenues to explore. Specifically, this course closely falls under Social Justice. The course has been designed to address the concerns facing the developing world as well as our own and to better understand the interconnectedness of all human beings. It was created to teach about global citizenship, which is:

- A way of understanding—how the world works, links between our own lives and those of people throughout the world.
- A way of seeing— social justice and equity, other people’s reality, diversity, interconnectedness, and the way that people can make a difference.
- A way of acting—exercising political rights, critical thinking, and challenging injustice

The aim of this curriculum is:

- It helps prepare students to be active, responsible citizens

- It helps engage students in the democratic process and to be aware of other cultures and different political ideas.
- To help others become aware of their capacity to effect change in their communities, society and the world.

- a. What are the learning outcomes planned for the excursion? To understand the idea of poverty and how it is connected throughout the world. To understand that we are all part of a global village and the interrelationships are critical to open-mindedness and compassion for other human beings.
- b. How will the students' success in achieving the outcomes be measured? There consistent and accurate evaluation included post trip interviews and reporting.
- c. Describe the educational preparation students will receive prior to the excursion. This class will meet on a regular bases to cover various topics (see course outline).
- d. What follow-up educational activities are planned for the students? Interviews, peer to peer presentations, community presentations and written response to questions about their international experience.
- e. What monitoring activities are planned during the excursion to assure that students are achieving the educational experience intended? We have several ways that this will occur. Informally through discussions. Group circle sharing, journaling, Rooming assignments that allow for students to discuss the events occurring around them.

18. APPROPRIATE USE OF STAFF TIME

- a. What evidence is there that the supervising staff has experience to assist the students in the educational outcomes intended? Kevin Matheny has done 21 past trips and has already been to both Zambia and Botswana. He also has completed his graduate diploma under the topic of Global Education. Two past trips from Mission Secondary have already occurred. The teaching staff that are also supervising

this trip have already had several experiences doing Global Education trips.

- b. If students regularly assigned to supervising staff will not be participating in the excursion, what measures have been taken to assure that the quality of instruction these children will receive during staff absence is suitable? This will not occur. Students going on this trip will participate in all activities.

19. APPROPRAITE STUDENT ACCESS

- a. What are the qualifying factors (if any) required of participating students? Proper behavior in school and in society.
- b. Have any students been excluded because of an inability to pay? No. All students are made aware of the cost well in advance of their commitment to the class.
- c. What arrangements have been made for students who require financial assistance? Sponsorship with individuals in he community.
- d. If substitute (TTOC) time is required, how will the cost be borne? Teachers will access Pro-D and Discretionary Days and the remaining will be covered within Mission Secondary School.

(NOTE: PLEASE ATTACH A COPY OF THE ITINERARY)

20. Signatures of the application



Principal:



Teacher Sponsor (s): (Name) – signature

Board / Superintendent (or Designate) Approval:

Date:

Global Education

Mission Secondary School
Mr. K. Matheny
Roadrunners to Zambia (and Botswana) -2019-2020
Course Outline

Welcome to Global Education at Mission Secondary! As you are already aware, this class and journey is like no other. Classes will be at lunch on Monday and Tuesday. There will also be some Saturday classes when we have a group fundraiser to complete.

The course has been designed to address the concerns facing the developing world as well as our own and to better understand the interconnectedness of all human beings. It was created to teach about global citizenship, which is:

- A way of understanding---how the world works, links between our own lives and those of people throughout the world.
- A way of seeing--- social justice and equity, other people's reality, diversity, interconnectedness, and the way that people can make a difference.
- A way of acting---exercising political rights, critical thinking, and challenging injustice

The aim of this curriculum is:

- It helps prepare students to be active, responsible citizens
- It helps engage students in the democratic process and to be aware of other cultures and different political ideas.
- To help others become aware of their capacity to effect change in their communities, society and the world.

Each of the three terms will be weighted equally. And the evaluation in each of these three terms will come in the form of:

1. Journal submissions (blogs)
2. Short research projects
3. Oral Presentation
4. Fundraising efforts
5. Article reviews
6. Video documentary reviews
7. Practicum - *Students must complete the March Practicum*

Below is a rough course outline: REPORTING PERIOD 1

Unit 1 - UNDERSTANDING THE CONCEPT OF GLOBAL EDUCATION AND THE STUDY OF THE UNIVERSAL CURRICULUM

Unit 2 - THE GEOGRAPHY OF DESIGNATED COUNTRY

REPORTING PERIOD 2

Unit 3 - HISTORY AND ECONOMICS

Unit 4 - RELIGION

Unit 5 - SOCIOLOGY AND ANTHROPOLOGY

Unit 6 - FIELD TRIP PREPARATION Medical review Documentation review (visas/passports) Conduct and group responsibilities Culture shock Establish a human support system PRACTICUM: MARCH

REPORTING PERIOD 3

Unit 7 - POST EXPERIENCE REPORTING, EVALUATION AND PRESENTATION

Unit 8 - STUDY OF INTERNATIONAL RELIEF ORGANIZATIONS

Unit 9 - COURSE ASSESSMENT

MESSAGE TO PARENT(S)/GUARDIAN(S):

Should you have any questions or concerns during the school year please contact me directly via email Kevin.Matheny@mpsd.ca or contact me at the school. I will reply to your email or return your call promptly. There is also an opportunity to speak at various Global Perspectives events as well as parent meetings.

STUDENT UNDERSTANDING:

I have read and understood the above information.

Student Name _____

Student Signature _____

Date _____

Parent /Guardian Reflection:

I have read and understood the above information.

Parent(s)/Guardian(s) Signature _____

Email contact: _____

Parent(s)/Guardian(s) Signature _____

Email contact: _____

Date _____

Roadrunners to Zambia (& Botswana) – March 11th – March 29th, 2020

Outbound: TBD

Inbound: TBD

Date	Destination	Transport	Schedule	Accommodations	Meal
2020-03-11 th Wednesday	YVR to	Train? Plane? Car?	In transit	In transit	Vancouver Airport** In flight
2020-03-12 th Thursday	In transit Zambia	In transit – bus	Arrive in Livingstone, Zambia	Jollyboy's Guest House	Bfast – In transit** Lunch – In Transit Dinner – Jollyboy's
2020-03-13 th Friday	Livingstone, Victoria Falls	Walk	Walking tour of Victoria Falls	Jollyboy's Guest House	Bfast – Jollyboy's Lunch – Zambezi Café** Dinner – Jollyboy's
2020-03-14 th Saturday	Mwandi Village	Local Bus	Transit to Mwandi Village – Welcoming Ceremony	Mwandi Village	Bfast – Jollyboy's Lunch – On Route Dinner – Mwandi Village

2020 - 03 - 15 th Sunday	Mwandi Village	N/A	Work Day (1)	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village
2020 - 03 - 16 th Monday	Mwandi Village	N/A	Work Day (2)	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village
2020 - 03 - 17 th Tuesday	Mwandi Village	N/A	Work Day (3)	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village
2020 - 03 - 18 th Wednesday	Mwandi Village	N/A	Work Day (4) OR Cultural Day - Activates in the village	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village
2020 - 03 - 19 th Thursday	Mwandi Village	N/A	Work Day (4) OR Cultural Day - Activates in the village	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village
2020 - 03 - 20 th Friday	Mwandi Village	N/A	Work Day (5)	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village

2020 - 03 - 21st Saturday	Mwandi Village	N/A	Work Day (6)	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village
2020 - 03 - 22 nd Sunday	Mwandi Village	N/A	Work Day (7)	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village
2020 - 03 - 23 rd Monday	Mwandi Village	N/A	Final Work Day (8)	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village
2020 - 03 - 24 th Tuesday	Mwandi Village	N/A	Dance Party with local community - snacks Pack and Closing Ceremony	Mwandi Village	Bfast - Mwandi Village Lunch - Mwandi Village Dinner - Mwandi Village
2020 - 03 - 25 th Wednesday	Chobe National Park	Bus / River Boat	Transfer to Thebe River Safari Safari	Thebe River Safari	Bfast - Mwandi Village Lunch - en route Dinner - Thebe River Safari
2020 - 03 - 26 th Thursday	Chobe National Park	Jeep / River Boat	Safari	Thebe River Safari	Bfast - Thebe River Safari Lunch - Thebe River Safari Dinner - Thebe River Safari

2020 - 03 - 27th Friday	Livingstone	Local bus	Day shopping / Sightseeing	Fawity Towers in Livingstone	Bfast - Thebe River Safari Lunch - In Livingstone** Dinner - Fawity Towers
2020 - 03 - 28th Saturday	In Flight	Flights: ???	In Transit	In Transit	Bfast - Fawity Towers Lunch - In flight
2020 - 03 - 29th Sunday	In Flight	Flights: ???	In Transit	In Transit	On route

Emergency Contact Procedures:

1. Questions to ask yourself in an emergency.
 - A. Is it a true emergency?
 - B. Do I want this to disrupt my child's trip to Zambia?
 - C. By contacting my child will it solve the emergency?
2. Contact Mission Secondary School - Office Staff - 604-826-8187
3. The office staff can get in touch with the Administration for the school who can contact Mr. Matheny in Zambia.
4. Contact Kevin Matheny - kevmatheny@gmail.com or through WhatsApp - 604-312-7283

5. Be aware of the fact that it might take time to receive an answer. It is a different time zone and the internet is not set up the same way it is here. Remember – It is not an instant world everywhere.
6. Don't panic if you don't hear back. The teaching staff will be checking messages regularly.
7. If there is a problem in Zambia we will get in touch with you (best option contact list).

ITEM 4.1/ 4.2 Information

TO: Committee of the Whole
FROM: L. Jepsen, Assistant Superintendent
SUBJECT: Curriculum Update

The Curriculum Update will include two presentations:

- 4.1 Shauna Nero - Vice Principal Ecole Mission Central along with several students will present the school's Applied Design, Skills, and Technologies (ADST) project as well as share the positive influence of Carnaval on school culture.
- 4.2 Rebekah Stenner - Math Mentor Teacher will provide an update on Jump Math implementation and the "Thinking Classrooms" initiative that has provided teachers and students with an engaging strategy to improve student learning, confidence, and collaboration skills.

ITEM 6.1 Information

TO: Committee of the Whole
FROM: A. Wilson, Superintendent
SUBJECT: Superintendent's Update

Summary:

The Superintendent will provide an update on the following items:

1. Riverside Electrical Program moving onsite
2. Dewdney parking
3. Inclusion walkway at School Board Office
4. Boundary Review

Committee of the Whole Meeting

Tuesday, May 7, 2019



ITEM 6.2 Information

TO: Committee of the Whole
FROM: S. McLeod, Principal
SUBJECT: Stave Falls Update

Summary:

The official opening ceremony for Stave Falls Elementary School is scheduled for Wednesday September 4, 2019. In addition, Stave Falls Elementary will be hosting a Homecoming event in partnership with Mission Community Days. This event is scheduled for September 27, 2019. The School District has shared dates with partner groups and community groups.

Year to Date Operating Expenses – Stave Falls Elementary

	2018-19 YTD
	Apr 30, 2019
Salaries	99,906.18
Benefits	20,050.61
Services	2,187.42
Supplies	350.39
Utilities	12,212.48
Total	134,707.08

Facilities progress Update

1. Interior Lighting Control is 90% complete.
2. Interior Lighting Fixture repair/ replacement 65%
3. Audio Visual Room is 100% complete
4. Building Automation Controls Version 3 Hardware Upgrade and VAV Rebuild 85% complete
5. IT communication room preparation 30%
6. Interior Painting 75%
7. Interior Cleaning 40% complete
8. Storage removal 70%
9. Flooring preparation and carpet removal 85%
10. Exterior Lighting Replacement 75% complete
11. Ventilation System Cleaning at 85% complete
12. Grounds (Site Preparation) 25% complete
13. Treatment Plan re and re estimates to be finalized next
14. Work on Little Willows Daycare has started and is at 25%

May Update from Principal Sue McLeod:

Registration: 40 officially in MYED and waiting for some paperwork from four (4) more for a total of 44.

Little Willows Early Learning Childcare Center will be opening in Stave Falls September, 2019. They are receiving many calls. The infant/toddler program was almost full in two days.

We are in the process of ordering items for the school now that we have new purchasing agent. We have been exploring extra items in the school district that can be repurposed (i.e. tables, chairs, teacher desks).

Staffing and configurations are in process based on current registrations.

ITEM 6.3 Information

TO: Committee of the Whole
FROM: J. Marshall, Manager of Transportation
SUBJECT: Stave Falls Elementary Bus Route

Stave Falls Bus Routes

- There will be two buses servicing the Stave Falls catchment for 2019 – 2020:
 - One from the bottom of Wilson St up to Stave Falls.
 - One over the top from Dewdney Trunk Rd to Stave Falls.
- There is no additional staffing costs for these two buses.
- The buses will be dropping off at Stave Falls between 7:45-7:50 a.m. to accommodate getting students to Hatzic Middle School & Mission Secondary School on time. This drop-off time is in line with the school in the East – Deroche Elementary.

Courtesy Riders

- There is an Elementary walk limit of 3.2 km. All but 2 of the students in the Stave Falls area live within the walk limit. In accordance with policy all but the 2 students would be considered a courtesy rider if busing was provided, with a fee of \$400 per year. Staff are currently reviewing the walk routes and Dewdney Trunk for any safety concerns.
- We would be able to offer a courtesy ride to families in the Steelhead area if these students are picked up at Dewdney Trunk Rd & Cardinal St.
- Some families living in town could be offered a courtesy ride if on route. However, this would be a very early pick-up as the buses leave the yard by 7:05 a.m.

Other Considerations

- There is no option for grandfathering busing to Silverdale Elementary without having to drop students at Stave Falls by 7:35 a.m. or adding another bus and driver at the approximate cost of \$200,000.
- There will still be some adjusting of routes and times once the outcome is known for the need to transport Heritage Park Middle School students who attended Hillside Elementary.

ITEM 6.4 Information

TO: Committee of the Whole
FROM: L. Jepsen, Assistant Superintendent
SUBJECT: Myed - Elementary Attendance Input

Summary:

Myed has been the student information system for Mission Public Schools for a number of years. Middle and Secondary teachers use the student attendance dashboard to track student attendance and it will be beneficial for Elementary teachers do the same. Each teacher has a laptop and the process is quick. Benefits include a more seamless process to ensure student attendance is recorded accurately with a reduction in data entry errors and clerical time.

Instructions for Teacher taking attendance:

1. Teacher logs on
2. Click on Attendance top tab
3. Click on the "A" button if student is absent
4. Click on Post button when done.

Attachments:

1. Screen capture of attendance dashboard in Myed

ITEM 6.5 Action

File No. 0010

TO: Committee of the Whole
FROM: Board of Education
SUBJECT: Strategic Plan - DRAFT

Recommendation

That the draft Strategic Plan for 2019-2022 be reviewed and discussed;

That feedback on the Strategic Plan be solicited from partner groups, students, and the public;

That the Strategic Plan and the feedback received be returned to the June Committee of the Whole for further consideration.

Summary:

The Board of Education completed a draft Strategic Plan for 2019 – 2022, aligning MPSD priorities with the Ministry’s vision for student success. With this in mind, the Board identified five strategic priorities, each priority includes specific goals, strategies that will assist with achieving the goals, and measures to assist with evaluation.

Implementation:

1. Feedback solicitation – May 8 – May 24, 2019
2. Committee of the Whole Review – June 4, 2019
3. Board review – June 18, 2019
4. Implementation initiation – September 2019

Attachments:

1. Strategic Plan 2019 – 2022 DRAFT



2019 – 2022
strategic plan

DRAFT

We begin our Strategic Plan by acknowledging and honouring the traditional territory and history of the Stó:lō people. We also acknowledge and honour the four traditional territories of the following First Nation communities:

Qwó:ltl'el First Nation

Matheqwí First Nation

Leq'á:mel First Nation

Sq'éwlets

Mission Public School District also appreciates the vital role of all Indigenous peoples, groups and associations, residing within the school district, or involved in, or connected to Fraser Valley Métis Association, Lower Stat'limx Nations Métis Nation of British Columbia, and the Mission Friendship Centre.

We also acknowledge the traditional teachings of the Elders and the wisdom of their Indigenous Cultures.



The Board of Education is responsible for effective governance of the Mission Public School District. The Board sets the operating and governance framework for the organization and is accountable to the Ministry of Education, the public, and education partners.

The Board, working closely with the Superintendent, is committed to working strategically and cooperatively recognizing the need for productive working relationships.

The Board will operate in a respectful, transparent, and fiscally responsible manner, engaging the community and partners in the decisions of the Board. The Board values the collaborative working relationships that are growing among all education partners, parents, and the community.

The Board will continue to nurture these relationships by providing opportunities for meaningful dialogue and collaboration as we move forward with our goal of providing high quality inclusive learning

environments that will result in greater success for our students.

This document details the Board's objectives for Mission Public Schools to:

- Support *Honouring Culture & Territory*;
- Promote *Student Centred Learning*;
- Build *Quality Teaching & Leadership*;
- Create *Effective Learning Environments*; and
- Focus on being *Future Oriented*.

The Board will also continue to advocate for enhanced public education in Mission, ensuring that the School District needs are held paramount as mandated by the School Act.

The Board's specific goals for each objective can be found further on in this Strategic Plan and are intended to ensure that Mission Public Schools continues to be a fantastic place to learn, work, and grow.

Our Vision

Mission Public School students are educated global citizens who embrace diversity and are prepared for the future.

Our Mission

Mission Public School District is committed to a safe, equitable, and inclusive educational system for ALL students. Mission students benefit from our diverse community, skilled staff, natural environment, and local history. We are dedicated to honouring student voice and empowering our students to reach their potential.

OUR VALUES

WORKING TOGETHER



LIFELONG LEARNING



THINKING BEYOND TODAY



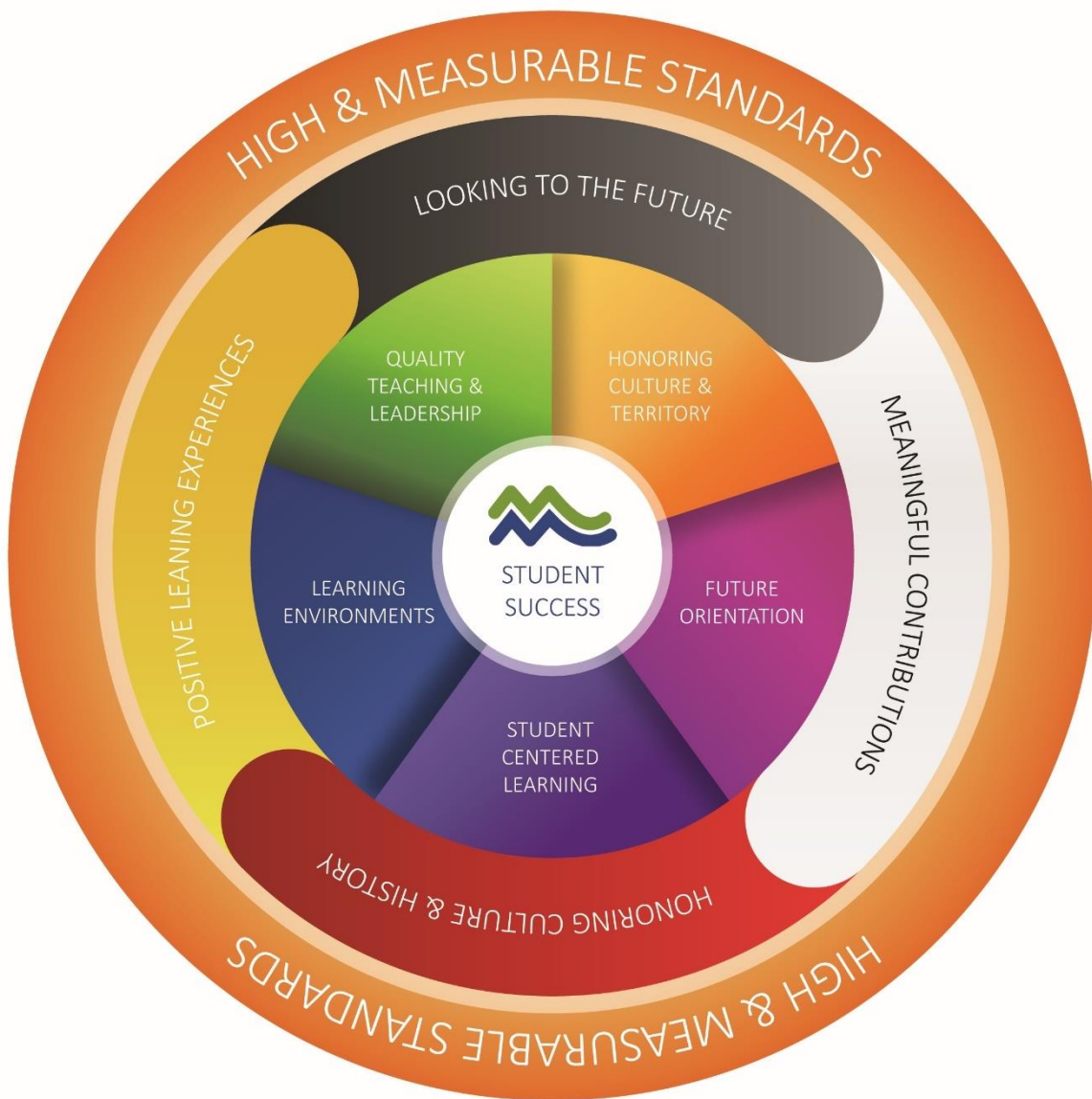
DOING THE RIGHT THING



Strategic Priorities

The Mission Public School District supports the development of the educated citizen, to “enable learners to develop their individual potential and to acquire the knowledge, skills, and attitudes needed to contribute to a healthy society and a prosperous and sustainable economy.” (Ministry of Education, 2019)

The Board has aligned its strategic priorities with the Ministry’s vision for student success.



Objective: Honouring Culture & Territory

Mission Public Schools is privileged to exist on the unceded, traditional, and shared territories of the Leq'á:mel, Matheqwí, Qwó:ltl'el, and Sq'éwlets peoples. We are cognisant of this debt, and our obligations to work with First Nations partners to work in the best interests of their culture and people. Mission Public Schools is also conscious of the presence of a former residential school, St Mary's, in the area, adding a further obligation to our duties to reconcile with Indigenous communities.

Goals	<ol style="list-style-type: none"> 1. Equitable education outcomes for all Indigenous students in Mission Public Schools 2. Halq'emeylem language expanded 3. Stó:lō Culture integrated into all schools
Strategies	<ol style="list-style-type: none"> 1. Embed Indigenous Worldviews and Perspectives, specifically of the Stó:lō, into the curriculum using best pedagogical practices 2. Provide a variety of supports for students of Aboriginal ancestry 3. Ongoing support for our Enhancement Agreement 4. Local Education Agreements, as requested
Measures	<ol style="list-style-type: none"> 1. Increase in % of students exposed to Halq'emeylem 2. Six-year completion rates 3. Student surveys

Objective: Student Centred Learning

Students benefit from more flexibility and choice of how, when, and where their learning takes place. It also means offering a greater variety of pathways to graduation and more opportunities for hands-on learning. (Ministry of Education, 2019)

- Goals:**
1. Positive Learning Experiences
 2. Provide choice of how, when, and where student learning takes place
 3. Students and Teachers collaborate in the learning environment
- Strategies:**
1. Encouraging Student Engagement and Feedback
 2. Offer financial support for programs of choice - personalised learning
 3. Community engagement and program oversight
- Measures:**
1. Annual surveys of student satisfaction on flexibility and choice; various student engagement opportunities
 2. Enrolment statistics in varied programs / courses

Objective: Quality Teaching and Leadership

Great teachers and educational leaders have always been the key to student success. The critically important role of teachers in a student’s life will be constantly evolving to adapt to the rapidly changing context in children’s lives. Teachers will act as guides and coaches for learning for all students, including those with diverse learning needs. (Ministry of Education, 2019)

- Goals:**
1. Highly competent staff in all positions in the School District
 2. Teachers adapt to the rapidly changing educational environment and needs of students
 3. Teachers act as guides and coaches for all students.
- Strategies:**
1. Financial support of curriculum
 2. Providing professional learning and collaboration opportunities for staff to support students
 3. High standards for recruitment and retention
 4. Ongoing quality evaluation processes for all educational staff
 5. Growth Plans for Educational Leaders
- Measures:**
1. Engagement/participation in Learning Series
 2. Financial commitment to teacher mentoring, leadership, collaboration, and professional learning opportunities
 3. Continued implementation of Technology plan
 4. Review of Growth Plans

Objective: Effective Learning Environments

We will foster inclusive learning environments where all students feel that they are safe and belong - physically and emotionally - and where all students are inspired to explore their personal strengths and interests. To offer healthy learning environments where students, families, and educators can focus on supporting students achieve their learning outcomes, we will continue to enhance the construction of modern learning environments, enable flexible and virtual learning delivery, and enhance our efforts on physical literacy and best practices on nutrition. (Ministry of Education, 2019)

- Goals:**
1. Welcoming, healthy, and safe working and learning environments
 2. Students and employees embrace physical, mental, and emotional wellness
 3. Every school is inclusive
 4. Every school is accessible
- Strategies:**
1. Foster empathy and understanding in staff and students for diverse learners
 2. Develop mental health programs in collaboration with external organizations
 3. Incorporate physical literacy and health programs
 4. Inventory accessibility issues at every site, and develop plan to remedy as necessary
 5. Continue to advocate for new facilities
 6. Full implementation of any/all Worksafe recommendations
- Measures:**
1. Continuous review of Facilities renewal
 2. Mental Health Initiatives

Objective: Future Orientation

Due to the pace of social, economic, and environmental change, there is a greater need for all students to have essential skills, adaptability, global competencies and citizenship, and ultimately successful transition to employment. Our education system will enhance our efforts to prepare all students for lifelong learning, the use of technology, and graduation with practical expectations informed by employers, community organizations, and post-secondary institutions.

- Goals:**
1. Students are flexible, adaptable, and resilient
 2. Students embrace diversity in a complex and pluralistic society
 3. Learning environments provide contemporary tools to assist learning and skill development
- Strategies:**
1. Utilize contemporary teaching and thinking practices to encourage student critical thinking and flexibility
 2. Application of technology to enhance learning across curricular areas
 3. Encourage programming that exposes students to the local and global community
- Measures:**
1. Degree of technology used in the learning environment
 2. Graduation rates and post-secondary participation
 3. Student Survey on community engagement

Item 7.1 Action

TO: Committee of the Whole
FROM: S. Carter, Trustee
SUBJECT: Motion re: Accessible School Playgrounds

Recommendation

THAT the following motion be considered and forwarded to the Public Board meeting on May 21, 2019 for consideration:

THAT Staff determine the feasibility and cost of upgrading all Mission Public School playgrounds to be accessible for “All” students and return a report to the Board for consideration.

Rationale:

Our playgrounds are not closed before or after our bell to bell timeline. This motion demonstrates that the Board is an advocate for inclusiveness for our whole community. Accessible playgrounds can be defined as: creating wide paths between playground equipment so all children can walk or roll between playground equipment; creating surfacing which is easy to use with crutches, wheelchairs and other mobility devices; and creating wheelchair accessible playground ramps and systems.

ITEM 7.2 Action

TO: Committee of the Whole
FROM: S. Carter, Trustee
SUBJECT: Extending the CotW meeting time

Recommendation:

**That the following motion be considered and forwarded to Public Board meeting on May 21, 2019:
That the Board amend Policy #50, section 1.5.5 from meetings will not proceed past 6:00 pm to
meetings will not proceed past 6:30 pm.**

Rationale:

The timeline that we have in place is not sufficient for meaningful and thorough discussions with certain agenda items. There will be instances where discussion will be short, and the meeting will finish early. Increasing the meeting time to three (3) hours can relieve time constraints when considering feedback from partner groups and members of the public.

Attachments:

1. Policy #50 Board Meeting Procedures

Section:	Governance	
Title:	Board Meeting Procedures	50

Purpose

The provisions of this policy outline the conduct and procedures for meetings of the Board of Education and Committees of the Board.

General Policy

The business of the Board of Education will be conducted in accordance with the procedures outlined in this policy in an open and transparent manner whenever possible, with the exception of issues that are to be discussed in a Closed meeting as outlined in this policy.

Procedures

1. Meetings

1.1 Inaugural

- 1.1.1 The inaugural meeting of the Board of Education (the “Board”) will be open to the public and be held on the third Tuesday in November of an election year (every four years);
- 1.1.2 The purpose of the Inaugural meeting is for the Trustees;
 - 1.1.2.1 To make a prescribed oath of office, by oath or solemn affirmation; and
 - 1.1.2.2 To elect the Chairperson (“Chair”) and Vice-Chairperson (“Vice-Chair”) of the Board.
- 1.1.3 The Secretary Treasurer will give notice of the Inaugural meeting.
- 1.1.4 Each Trustee will take the oath of office immediately after the meeting is called to order.
- 1.1.5 The Secretary Treasurer will act as the Chair of the meeting until the Board Chair is elected.

1.2 Organizational

- 1.2.1 The organizational meeting of the Board will be open to the public and be held at the Regular Board meeting in December other than in an election year.
- 1.2.2 The purpose of the organizational meeting is to elect the Chair and Vice-Chair of the Board for the following year.
- 1.2.3 The Secretary Treasurer will give notice of the organizational meeting.
- 1.2.4 The Secretary Treasurer will act as the Chair of the meeting until the Board Chair is elected.

1.3 Regular

- 1.3.1 The purpose of the Regular Board meeting is to conduct the business of the Board.
- 1.3.2 All Regular meetings will be open to the public.
- 1.3.3 Regular Board meetings are held according to a schedule approved by the Board each June, generally to be held at 6:30 p.m. on the third Tuesday of a month.
- 1.3.4 The Board may, by motion, alter the schedule as deemed appropriate.
- 1.3.5 Meetings will not proceed past 9:00 p.m. unless a motion to extend the meeting is passed by a minimum two-thirds (2/3) majority of the Trustees present.

1.4 Special

- 1.4.1 Occasionally, unanticipated or emergent issues require immediate attention and/or action. The Board Chair, the majority of the Trustees in writing, or the Superintendent in consultation with the Chair, may call a Special meeting of the Board.
- 1.4.2 The Board may, by unanimous consent of all the Trustees, waive notice and hold a meeting at any time. Such consent will be noted in the minutes of the meeting.
- 1.4.3 Unless considering an issue that is subject to being dealt with in a Closed meeting, all Special meetings are open to the public.
- 1.4.4 No business other than that for which the meeting was called will be discussed without unanimous consent of the Trustees.
- 1.4.5 All Trustees must be notified at least forty-eight (48) hours in advance of a Special meeting.
- 1.4.6 Whenever practicable, the notice of the meeting should contain an Agenda, as well as supporting documentation for the items to be discussed.

1.5 Committee of the Whole

- 1.5.1 Committee of the Whole meetings are to seek clarification on issues, to obtain input from the public, or to provide information to the public. The Committee of the Whole will make recommendations to the Board for consideration and decision.
- 1.5.2 All Trustees are members of the Committee of the Whole.
- 1.5.3 Unless considering an issue that is subject to being dealt with in a Closed meeting, all Committee of the Whole meetings are open to the public.
- 1.5.4 Committee of the Whole meetings are held according to a schedule approved by the Board each June, generally to be held at 3:30 p.m. on the first Tuesday of a month.
- 1.5.5 Committee of the Whole meetings will not proceed past 6:00 p.m. unless a motion to extend the meeting is passed by a minimum two-thirds (2/3) majority of the Trustees present.

1.6 Closed

- 1.6.1 As per Section 69 of the *School Act*, if, persons other than Trustees may be excluded from a meeting. The Secretary Treasurer or designate must be present at the time that a decision of the Board is rendered and must record any decision.
 - 1.6.2 Unless otherwise determined by the Board, meetings will be closed to the public:
 - 1.6.2.1 For legal issues when confidentiality is necessary;
 - 1.6.2.2 For student and personnel issues where information related to specific identifiable individuals is presented;
 - 1.6.2.3 For property issues where negotiations in the public could harm the interest of the School District;
 - 1.6.2.4 For the provision of services where negotiations in the public could harm the interest of the School District; and
 - 1.6.2.5 To discuss with the Auditor the Auditor's report on the annual financial audit.
 - 1.6.3 The Board will only discuss the matter which gave rise to the Closed meeting.
 - 1.6.4 Closed Board meetings are held as needed, prior to a Regular or Committee of the Whole meeting.
 - 1.6.5 No Trustee or staff will disclose the proceedings of a Closed meeting unless a resolution has been passed at the Closed meeting allowing disclosure of a particular motion or action.
 - 1.6.6 In accordance with Section 72(3) of the *School Act*, the Board will prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a Closed meeting.
- 1.7 Advisory Committees
- 1.7.1 The Board may establish advisory committees for specific purposes.
 - 1.7.2 Advisory committees must have at least five members comprised of at least one Trustee, members of the public or partner groups, or others as determined by the Board. Any and all Trustees may attend any or all Advisory Committee meetings.
 - 1.7.3 The Advisory Committee members will elect a Chair and Vice Chair at the first meeting of the committee.
 - 1.7.4 A staff member will be appointed by the Superintendent as a staff liaison for the committee.
 - 1.7.5 All advisory committees must operate under terms of reference approved by the Board and the meeting procedures outlined in this policy.

2 Election of Chair and Vice-Chair

- 2.1 At its inaugural meeting following a general local election, and for each organizational meeting in December of the following three years, the Board will elect one of its members to serve as Board Chair and one of its members to serve as Vice-Chair for the following year.
- 2.2 Process for Election of Chair and Vice-Chair:
 - 2.2.1 The Secretary Treasurer will call three times for nomination for the position of Board Chair.

- 2.2.2 Any Trustee may be nominated by any Trustee. No seconder is required.
- 2.2.3 After all nominations have been received the Secretary Treasurer will ask for a motion for nominations to cease.
- 2.2.4 Nominees will be asked in alphabetical order if they accept their nomination.
- 2.2.5 If there is more than one nomination, all nominees will be provided an opportunity to speak to their nomination for the position.
- 2.2.6 The Secretary Treasurer will conduct a vote by ballot (unless a nominee is acclaimed to the position of Chair).
- 2.2.7 If more than two nominations are received, the person receiving a clear majority of votes will be elected Board Chair for the ensuing year.
- 2.2.8 Balloting will continue until one Trustee receives a clear majority of votes. The name of the Trustee receiving the least votes will be dropped from the list of nominees for each succeeding ballot. In the event that two Trustees are tied for the least number of votes and there is not a clear majority of votes, a special ballot will be taken for the purpose of determining which name is to be dropped.
- 2.2.9 If no person receives a clear majority, further ballots will be taken until a clear majority is achieved or if after at least four ballots a tie continues to occur the election will be decided by a lot draw.
- 2.2.10 Upon completion of the voting for the Chair, the Chair will continue with the same process for the election of Vice-Chair.
- 2.2.11 A motion to destroy the ballots following any voting will be requested.

3. Agenda

- 3.1 Items may be placed on the Agenda in one of the following ways:
 - 3.1.1 By notifying the meeting Chair at least seven (7) days prior to the meeting.
 - 3.1.2 By notice of motion at the previous meeting.
 - 3.1.3 As a request from a committee of the Board.
 - 3.1.4 As outlined in items 3.3, 3.4 and 3.5.
- 3.2 The Agenda Setting Committee, consisting of the meeting Chair, Vice-Chair, Superintendent and Secretary Treasurer, will review items and establish the Agenda for each meeting. The Agenda items will be generally set as follows:
 - 3.2.1 Approval of Agenda
 - 3.2.2 Acknowledgment of First Nations Territory
 - 3.2.3 Delegations / Presentations
 - 3.2.4 Unfinished Business
 - 3.2.5 Staff Reports
 - 3.2.8.1 Education
 - 3.2.9.2 Business

- 3.2.6 New Business
- 3.2.7 Minutes of previous meeting(s),
- 3.2.8 Information Items
- 3.2.9 Correspondence
- 3.2.10 Committee Minutes and Liaison Reports
- 3.2.11 Announcements
- 3.2.12 Question Period
- 3.2.13 Adjournment

- 3.3 Issues that require action may arise after the Agenda has been prepared. The meeting Chair will ask for additions to and/or deletions from the Agenda prior to asking for a motion to approve the Agenda. Changes to the Agenda are to be approved by the majority of those Board or Advisory Committee members present.
- 3.4 The meeting will follow the order of business set by the Agenda unless the order is altered or new items are added by agreement of the Board or Committee Members.
- 3.5 During the course of the meeting, the majority of Trustees or Committee members present may request that items be placed before the Board or Committee for discussion and / or action or to provide direction.
- 3.6 The Agenda will be supported by copies of letters, reports, contracts and other materials as are pertinent to the business of the Board or Committee.
- 3.7 The Agenda information package, containing the Agenda and supporting information, will be distributed to each Trustee and Committee members at least four days in advance of meetings.

4 Notice of Meetings

- 4.1 Notice of meetings will be posted on the School District website at least seven (7) days before a regularly scheduled meeting and, if possible, at least forty-eight (48) hours before a Special meeting.
- 4.2 Agendas for meetings that are open to the public will be posted on the School District website at least 48 hours before a meeting.

5 Quorum

- 5.1 A meeting quorum is three (3) of the five (5) Trustees, the majority of the Trustees holding office at the time of the meeting of the Board if less than five (5) Trustees are on the Board, or the majority of Committee members present.
- 5.2 If a quorum is not present thirty (30) minutes after the time appointed for the meeting, then the meeting will stand adjourned to a date to be fixed by the Chair, or until the next scheduled meeting. The Secretary Treasurer or recorder will record the names of the Trustees or Committee members present at the expiration of the thirty minutes.

6 Electronic Participation in Meetings

- 6.1 To ensure quorum is achievable, electronic participation in Board, Committee of the Whole, and Advisory Committee meetings will be supported when voting and non-voting members are unable to attend in person.
- 6.2 Electronic participation includes telephone, video, audio, or other electronic conferencing devices.

7 Rules of Order

- 7.1 In all meetings of the Board, this policy governs points of order and procedures not provided for or specified by the *School Act*. Where there is an inconsistency, the *School Act* will apply. For situations not addressed by the *School Act* or policy, 'Robert's Rules of Order' will prevail.

8 Motions

8.1 Notice of Motion

- 8.1.1 The notice of motion serves to put an item on the Agenda of the next or a future Regular meeting and gives notice to all Trustees of the item to be discussed. A notice of motion is not debatable and may not be voted on.

8.2 General

- 8.2.1 Before a motion is made, an opportunity will be provided for questions and clarification.
- 8.2.2 All matters for decisions will be by a motion that has been moved and seconded before debating.
- 8.2.3 All comments and discussion are to be addressed to the meeting Chair.
- 8.2.4 Motions are to be phrased in a clear and concise manner to express an opinion or to achieve a result. A preamble does not form part of a resolution.
- 8.2.5 The Chair or recording secretary may request that the mover put the motion in writing.
- 8.2.6 The meeting Chair may divide a motion containing more than one subject if the Chair believes this would produce a fairer or clearer result. The divided motion will be voted on in the form in which it is divided.
- 8.2.7 A motion to table is not debatable other than as to propriety. There is no set time limit.
- 8.2.8 A motion to postpone is debatable. It can be postponed indefinitely or to a certain time.
- 8.2.9 Before the motion is stated by the Chair, a motion may be withdrawn or modified by the mover without the consent of anyone. Once the motion has been stated by the Chair, it belongs to the assembly and a majority vote is needed to withdrawal the motion.
- 8.2.10 An amendment to a motion does not require notice. Only one amendment to an amendment will be allowed. The amending motion must be dealt with before the original amendment is decided. An amendment may not change the intent of the original motion.
- 8.2.11 All motions to amend Board policy will be submitted in writing to the Secretary Treasurer and presented to the Board at the Regular meeting immediately preceding the meeting at which they are to be discussed (Notice of Motion). The written Notice of Motion to amend Board policy will contain the proposed action and rationale.

8.3 Reconsideration and rescinding

- 8.3.1 No motion other than to postpone consideration of a question, or a procedural motion, will be repeated during the school year (July to June) except by the reconsideration or rescinding process.
- 8.3.2 A motion to reconsider cannot be applied to an action that cannot be reversed; for example, entering into a contract.
- 8.3.3 A motion to reconsider a motion must be made within thirty (30) days of the original motion being voted upon and by a member who voted on the prevailing side.
- 8.3.4 No motion can be reconsidered twice in a school year.
- 8.3.5 A motion to rescind will be considered only if a notice has been given at the previous meeting or in the call for the present meeting. A motion to rescind may be moved by any Trustee, regardless of the original vote.

9 Debate

- 9.1 Debate must be strictly relevant to the motion.
- 9.2 No person will speak until recognized by the Chair.
- 9.3 A motion must be made by a Trustee who has the floor while no question on a motion is pending. The maker of the motion, if he/she desires may speak first.
- 9.4 No Trustee will speak for a period in excess of five (5) minutes at one time.
- 9.5 Subject to the discretion of the Chair, no person will speak to a motion more than twice unless a motion to extend the debate is carried, except the mover of the motion who will have the right to reply after all Trustees who wish to speak have spoken.
- 9.6 No Trustee will interrupt another Trustee who has the floor except to raise a point of order or a point of privilege.
- 9.7 A matter of privilege (a matter dealing with the rights or interests of the Board as a whole or of a Trustee personally) may be raised at any time and will be dealt with before resuming business.
- 9.8 Debate may be closed by a motion to end debate. The motion must be seconded, it is not debatable, and it must be passed by a minimum two-thirds (2/3) majority vote.

10 Voting

- 10.1 No decision of the Board will be valid or binding unless voted on during a Regular, Closed, or Special Board meeting.
- 10.2 All Trustees present at a meeting are expected to vote; although, a Trustee must abstain from voting if he/she has a conflict of interest by reason of having a direct pecuniary interest in a vote (*School Act*, Section 58). A Trustee may also abstain from voting if he/she states at the meeting her/his reasons thereon prior to a vote being taken.
- 10.3 Voting will be conducted by a show of hands. Only the results will be recorded, unless a Trustee requests that names be recorded. If a record of names is requested, only negative votes and abstentions will be recorded. Upon request, where a conflict exists, the reason(s) for an abstention will be recorded.
- 10.4 All questions will be decided by a majority of the votes of the Trustees present and voting except as otherwise provided by this policy or the *School Act*.

- 10.5 In the case of a tie vote for and against a motion, the motion fails.
- 10.6 Where an interpretation is required, the question on the motion will be postponed until the following meeting or, if emergent, to the end of the meeting to allow staff to research the appropriate interpretation based on 'Robert's Rules of Order'. The resulting interpretation may require a change to this policy and, if so, this will be done by notice of motion. A notice of motion to update this policy will be made subsequent to the question at hand being dealt with.

11 Public Participation

11.1 Delegations

- 11.1.1 The Board will receive representations and delegations on any subject pertinent to Board business provided the item has been placed on the Agenda.
- 11.1.2 Requests to present will be made in writing to the Secretary Treasurer or designate seven (7) days prior to a board meeting. In order to assist delegations with their presentations, "Guidelines for Delegations", will be made available at the time the request to present is made. Delegations may be referred to a Committee of the Whole or a Closed meeting if necessary.
- 11.1.3 The delegation must identify a contact and spokesperson to present the information to the Board.
- 11.1.4 Regular meeting delegations and presentations will be limited to ten (10) minutes. Information presentations greater than ten (10) minutes will be scheduled for a Committee of the Whole meeting.
- 11.1.5 Any presentations will be taken under advisement. The Board may take action after due deliberation, refer the item to the Committee of the Whole, an advisory committee, or to staff for review or action.
- 11.1.6 At the discretion of the Board, an individual or group may appear before the Board at a Regular meeting without prior notice
- 11.1.7 The Board or Committee reserves the right to limit the number of delegations appearing at a particular meeting.

11.2 Questions

- 11.2.1 Questions that relate to Regular meeting Agenda items may be asked by members of the public and the media. Question period will be restricted to questions only - statements and debate will not be permitted.
- 11.2.2 At the discretion of the Board Chair, questions will be limited to one (1) minute per person.
- 11.2.3 At the discretion of the Board, questions may be answered or referred to staff for review and response. The Board will not debate questions.

11.3 Committees

- 11.3.1 Committee meetings are less formal meetings designed to facilitate greater public participation and discussion on important issues. The meeting Chair will manage the conduct of the committee meetings to support public participation in the discussions.

12 Minutes

- 12.1 The Board will maintain and preserve a record of its proceedings and resolutions. The recording of minutes will include:
 - 12.1.1 Date, time and place of meeting;
 - 12.1.2 Type of meeting (Regular, Special, Closed, Committee of the Whole or Advisory Committee);
 - 12.1.3 Name of meeting Chair;
 - 12.1.4 Names of those Trustees and District Education Office staff in attendance;
 - 12.1.5 Approval of preceding minutes;
 - 12.1.6 Resolutions and recommendations;
 - 12.1.7 Points of order and appeals;
 - 12.1.8 Approval of committee minutes and reports;
 - 12.1.9 Summary of Board liaison appointment reports;
 - 12.1.10 Announcements; and
 - 12.1.11 Trustee declaration pursuant to section 56, 57, or 58 of the *School Act*.
- 12.2 The minutes will:
 - 12.2.1 Be prepared as directed by the Secretary Treasurer;
 - 12.2.2 Be considered an unofficial record of proceedings until such time as adopted by a resolution of the Board; and
 - 12.2.3 Be the official and sole record of the Board's business, upon adoption by the Board.
- 12.3 The Secretary Treasurer will:
 - 12.3.1 Ensure, upon acceptance by the Board, that appropriate signatures are affixed to the concluding page of the minutes;
 - 12.3.2 Establish and maintain a file of all Board minutes and maintain a record of all motions.
- 12.4 All committees of the Board, unless otherwise directed, will prepare and submit minutes to the Board.
- 12.5 Upon adoption by the Board, the minutes will be open to public scrutiny at the Board office at all reasonable times.
- 12.6 Copies of the minutes adopted by the Board will be added to the School District website.

Date of Board Approval: December 13, 2016

Date Amended:

Legal Reference: School Act, Sections 65 – 72

ITEM 7.3 Discussion

TO: Committee of the Whole
FROM: S. Carter and R. Cairns, Trustees
SUBJECT: Emergency Preparedness

Summary:

The purpose of emergency preparedness is to allow Mission Public Schools to plan in case of natural disasters or man-made events and respond to and recover from disasters.

A few questions are presented for further discussion:

What is in place? What are the school policies? Is there a Board policy? Is the data protected and is there a procedure for it?

School District #75 (Mission)

Public Meeting of the Committee of the Whole Minutes

April 9, 2019, 3:30 pm

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

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

Members Absent: Trustee, Rick McKamey

Staff Present: Superintendent of Schools, Angus Wilson
Secretary Treasurer, Corien Becker
Assistant Superintendent, Larry Jepsen
Assistant Secretary Treasurer, Derek Welsh
District Principal of Aboriginal Education, Joseph Heslip
Executive Assistant, Aleksandra Zwierzchowska (Recorder)

Others Present: MTU President - Janise Nikolic, MTU VP - Ryan McCarty,
CUPE President Faye Howell, DPAC Co-Chair - Chantel
Morvay-Adams, Principal Jim Pearce, Principal Linda
Ziefflie, Principal Kevin Watrin, Principal Lynn Cummings,
Teacher Anna Heavnor, Teacher Julie Baker, Laura Wilson,
and members of the Public.

3. DELEGATIONS/PRESENTATIONS

3.1 Youth Dialogues on Opioids

Heritage Park Middle School (HPMS) hosted a two-day youth forum that focused on the dangers of substance use. A student from HPMS presented on her experience with participating in the forum. Additional information was provided by two event facilitators.

4. CURRICULUM

4.1 BAA Courses

MOVED and Seconded the following Board / Authority Authorized courses be reviewed and forwarded to the May Board meeting for consideration, as amended:

Basketball 11 and 12 – Training, Competing and Officiating
Business Law
Criminology 12
CSW 12A, CSW 12B, 12C
ELL Level 2 Course and ELL Level 3 Course
Football 11 and 12
Hockey 11 and 12
HS 2B, 2C
HS 12A
Lacrosse 11 and 12
Leadership 11
Peer Tutoring 11 and 12
Post-Secondary Preparation
Psychology 11 and 12
Rugby 11 and 12
Self-Efficacy 11 and 12
Volleyball Intelligence and Officiating 11
Warehousing 12A
Yearbook 11 and 12

CARRIED

The Board requested to amend the following courses:

- Psychology 11 - the words "teratogen" and "tarragons" need to be corrected under the learning standards content for Developmental Psychology.
- Several of Riverside's courses are missing course credits.
- Leadership 11 and Post-Secondary Prep 11/12 are missing instructional hours.
- Basketball 11 and 12 and Lacrosse 11 and 12 are missing sportsmanship in the core competencies.
- Leadership 12 is missing from the BAA course package.

A request was made to have the Aboriginal Mentor Teacher review the Aboriginal World Views and Perspectives for all courses to provide input. An email was sent by the District Principal of Aboriginal Education during the meeting to begin the process for sharing meaningful conversations.

A request was made to include indigenous athletes as guest speakers in the Recommended Instructional Components for sports courses.

A question was asked to confirm that the BAA courses are meeting competency requirements. The Assistant Superintendent advised that

Board/Authority Authorized Courses are prepared in accordance with requirements set by the Ministry of Education.

The Board thanked Staff for all their efforts with preparing the BAA courses.

6. STAFF REPORTS

6.1 Financial Summary Report

MOVED and Seconded that the February 28, 2019 Financial Summary Report be reviewed and forwarded to the Regular Meeting on April 16, 2019 for information.

CARRIED

The Secretary Treasurer advised that the financial summary report dated February 28, 2019 provides details on all operating expenses year-to-date. An overview was provided on the three charts: Annual Facility Grant, Local Capital Summary, and the Bylaw Capital Summary.

A question was asked about the West Heights Roof Project listed under the Bylaw Capital. Clarification was provided that this project was not originally displayed on the bylaw. The Ministry notified the School District that as the Capital Bylaw projects are under budget, the excess funds may be used for the West Heights roof project.

6.2 Bus Driver Training

The Secretary Treasurer provided a summary on the plan for bus driver training in the School District. The goal is for a Transportation Driver Training Manual to be approved and in place for September 2019.

A question was asked about the Defensive Driving or Winter Driving course. Staff are unsure about the implementation and advised that the costs need to be worked in the budget.

Clarification was provided that the bus driver training would not have a significant impact on the budget.

6.3 Stave Falls Update

The Superintendent provided an update on the enrollment numbers and opening ceremony.

A question was asked regarding the grade configuration. The Principal has been communicating with the parents that there will be multi-split classes.

The Secretary Treasurer advised that a Daycare Operator has been selected. Staff are discussing the requested lease hold improvements with the Operator. Once the lease is finalized, the School District will make a formal announcement.

6.4 Advisory Committee Update

The posting for volunteers closes on Thursday April 11, 2019. As noted on the report, we have received 4 applicants. Over the weekend additional applications were received. No interested parties have submitted applications for the Trustee Remuneration Task Force (TRTF). The Secretary Treasurer has a list of contacts from the Chamber that will be contacted about the TRTF.

6.5 Summit Learning Centre - Elementary Program

MOVED and Seconded to defer any recommendation or resolution on Summit Learning Centre by Staff to October 2019.

CARRIED

The Board would like to take more time with this matter and ensure that any decisions follow the philosophy of the Strategic Plan.

On the discussion, the Superintendent advised that enrollment in the elementary program at Summit is on the decline.

A question was asked regarding the number of students enrolled in the elementary program 5 years ago? In 2013, there was approximately 75-95 students enrolled.

Additional commentary was provided that the School District (SD) could lose students permanently to surrounding districts.

A request was made for additional data on the breakdown of the elementary program. The Board would like to consider all possible options for program.

The Board requested to hear from the members at the table.

Comments were provided regarding the convenience, accessibility, and opportunities that the Summit provides to all students enrolled in the elementary program. The ArtsSmarts program provides an added incentive for the students and decreasing funding would change the program.

It was noted that the figures provided in the report are a snapshot in time and there is a concern that the numbers are not accurate.

The Secretary Treasurer advised that Staff can complete a thorough analysis and present the findings at a future meeting. Staff will apply two comparative dates to extract the data to complete a deeper analysis.

A question was asked how much funding is received per student enrolled at Summit. The approximate amount is \$6,100 not including funding for students with designations.

A request was made that when the Board reviews the data, that they review what Summit is contributing to the School District and the loss that will be experienced if the elementary program was cancelled.

7. NEW BUSINESS

7.1 Request for Morning Daycare in the Schools

MOVED and Seconded that the Board consider the following resolution:

That the Board direct staff to conduct a survey of parents regarding the need for morning childcare in Mission and to return the results to the June Committee of the Whole meeting.

DEFEATED

A discussion ensued regarding funding and logistics for providing morning daycare and that such efforts should be mandated by the Ministry.

7.2 Menstrual Products in Schools

MOVED and Seconded that MPSD provide free feminine hygiene products in the district, removing pay for dispensaries.

AMENDMENT

Amend the motion to say, “in all schools in the district”.

AMENDED MOTION

MOVED and Seconded that MPSD provide free feminine hygiene products in all schools in the district, removing pay for dispensaries.

CARRIED

The Superintendent provided an overview about the Provinces mandate that all school districts provide menstrual products in schools. The Province would like this initiative implemented by the end of the school year.

A comment was provided regarding transgender students and consideration on how to offer gender-neutral solutions during implementation.

7.3 Inclusion Walkway

MOVED and Seconded that Mission Public Schools paint the entrance area in front of the Administration Building as an 'Inclusion Walkway' (rainbow colours) similar to many crosswalks and sidewalks in other communities.

CARRIED

Painting a rainbow themed entrance leading into the School District office would further reinforce the Board's support of providing a safe-inclusive environment and SOGI 123.

A request was put forward that the entrances of all school sites be painted. One consideration is to separate the project into a few school sites per budget year.

Another recommendation was presented to share the idea with the District of Mission of painting crosswalks near school sites as a cost sharing measure.

8. MINUTES OF PREVIOUS MEETINGS

8.2 Committee of the Whole, March 5, 2019

MOVED and Seconded that the Committee of the Whole minutes dated March 5, 2019 be amended.

Update item 7.2 - Early Years Grant Proposal amount to approximately \$240,000.

CARRIED

10. ADJOURNMENT

MOVED and Seconded that the Board adjourn the meeting.

CARRIED

The meeting adjourned at 5:19 PM.

Chairperson

Secretary Treasurer

DPAC Meeting Minutes April 8, 2019
Held at West Heights Community School

Meeting Commenced: 7:00pm

Meeting Facilitator: Chantelle Morvay-Adams

Attendees Present: (See Bottom)

Acknowledgement that the meeting takes place within the traditional, ancestral, unceded and shared territories of the Leq'á:mel, Matheqwí, Qwó:ltl'el and Sq'ewlets peoples.

Adoption of March Minutes:

Motion to adopt minutes as presented by Lori, Dionne Seconds

Adoption of Agenda:

*Update – Ongoing Items – i. BCCPAC Resolution Presentation – Julie Bond - addition
Motion to accept updated April agenda by Destinee, Dionne Seconds.*

Correspondence:

- Legal Services Society – Is That Legal? – legalaid.bc.ca/read
- COTW Agenda – April 9, 2019
- School Enrollment Report – March

Presentation by Janice Walsh, Fraser Health – Re: Community Better Challenge by Participaction – May 31 – June 16

Superintendent's Report: Angus Wilson:

- New Principal at West Heights Community School after Easter – posting out for Heritage Park Middle School Vice Principal
- Board working on SD75 strategic plan to couple with the new curriculum focus
- Bargaining has begun with Collective Partners
- Looking for Committee members for Renumeration Committee and Trades Committee
- COTW Meeting April 9, 2018
- Updates pending regarding implementation of free vending of Feminine Hygiene products in all schools

Chair's Report – Chantelle Morvay Adams:

- Screening of The Big Picture and discussion with Cathy McMillan of Dyslexia BC went well – DPAC to bring her back in the Fall for another presentation for parents who weren't able to attend
- Wall of Wonder done by the Inclusion subcommittee at Christine Morrison Elementary School – Autism Acceptance Month – the committee is partnering with other schools to create more of these

Treasurer's Report:

- Chequing Account:
 - Opening Balance: \$3,553.53
 - Closing Balance: \$3,553.53

- Gaming Account:
 - Opening Balance: \$3,884.67
 - Closing Balance: \$2,726.53
 - MACL, Samantha Strange, Black Bond Books Cheques cleared*

Communications Report: No report given

Ongoing Items:

- BCCPAC Resolution – presented by Julie Bond - \$10aday.ca Community Out of School Child Care Council Plan – Ordinary Resolution to BCCPAC

Motion to put Resolution on floor for discussion from Destinee, second by Dionne.

Discussion: to amend wording to BCCPAC urge the Ministry of Education to implement, fund and support the \$10aday child care...as cont'd. Clarifying that this is additional sustainable funding that does not come out of existing school district budgets.

Motion to accept the resolution as amended for presentation to BCCPAC at the AGM from Julie, 2 for, 4 against, 1 abstention. Motion defeated.

Chantelle Morvay Adams, Candace Koch and Julie Bond are attending the BCCPAC AGM and Conference on behalf of the Mission SD75 DPAC this May

- Parent Education Seminars
 - May - Samantha Strange - Booking a second presentation for May 29, 2019
 - Options for Fall – Ted Levitt, Vanessa Lapointe – availability and pricing for next meeting
 - BCCPAC – PAC 101 presentation to be booked for Fall
 - Roberts Rules Books have been purchased and were distributed to all PACs with representatives in attendance. Dionne to follow up with remaining PACs.

- Bylaw and Constitution Updates – A draft Constitution and Bylaws update was presented with discussion regarding the updates. Focus of discussion was on the definition of Member, Voting Members, and eligibility for Executive Positions. No consensus was achieved. Further work is required by the committee, with input from DPAC Representatives and will be presented at May meeting.
 - Per the current Constitution and Bylaws, the May meeting is the DPAC AGM. A motion will be presented at the start of the meeting to postpone the AGM until October 2019 due to the ongoing update process.

New Business:

Due to lengthy discussion on Constitution and Bylaw Updates no new business was presented.

Adjournment:

Motion to adjourn by Dionne, second by Chrystal. Adjourned at 9:12pm.

Next Meeting: May 13, 2019 at School Board Office

Attendees:

Christine Morrison: Chantelle Morvay-Adams, Kim Lauer; Cherry Hill: Julie Bond; HPMS: Sheneal Anthony; Albert McMahon: Cheryl Blondin; MSS: Dionne Hairsine; HMS: Lori McComish; ESR: Kirstin Heise; Dewdney: Destiny Cunningham; Deroche: Chrystal McCallum Mission Central: Laura Jenkins; Mission Central: Erin Osterberg; West Heights: Ilona Schmidt, Jacquelyn Wickham; Angus Wilson, MPSPD; Gina McCarty, MTU; Randy Cairns, Julia Renkema, Shelley Carter Trustees, Janice Walsh, Fraser Health