

Board of Education Meeting (open to the public)

Agenda



School Presentation – Introduction by Principal, Dave Cyr

Board of Education Meeting

October 20, 2015, 6:30 pm

Albert McMahon Elementary, 32865 Cherry Avenue, Mission, BC

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

3. APPROVAL OF MINUTES

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4. REPORTING OUT FROM IN-CAMERA MEETING(S)

5. EDUCATION COMMITTEE

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8. COMMITTEE/TRUSTEES REPORTS

9. QUESTION PERIOD

Questions asked must be related to items discussed on the Agenda. Personnel, land and legal issues will not be discussed.

9. ADJOURNMENT

Minutes



Board of Education Meeting
September 15, 2015, 6:30 pm
Fraserview Learning Centre, 32444 Seventh Avenue, Mission, BC

Members Present:

Chair Rick McKamey	Superintendent Bill Fletcher
Vice-Chair Tracy Loffler	Secretary Treasurer Wayne Jefferson
Trustee Randy Cairns	Assistant Superintendent Randy Huth
Trustee Shelley Carter	Director of Instruction Larry Jepsen
Trustee Jim Taylor	Executive Assistant Tracy Orobko (Recorder)

Guests:

Tim Holloway, CPA CA – Partner KPMG Enterprises
Navdeep Dhaliwal, CPA CA – Senior Manager KPMG Enterprises

1. Call to Order

The meeting was called to order at 6:38 p.m. by the Board Chairperson. The Chair thanked Matsqui First Nations for the use of their traditional territory for the meeting and recognized that we are on Sto:lo Traditional Territory. The Chair further acknowledged that Kwantlen, Leq'a:mel and Scowlitz First Nations also hold traditional territory within the School District boundaries.

2. Adoption of Agenda

There were two amendments:

Item 5.1 (2014-2015 Audited Financial Statements) was moved to the top of the Agenda and re-numbered as Item 4.1; and

Reporting Out From In-Camera Meeting(s) was re-numbered to Item 5.0

MOTION (SC/RC)

THAT the Agenda be approved as amended.

CARRIED

3. Approval of Minutes

MOTION (SC/TL)

THAT the Board of Education meeting minutes of June 16, 2015, be approved as presented.

CARRIED

4. Audit Committee

The Board Chair introduced Assistant Secretary Treasurer Derek Welsh, who reported out on the 2014-2015 Audited Financial Statement including the operating surplus of \$1.035 million which will carry forward into the next school year and all debt was retired. The surplus will form part of the one percent (1%) contingency fund and is due to significant savings from the Teacher Job Action and late start to the school year.

2015-2015 Audited Financial Statements

MOTION (JT/TL)

THAT the Board of Education receive the recommended 2014-2015 Audited Financial Statements for approval and submission to the Ministry of Education.

CARRIED

The Secretary Treasurer introduced Messrs. Holloway and Dhaliwal (KPMG) who confirmed the approval of the Financial Statements, and KPMG will now issue a clean audit report on the Financial Statements.

5. Reporting Out From In-Camera Meeting

- Deroche Elementary – 0.6 FTE additional teaching staff; and
- Dewdney Elementary – 0.4 FTE additional teaching staff.

This will add another division at both schools. The Board thanked staff who were put in a difficult decision position to deal with a fluctuating student number situation.

6. Education Committee

Report – Trustee Loffler

Trustee Loffler reported on the September 9, 2015 Education Committee meeting: Wade Peary presented on Riverside College, Superintendent's report, closed campuses, and a report was provided by the District Parent Advisory Council.

Items for future meetings include: administrative procedures for clerical and secretary policies; joint letter between MTU, DPAC and the Board to be sent to the Ministry of Education; Neighbourhood Schools Champions to present at a future Education Committee meeting and updates on new curriculum.

MOTION (RC/JT)

THAT the Board of Education receive the September 9, 2015 Education Committee Report for information.

CARRIED

New Curriculum – Director of Instruction/Curriculum, Larry Jepsen

A powerpoint was presented on BC's New Curriculum.

MOTION (JT/RC)

THAT the Board of Education receive the new BC Curriculum report as presented.

CARRIED

District Parent Advisory Council Update

A report was provided with the Agenda. The first meeting of the year is on Monday, September 28th at the School Board Office at 7:00 pm. Topics include new curriculum and Neighbourhood School Champions presentations.

7. Business Committee

Trustee Carter reported on the September 9, 2015, Business Committee meeting: Exempt staff and Board Policy Development and Audit Committee mandates.

MOTION (RC/TL)

THAT the Board of Education receive the September 9, 2015 Business Committee report for information.

CARRIED

Exempt Staff Compensation Advisory Committee Mandate Revisions

MOTION (RC/TL)

THAT the Board of Education approve the proposed revisions to the Exempt Staff Compensation Advisory Committee mandate as follows:

THAT the word “all”, which follows the words, “...of paid time off for”, be deleted; and

THAT the words in the last sentence, “The committee will make such recommendations as necessary however, no less than once per year”, be deleted.

CARRIED

Board Policy Development Committee Mandate Revisions

MOTION (SC/JT)

THAT the Board of Education add the following sentence at the end of the mandate:

“Once adopted, staff shall prepare and present related *Administrative Procedures* to the Board Policy Development Committee within 90 days.”

CARRIED

Audit Committee Mandate Revisions

MOTION (JT/RC)

THAT the Board of Education approve the deletion of the words, “Two Board of Education Trustees” and replace them with, “Board of Education (5 Trustees)”.

CARRIED

8. Superintendent of Schools

School Opening Report

The Superintendent reported on a successful start of a new school year thanks to the hard work of the facilities and transportation departments and praised the team at Mission Secondary School for a successful opening of the new secondary school. The Assistant Superintendent reported the School District is up 126 students in the district.

9. Committee/Trustee Reports

Trustees reported on:

- Visits to schools;
- July meeting with Simon Gibson regarding collaboration and different ministries working together;

Minutes



- Met with Michael Boronowski (District of Mission), Neighbourhood School Champs – introduction meeting to explore options about working collaboratively in schools and surrounding areas;
- Clean-up August 29th;
- Tour with Michelle Chapman – Mission Central;
- Adopt-a-Block;
- Harrison Hot Springs – Administrator’s Conference;
- Artificial Turf Field meeting – Location of the field will be at the Sports Park; and

10. Question Period

Questions asked must be related to items discussed on the Agenda and related to the Agenda. Personnel, land and legal issues will not be discussed.

A question was asked regarding Hatzic Middle and timetabling and inability to carry backpacks. The Superintendent indicated he will look into it.

A question was asked regarding Mission Secondary and timetabling and course selection to which Director of Instruction addressed the concern.

A question was asked and clarification provided regarding addition teaching time at Dewdney and Deroche Elementary schools.

Questions were asked regarding Mission Secondary’s ease of access to spare blocks and the inability of EAs to meet with students with designations on opening week.

A question was asked regarding curriculum implementation.

A question was asked regarding three grade split at Mission Central.

A question was asked regarding the Hatzic Middle School’s courtyard, and the environmental class.

11. Adjournment

MOTION (JT SC)

THAT the meeting adjourn at 8:05 pm.

CARRIED

Chairperson

Secretary Treasurer

Board of Education Meeting (Regular) October 20, 2015



ITEM 5.1 Information

TO: Board of Education
FROM: Education Committee
SUBJECT: Report – Trustee Loffler

Recommendation

THAT the Board of Education receive Trustee Loffler's Education Committee report for information.

ITEM 5.2 Action

TO: Board of Education
FROM: Education Committee
SUBJECT Board Policy Development Committee – Policy #36 – Guide Dogs and Service Dogs
Approved Use

Recommendation

THAT the Board of Education receive proposed draft policy #36, *Guide Dogs and Service Dogs Approved Use*, for information and approval to begin the next step of forwarding it to the stakeholders District Parent Advisory Council (“DPAC”), Principals’ and Vice-Principals’ Association (“PVPA”), Canadian Union of Public Employees (“CUPE”), Mission Teachers’ Union (“MTU”), and the school district website for review and input.

Background/Rationale:

The Board Policy Development Committee met on September 17, 2015.

On October 6, 2015, the attached draft policy #36 *Guide Dogs and Service Dogs Approved Use* was brought to the Education Committee for first view. The proposed draft policy is now being brought to the Board of Education for information and approval to begin the next step.

Upon approval at tonight’s meeting, the draft policy will be forwarded to our stakeholders (DPAC, MTU, CUPE, PVPA) and posted to the website for thirty (30) days for public input and feedback.

After the thirty (30) days, any proposed changes will be brought to the Board Policy Development Committee for review.

The draft policy is attached.

Guide Dogs and Service Dogs Approved Use

The Board believes guide dogs and service dogs (assistance dogs) that are specially trained to assist students who have a physical or development disabilities will be allowed in classrooms, in schools, on school property and on school district buses when the terms and conditions contained in the supporting Board's Administrative Procedure are met. It is further understood and agreed the use of these specifically trained dogs will be allowed when they afford students an equal opportunity to access services, programs and/or activities.

The Board also recognizes the use of guide dogs and service dogs is an approved aid, support, and intervention for students with special needs.

Definitions

"Guide Dogs and Service Dogs" globally refers to a specifically trained dog used to undertake more than one task to mitigate a student's disabilities, and has obtained its certification under the Guide Dog and Service Dog Act and trained at an accredited Assistance Dogs International (ADI), International Guide Dog Federation (IGDF) or a Ministry of Justice approved school of training.

The term "Guide Dogs and Service Dogs" may also include the following areas of specific support:

- 1) "Autism Support Dogs" which are dogs trained as assistants for persons with autism and which have the qualifications prescribed by Assistance Dogs International.
- 2) "Guide Dog" refers to a dog trained as a guide for blind or visually impaired person and which has qualifications as prescribed by the International Guide Dog Federation.
- 3) "Hearing Dogs" which are dogs that alert individuals who are deaf or hard of hearing to specific sounds.
- 4) "Seizure Response Dogs" which are dogs trained to provide emergency response for individuals with epilepsy.
- 5) "Service Dogs" which are dogs trained to assist individuals who utilize a wheelchair.
- 6) Medical therapy dogs are only permitted on school property when approved under Policy #37 – Medical Therapy Dogs - unless there are extenuating circumstances discussed with district and school staff and approved by the Superintendent of Schools.

Date of Board Approval:

Date Amended:

ITEM 5.3 Action

TO: Board of Education
FROM: Education Committee
SUBJECT Board Policy Development Committee – Policy #37 – Medical Therapy Dogs

Recommendation

THAT the Board of Education receive proposed draft policy #37, *Medical Therapy Dogs*, for information and approval to begin the next step of forwarding it to the stakeholders District Parent Advisory Council (“DPAC”), Principals’ and Vice-Principals’ Association (“PVPA”), Canadian Union of Public Employees (“CUPE”), Mission Teachers’ Union (“MTU”), and the school district website for review and input.

Background/Rationale:

The Board Policy Development Committee met on September 17, 2015.

On October 6, 2015, the attached draft policy #37 *Medical Therapy Dogs* was brought to the Education Committee for first view. The proposed draft policy is now being brought to the Board of Education for information and approval to begin the next step.

Upon approval at tonight’s meeting, the draft policy will be forwarded to our stakeholders (DPAC, MTU, CUPE, PVPA) and posted to the website for thirty (30) days for public input and feedback.

After the thirty (30) days, any proposed changes will be brought to the Board Policy Development Committee for review.

The draft policy is attached.

Medical Therapy Dogs

Belief Statement

Medical therapy dogs are specifically trained dogs that will be allowed in the school, on school district property and on school district buses when it has been determined that the medical therapy dogs helps the student to have equal access to the services, programs and/or activities offered by the district, and when the school district's requirements have been met to the satisfaction of the Board of Education.

Medical therapy dogs are trained to provide a service to others working for a handler and who may not have a disability at all. Medical therapy dogs do not share the same public access rights as guide and service dogs and therefore may be denied admittance to public places which deems the importance of school district policy. Medical therapy dogs are not guide dogs or service dogs.

Definitions and Terms

"Medical therapy dogs" as described by Canadian Service Dog Foundation are social interactive dogs trained to work for a handler to provide service and comfort to other people, such as in hospitals, retirement homes, nursing homes, libraries, rehabilitation units, for children with learning disabilities or difficulty with literacy or they may be trained to support people/children in stressful situations.

Therapeutic Visitation Animals are the most common type of medical therapy dog and often lift the spirits of residents/students and have a way of improving moral and can act as a motivator for therapy, treatments and recovery.

Testing and certification for medical therapy dogs is offered through various organizations in Canada.

Approval for Use

Use of medical therapy dogs must be in accordance with Administrative Procedure 301 - Animals in Schools.

Date of Board Approval:

Date Amended:

ITEM 5.4 Action

TO: Board of Education
FROM: Education Committee
SUBJECT Board Policy Development Committee – Policy #38 – Substance or Drug/Alcohol Use/Abuse

Recommendation

THAT the Board of Education receive proposed draft policy #38, *Substance or Drug/Alcohol Use/Abuse*, for information and approval to begin the next step of forwarding it to the stakeholders - District Parent Advisory Council (“DPAC”), Principals’ and Vice-Principals’ Association (“PVPA”), Canadian Union of Public Employees (“CUPE”), Mission Teachers’ Union (“MTU”), and the school district website for public review and input.

Background/Rationale:

The Board Policy Development Committee met on September 17, 2015.

On October 6, 2015, the attached draft policy #38 *Substance or Drug/Alcohol Use/Abuse* was brought to the Education Committee for first view. The proposed draft policy is now being brought to the Board of Education for information and approval to begin the next step.

Upon approval at tonight’s meeting, the draft policy will be forwarded to our stakeholders (DPAC, MTU, CUPE, PVPA) and posted to the website for thirty (30) days for public input and feedback.

After the thirty (30) days, any proposed changes will be brought to the Board Policy Development Committee for review.

The draft policy is attached.

SUBSTANCE OR DRUG / ALCOHOL USE / ABUSE

Belief Statement

The Board of Education is committed to creating safe and healthy learning environments. The Board of Education further believes the use of any substance detrimental to students' well-being is not conducive to a quality educational experience.

The possession, consumption, distribution or use of these substances at school or school functions is prohibited and contrary to the student Code of Conduct in Mission public schools.

Date of Board Approval:

Date Amended:

Drafted by Trustee Cairns 09/17/15

DRAFT

Board of Education Meeting (Regular) October 20, 2015



ITEM 5.5 Information

TO: Board of Education
FROM: Education Committee
SUBJECT: District Parent Advisory Council

The District Parent Advisory Council has provided a report with the Agenda.

DPAC Report September 2015

Attendance: 21 parents representing 11 schools were present, as were trustees Carter and Cairns, Superintendent Fletcher and Director Larry Jepsen.

Laura Wilson advised us regarding upcoming Workshop: 4th Annual Pulling together for Children and Families – “Resilience and the Middle Years” October 23rd 8:30 - 3pm \$10 registration fee, parents, \$30 for staff; lunch included; for more information contact Katy Brookes (katy@katyjohnson.ca); cheques payable to MPSD.

Visiting Presentations:

- **School Champions Group** – Parents from Mission Central and Christine Morrison working collaboratively to come up with ideas on a vision that they would like for their schools. There is another event happening on October 6th at 7pm at Mission Central and community members are invited to bring their energy and ideas.
- **Larry Jepsen (MPSD Director of Instruction) presented the new K-9 curriculum**

Election of Treasurer, Vice Chair – Jessica Weismiller was elected for treasurer by acclamation. Raymond Kwong was elected by acclamation for Vice-Chair.

Reports:

Superintendent’s Report: School openings were successful. Our debt has been retired.

Chair’s Report: Presentations will be encouraged and possibly locations of DPAC meetings rotating. We will be drawing for an attendance prize at each meeting.

Treasurer’s Report: bank balances were given

Education Committee Report: Report out from the last meeting

Ongoing items:

Middle/Secondary Reconfiguration: Enrollment is up this year and can be attributed to the expanded course offerings and the lacrosse academy, among other factors.

New Business

Movie licenses - schools looking into sharing a movie license to improve cost per school.

Communications – DPAC reps please ensure that your email addresses are given to our communications officer, Laura Wilson

Request for MPSD Enforcement officers – Could the District have someone who enforces the rules regarding no dogs on school grounds, no parking in fire lanes? Parents want the administrators to be free to be able to deal with other matters.

Next DPAC: October 26, 2015 7:00 at School Board Office (back entrance)

Board of Education Meeting (Regular) October 20, 2015



ITEM 6.1 Information

TO: Board of Education
FROM: Business Committee
SUBJECT: Report – Trustee Carter

Recommendation

THAT the Board of Education receive Trustee Carter's Business Committee report for information.

ITEM 7.1 Action

TO: Board of Education
FROM: Secretary Treasurer
SUBJECT: Five Year Capital Plan Summary 2015-2016

Recommendation

THAT the Board approve the 2015-2016 Five Year Capital Plan as presented for submission to the Ministry of Education.

Background Information / Rationale

The current Capital Plan for the Mission Public School District was prepared by staff at the request of the Ministry of Education (“Ministry”) and updated from the previously submitted plan of 2012.

A Capital Plan was not required for 2014-2015 as the Ministry issued correspondence last year indicating that the system was due for replacement and the Ministry was considering options for the future.

Capital projects eligible for submission include seismic projects, new school project requests, as well as building envelope projects and mechanical upgrade projects. The deadline for 2015-2016 Capital Plan submissions to the Ministry is November 2, 2015. These projects were reviewed in the summer with the Ministry of Education.

Given the short timeframe provided by the Ministry for the preparation and submission of a five year capital plan due to the changes of the Ministry’s filing requirements we are pleased to report the School District will meet Ministry of Education timelines.

As at the preparation of the Agenda, the summary was being finalized by our Manager of Maintenance Services. It will be provided under separate cover.