

Board of Education Meeting (open to the public)

Agenda



Board of Education Meeting
December 13, 2016, 6:30 pm
Hatzic Elementary, 8465 Draper Street, Mission, BC

1. CALL TO ORDER

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

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11.	COMMITTEE/TRUSTEES REPORTS	
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	<i>Questions asked must be related to items discussed on the Agenda. Personnel, land and legal issues will not be discussed.</i>	
12.	ADJOURNMENT	

Board of Education Meeting (Regular)

December 13, 2016



ITEM 2 Information

TO: Board of Education
FROM: Chairperson
SUBJECT: Annual Chairperson's Report

Board Chair, Rick McKamey, will provide his Annual Report at the meeting.

ITEM 3 Action

TO: Board of Education
FROM: Acting Secretary Treasurer
SUBJECT: Election for the Office of Chairperson

The meeting will be handed over to the Acting Secretary Treasurer who will conduct the election for the Office of Chairperson.

In the event more than one Trustee is nominated for the position of Chairperson, the following motion will need to be approved:

THAT the Board of Education appoint the Acting Secretary Treasurer, Derek Welsh, and the Executive Assistant, Tracy Orobko, as Scrutineers for the purpose of conducting elections.

ITEM 4 Action

TO: Board of Education
FROM: Acting Secretary Treasurer
SUBJECT: Election for the Office of Vice-Chairperson

The meeting will be handed over to the Acting Secretary Treasurer who will conduct the election for the Office of Vice-Chairperson.

In the event that the position of Chairperson was pronounced by acclamation; and the appointment of Scrutineers was not required for the election of Chairperson, but that more than one Trustee is nominated for the position of *Vice-Chairperson*, the following motion will need to be approved:

THAT the Board of Education appoint the Acting Secretary Treasurer, Derek Welsh, and the Executive Assistant, Tracy Orobko, as Scrutineers for the purpose of conducting elections.

Board of Education / District of Mission Public Meeting

November 14, 2016 2:00 pm

Board of Education Office – Boardroom, 33046 - 4th Avenue, Mission, BC

Members Present:

Chair Rick McKamey
Vice-Chair Tracy Loffler
Trustee Randy Cairns
Trustee Shelley Carter

Staff Present:

Superintendent Angus Wilson
Secretary Treasurer Corien Becker
Assistant Superintendent Larry Jepsen
Assistant Secretary Treasurer Derek Welsh
Executive Assistant Tracy Orobko (Recorder)

District of Mission Present

Mayor Randy Hawes
Councillor Pam Alexis
Councillor Carol Hamilton
Councillor Jim Hinds
Councillor Rhett Nicholson
Councillor Danny Plecas
Chief Administrative Officer, Ron Poole
Director of Parks, Recreation and Culture, Maureen Sinclair

Absent: Councillor Jenny Stevens

1. Call to Order

The meeting was called to order at 2:02 pm by the Board Chairperson. The Chair acknowledged that Mission School District falls within the Sto:lo Traditional Territory and within our boundaries have four bands: Kwantlen, Matsqui, Leq:a'mel and Scowlitz First Nations.

Chair McKamey welcomed everyone and provided opening remarks.

2. Adoption of Agenda

MOVED and Seconded that the Agenda be approved as presented.

CARRIED

3. Heritage Park Centre

Clarke Theatre Operating Agreement

The Secretary Treasurer reported conversations with the District of Mission staff commenced regarding the operating agreement recognizing the need for an updated agreement. The Secretary Treasurer provided background on the differences between Municipal and Provincial funding.

The Director of Parks, Recreation and Culture reported there is an operating agreement from 2002 however, operational use of the theatre and gymnasium language is void. There currently is no provision for cost of capital enhancements and facility improvements.

Background was provided on the construction of the Theatre (approx. 1994). At the time, there were no operating plans.

It was agreed by both parties to proceed on a “go forward” basis.

Discussion ensued regarding operational costs and contributions,

It was agreed to work together on a Joint Use agreement and return to both tables for ratification.

Comments were made regarding storage and green rooms use.

Community Gym Operating Agreement

All specifications will be covered in the operating agreement.

4. Joint Use Agreement

The current agreement expired in 2009. Both parties have simply carried on as if the agreement was still valid. It was agreed to update the language to be inclusive of facility bookings.

Discussion ensued regarding the turf field and a request for additional lines for the football use. The Director of Parks and Recreation agreed to review the costs associated.

Other topics for consideration of the Joint Use Agreement:

- Facility users (Air Cadets, football clubs and accessibility for all);
- Public pool, ice arena and student parking;
- Overall field improvements;
- Shared workload of field maintenance between labour groups.

Trustee Loffler exited the meeting at 2:45 pm.

- Availability of facilities - Fraserview and Ferndale – on the user group list? There is demand creating pressures;
- Recent Supreme Court ruling, may be converting some spaces back to classrooms;
- Official Community Plan considerations;

The Assistant Superintendent exited the meeting at 2:51 pm.

- Washroom facilities at Albert McMahon Elementary (grind park is across the street);
- Consultation with labour groups.

5. Disposition of Surplus Schools Update

Stave Falls Elementary

Superintendent reported on opening and closing of schools: 90% personnel costs; maintenance (AFG – not always provided); capital; and disposition of funds upon sale(s).

- Four sites advertised;
- Open houses were conducted;
- Two at large will not be sold. Stave Falls – community has expressed interest to rent the facility; exploring the number of students in that area – long term possible educational purposes

Durieu Elementary

Water source issues; School District has met with FVRD.

District of Mission has been contacted from the movie industry. Would like the site to teach kids at risk how to design and build sets, lighting, sound and general movie concepts. Vancouver Film School also has expressed interest. Mayor Hawes will forward the contact information. A tour was proposed.

Minutes



Cade Barr Elementary

The Board has approved moving forward with the disposition; requires provincial approval.

Members of the District of Mission expressed local heritage significance; possibly move it to the grind park? Would like to save the building. Upon proceeding with the sale, the District of Mission would like to engage in further conversations in the event the new owner plans to destroy the building.

Nicomén Island School

The Board has approved moving forward with the disposition; requires provincial approval.

The Assistant Superintendent joined the meeting at 3:13 pm.

In summary: Recognition the School District has moved forward to the next stage regarding the sale of Cade Barr and Nicomen Island.

Durieu and Stave Falls are on “hold” – still reviewing options that would best address needs of the school, students and community.

6. Joint Board of Education and District of Mission Council Committee

It was agreed there is no need for the ad hoc committee as both parties are working together to reach new agreements.

Assistant Superintendent exited the meeting at 3:25 pm.

7. Future Meetings

The next meeting will be held at City Hall.

8. Adjournment

**MOVED and Seconded that the meeting adjourn at 3:32 pm.
CARRIED**

Chairperson

Secretary Treasurer

Wade Peary, Principal, introduced students of Riverside College who provided a “Why Riverside” presentation. Students from the Automotive Service Technician, plumbing, warehousing and Education Assistant courses were present.

Board of Education Meeting

November 15, 2016 6:30 pm

Riverside College, 33919 Dewdney Trunk Road, Mission, BC

Members Present:

Chair Rick McKamey
Vice-Chair Tracy Loffler
Trustee Randy Cairns
Trustee Jim Taylor

Staff Present:

Superintendent Angus Wilson
Secretary Treasurer Corien Becker
Assistant Superintendent Larry Jepsen
Assistant Secretary Treasurer Derek Welsh
Executive Assistant Tracy Orobko (Recorder)

Absent:

Trustee Shelley Carter

The Chair expressed Trustee Carter’s regrets.

1. Call to Order

The meeting was called to order at 6:44 pm by the Board Chairperson. The Chair acknowledged that Mission School District falls within the Sto:lo Traditional Territory and within our boundaries have four bands: Kwantlen, Matsqui, Leq:a’mel and Scowlitz First Nations.

2. Adoption of Agenda

Additional Item:

5.10: Property Disposal – Cade Barr and Nicomen Island School Sites – Bylaws 2016-1 and 2016-2

MOVED and Seconded that the Agenda be approved as amended.

CARRIED

3. Approval of Minutes

MOVED and Seconded that the Board of Education meeting minutes of October 18, 2016, be approved as presented.

CARRIED

4. Reporting Out From In-Camera Meeting

The Superintendent stated at the November 15, 2016 In-Camera meeting of the Board, property and personnel matters were discussed.

5. Education

Draft Policy #180: Physical Restraint and Seclusion

The Superintendent introduced the policy emphasizing student safety and opened the floor to questions.

MOVED and Seconded that the draft Physical Restraint and Seclusion policy be approved in Principle;

AND THAT the draft Physical Restraint and Seclusion policy be referred to the public for comment;
AND THAT the public comments be referred to the January 2017 Committee of the Whole meeting to be considered with the draft Physical Restraint and Seclusion policy;
AND THAT the final Physical Restraint and Seclusion policy be returned to the Board for consideration at the January 2017 Board meeting.
CARRIED

Draft Policy #300: Catchment Areas, Cross-Boundary Applications, Schools of Choice, Cross-Boundary

A revised handout was provided at the meeting. One change highlighted was on page 16 of the Agenda adding *Hatzic Elementary* to the École Mission Central (East).

MOVED and Seconded that the draft Catchment Areas, Cross Boundary Applications, Schools of Choice and Programs of Choice policy be approved in Principle;

AND THAT the draft Catchment Areas, Cross Boundary Applications, Schools of Choice and Programs of Choice policy be referred to the public for comment;

AND THAT the public comments be referred to the January 2017 Committee of the Whole to be considered with the draft Catchment Areas, Cross Boundary Applications, Schools of Choice and Programs of Choice policy;

AND THAT the final Catchment Areas, Cross Boundary Applications, Schools of Choice and Programs of Choice policy be returned to the Board for consideration at the January Board meeting.
CARRIED

Mastercard Program

The Secretary Treasurer introduced the matter. The monies saved will form part of the upcoming amended budget discussions.

MOVED and Seconded that the Mission Public School District No. 75 (“School District”) enter into an agreement with the Bank of Montreal (“BMO”) to provide the School District with credit by way of an Account up to the sum of Three Hundred and Fifty Thousand dollars (\$350,000), under which arrangement the School District may request that BMO issue cards on the Account, and the School District will be responsible for the payment of all accounts (including fees and interest) charged to the Account, the whole substantially on the terms and conditions set out in the draft corporate card agreement (the “Agreement”) submitted to, and hereby approved by, the Board;

AND THAT the Secretary Treasurer be authorized to sign the Agreement with BMO with such changes or modification as the Secretary Treasurer in her sole discretion deems appropriate, and to sign from time to time such other documents, agreements, amendments to, and restatements of, the Agreement and to do such other things they in her sole discretion deemed appropriate or advisable in connection with, or to give effect to, such Agreement and the program contemplated thereunder. The execution and delivery of any other agreements, instruments or documents ancillary or incidental to the documents referred to in this resolution which may have been executed or delivered prior to the enactment of this resolution, regardless of the officer or other employee of the School District who executed such arrangement, instrument or document, and

regardless of any informality in such execution or delivery, are hereby ratified, approved and confirmed.

CARRIED

Banking Resolution - Borrowing

The Secretary Treasurer clarified the purpose of the motion.

MOVED and seconded that the Mission Public School District (School District No. 75) borrow from the Scotia Bank for the 2016 / 2017 operating year:

- a) \$1,500,000 for an Operating Line of Credit
- b) \$750,000 for a revolving term / Scotia leasing

AND THAT the Banking Resolution between the Bank of Nova Scotia for general banking purposes approved September 20, 2016 be amended to include the following paragraph:

- 4. *We may exercise every power to borrow money and otherwise obtain services from you and to receive repayment thereof and to secure our obligations to you arising out of our acquisition of services from you which is conferred upon us by our governing legislation. The persons and the required combination of those persons we verify, are the persons authorized and the combination of those persons required, to borrow money from you on our credit from time to time in the amounts and on the terms that those persons determine, and to grant security to you over any of our property from time to time. We will provide this verification by a certificate in writing given to you by any TWO of the officers set out below. The most recent certificate given to you will be the current certificate in effect:*

*Superintendent
Secretary Treasurer*

*Assistant Superintendent
Assistant Secretary Treasurer*

CARRIED

BC Public School Employer's Association Update: Exempt Staff Compensation Approval

Further to the Board's approval of the School District's transition plan for submission in September 2016, BCPSEA has advised the plan has since been approved by the Public Sector Employers' Council.

BC School Trustees' Association: Provincial Council Report

Due to the absence of Trustee Carter, this item has been postponed to December's public Board meeting.

District Parent Advisory Council Update

The written report was attached to the Agenda.

DPAC will be presenting Dr. Charles Ungerleider at the Clarke Theatre on November 28, 2016 at 7:00 pm. Free child care will be provided.

Capital Funding – Windebank Elementary

The Province has approved \$375K of additional School Enhancement Program funding for mechanical equipment upgrades at Windebank Elementary.

Amended Budget – Staff Increases

The Secretary Treasurer indicated preliminary calculations and review of enrolment and increased support pressures are underway. Further discussions will evolve in January/February.

Property Disposal – Cade Barr and Nicomen School Sites

MOVED and Seconded that the required three (3) readings and adoption of School District No. 75 (Mission) Cade Barr School Disposal Bylaw No. 2016-1 be carried out in one meeting.

The Secretary Treasurer provided background on the Bylaws and procedures.

MOVED and Seconded that School District No. 75 (Mission) Cade Barr School Disposal Bylaw No. 2016-1 be approved as read a first time.

CARRIED

MOVED and Seconded School District No. 75 (Mission) Cade Barr School Disposal Bylaw No. 2016-1 be approved as read a second time.

CARRIED

MOVED and Seconded School District No. 75 (Mission) Cade Barr School Disposal Bylaw No. 2016-1 be approved as read a third time and finally adopted.

CARRIED

Nicomen Island School Disposal

MOVED and Seconded the required three (3) readings and adoption of School District No. 75 (Mission) Nicomen Island School Disposal Bylaw No. 2016-2 be carried out in one meeting.

CARRIED

MOVED and Seconded that the School District No. 75 (Mission) Nicomen Island School Disposal Bylaw No. 2016-2 be approved as read a first time.

CARRIED

MOVED and Seconded the School District No. 75 (Mission) Nicomen Island School Disposal Bylaw No. 2016-2 be approved as read a second time.

CARRIED

MOVED and Seconded the School District No. 75 (Mission) Nicomen Island School Disposal Bylaw No. 2016-2 be approved as read a third time and finally adopted.

CARRIED

6. Correspondence

Trustee Cairns read a statement regarding other School Board's concerns with BCSTA.

Teresa Rezansoff, President, BCSTA: Correspondence to Hon. Minister, M. Bernier, Ministry of Education (September 30, 2016);

- School District No. 58 (Nicola-Similkameen) – *Funding* (October 6, 2016);
- School District No. 72 (Campbell River) – *Budget 2017 Considerations* (October 6, 2016);
- School District No. 67 (Okanagan Skaha) – *Consistent Expectations and Effects for All School Districts* (October 7, 2016);
- School District 67 (Okanagan Skaha) – *Funding of Exempt Staff* (October 7, 2016)
- School District No. 37 (Delta) – *Select Standing Committee on Finance and Government Services* (October 14, 2016);
- School District No. 5 (Southeast Kootenay) – *Funding to Specialized Ed. Schools* (October 14, 2016);
- School District No. 5 (Southeast Kootenay) – *Needs Budget* (October 14, 2016);
- School District No. 53 – *Stable and Predictable Funding / Funding for Exempt Staff Increases* (October 17, 2016);
- School District No. 74 (Gold Trail) – *Exempt Staff Compensation* (October 17, 2016);
- School District No. 74 (Gold Trail) – *Government Appointed Official Trustee Concern* (October 18, 2016)
- School District No. 23 (Central Okanagan) – *Exempt Staff Compensation* (October 19, 2016)
- School District No. 5 (Southeast Kootenay) – *Firing of VSB* (October 26, 2016)
- School District No. 61 (Victoria) – *Support for Elected Boards* (October 28, 2016)
- BCSTA – Thompson Okanagan Branch - October 30, 2016
- BCTF: Correspondence to Dep. Minister, D. Byng (October 28, 2016)
- School District 70 (Alberni) – *Funding* (November 1, 2016)
- School District 70 (Alberni) – *Transportation Funding* (November 1, 2016)
- Deputy Minister, D. Byng – *Aboriginal Funding Carry Forward* (November 1, 2016)
- George Farkas, Assistant Deputy Minister, Ministry of Education – *Rural Education* (November 1, 2016)
Feedback Requested for Consideration
- M. Nyikes, Director, Ministry of Education: Youth Trades Capital Equipment Program (November 2, 2016)
- Hon. Minister M. Bernier, Ministry of Education: Correspondence to Teresa Rezansoff, President BCSTA (November 2, 2016)

Committee/Trustee Reports

Trustees reported on:

- Diwali: Festival of Lights
- Remembrance Day Ceremonies
- Cycling for Diversity – Cherry Hill Elementary
- Joint Meeting between the Board of Education and the District of Mission
- BC School Trustees' Association Chairs' Meeting

7. 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 future steps on the disposal of properties. Bid BC or realtor and monies received to which it was responded the School District will solicit bids to obtain a realtor; the sale process still requires approval from the Province; unless otherwise determined, 25% proceeds will be retained by the School District and 75% will return to provincial capital.

A question was asked regarding the letter proposed to the Province regarding bus funding to which it was confirmed a letter was submitted and formed the October Agenda as an information item.

A question was asked regarding the Agenda correspondence item and if the Board receives copies of responses to which it was responded that often there are no replies but if so, they are typically shared with other Boards.

A question was asked about the recent fatal incident at Abbotsford and if SD75 has taken steps in tightening local procedures. Response: The Superintendent was in immediate contact with Safe Schools in offering our School District's assistance. As well, a group of Principals and Vice-Principals met to review lockdown procedures. A further view of security cameras, assessing the actual processes is ongoing. The Mission RCMP have all School floor plans. A letter was sent to Mission families following the event offering reassurance of safe schools. The last thing we want is for schools to become "fortresses" – they are places for learning.

8. Adjournment

MOVED and Seconded that the meeting adjourn at 7:59 pm.

CARRIED

Chairperson

Secretary Treasurer

ITEM 8.1 Information

TO: Board of Education
FROM: Superintendent of Schools
SUBJECT: 2016 Premier's Award Finalist

British Columbia's Carbon Neutral Government Program was recently recognized at the 2016 Premier's Awards Ceremony as one of the provincial finalists in the Partnership category.

The Premier's Award for Partnerships showcases and celebrates the work of outstanding joint-ventures or multi-party initiatives between BC public service organizations and organizations in the broader public sector, other levels of government, First Nations communities, or in the private or not-for-profit sector.

Attachment:

- A. Correspondence: Ministry of Environment November 24, 2016
- B. Premier's Award



November 24, 2016

Angus Wilson
Superintendent
School District 75 Mission Public Schools

RE: 2016 Premier's Award Finalist

Dear Angus:

Congratulations! We have the pleasure of informing you that British Columbia's (BC) Carbon Neutral Government Program was recently recognized at the 2016 Premier's Awards ceremony as one of the provincial finalists in the Partnership category. This is fitting because collaborative and committed partnerships with public sector organizations like yours have been central to the successful achievement of the public sector's carbon neutrality in BC for the past six consecutive years. The Premier's Award for Partnerships showcases and celebrates the work of outstanding joint-ventures or multi-party initiatives between BC public service organizations and organizations in the broader public sector, other levels of government, First Nations communities, or in the private or not-for-profit sectors. The success of BC's Carbon Neutral Government Program is founded on the commitment, innovation and partnership of the Province's 127 public sector organizations, including School District 75 Mission Public Schools, to catalyze public sector climate action.

We would like to personally thank School District 75 Mission Public Schools for your ongoing commitment to climate action and carbon neutral operations. Attached please find School District 75 Mission Public Schools's copy of the finalist award certificate. A video was produced in association with the award, highlighting some of the achievements and impacts of the Carbon Neutral Government commitment. You can view it here:

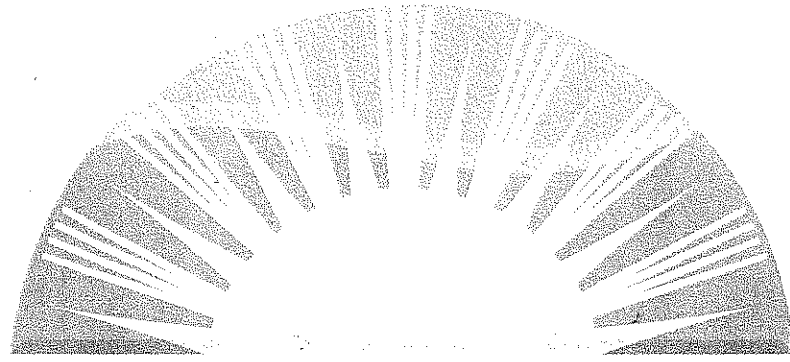
https://www.youtube.com/watch?v=LPBzni1vuco&index=14&list=PLSNb4N2Am_HZIuaolGrpDaBznhvftKZur

We encourage you to display this certificate publicly, and share the spotlight video with others.

Thank you,

Susanna Laaksonen-Craig
Assistant Deputy Minister
Climate Action Secretariat

Suzanne Spence
Executive Director
Climate Action Secretariat



PREMIER'S AWARD

PROMOTING INNOVATION AND EXCELLENCE

Carbon Neutral Government Program: Catalyzing Public Sector Climate Action

Ministry of Environment
and Partners

PARTNERSHIP

PROVINCIAL FINALIST AWARD 2016



Where ideas work

Christy Clark
Premier Christy Clark

ITEM 9.1 Action

TO: Board of Education
FROM: Education Committee
SUBJECT: Policy #5: Strategic Plan

Recommendation

THAT the Policy #5: *Strategic Plan* be approved and implemented as presented.

Executive Summary:

The Board of Education initiated the development of the Strategic plan in 2015. The completion of the plan was delayed until the new senior staff was hired. The Board and senior staff reviewed the draft plan in August 2016, and referred the draft plan to the education team to assist with the Framework for Learning.

The draft plan was presented at the October 18, 2016 public Board meeting for approval in principle. The following motion was passed at the October 18, 2016 public Board meeting:

THAT the draft Strategic Plan be approved in Principle; and

AND THAT the draft Strategic Plan be referred to the public for comment;

AND THAT the public comments be referred to the Education Committee to be considered with the draft Strategic Plan at the November 29, 2016 meeting;

AND THAT the final Strategic Plan be returned to the Board for consideration at the December 13, 2016 Board meeting.

Analysis and Impact:

An approved strategic plan will form the basis for future budgets and work plans. Delaying the adoption of a strategic plan would delay the incorporation of a strategic focus on future decisions.

Strategic Priority:

The adoption of a strategic plan will provide a focus for future decisions.

Policy, Regulation, Legislation:

There is no requirement for a Board to have a strategic plan in place.

Public Participation:

The draft plan was solicited to partner groups and the public for feedback. The due date for feedback was November 18, 2016. As of that date, feedback was not received.

Implementation:

Once approved, Policy #5 will be announced to Staff, uploaded to the School District's website, and forwarded to BCSTA for uploading to their website under School District policies.

Attachment:

1. Draft Policy #5: *Strategic Plan*

Board of Education Strategic Priorities (2016 – 2018)

Policy #5

Mission Public School District serves a diverse student population, aiming to inspire learning through inclusive high quality learning environments so that every student can reach their full potential.

INTRODUCTION

The Mission Board of Education is responsible for the governance of the Mission Public School District (MPSD). This responsibility includes setting the operating and governance framework for the organization. Good governance practices recommend identifying and communicating priorities for an organization through a strategic plan.

In the fall of 2015, the Board of Education initiated the process of creating a strategic plan to set direction for the School District and guide decisions over the next three years. Through the process, the Board committed to focus on student learning, and to keep student learning at the forefront of Board decision-making.

The pages that follow reflect the Boards' understanding of the current state of MPSD, and the priorities to best serve our students in the coming years. 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.

**Mission Public School District
~ Board of Education**



BOARD OF EDUCATION STRATEGIC PRIORITIES (2016 – 2018)

OUR VALUES

As we lead the Mission Public School District, we will:

ACCOUNTABLE

- Be transparent in our decision-making.
- Seek information in order to base decisions on an informed understanding.
- Accept ownership of the results of our decisions.
- Establish processes to review key decisions so that we may better understand and learn from the outcomes we achieve.
- Make every effort to fulfill our promises and commitments.

ETHICAL

- Engage in principle-based decision-making.
- Demonstrate an unbiased, open, honest, non-judgmental, trustworthy and balanced approach.
- Act in accordance with the ethical professional standards and values that we have agreed upon.
- Acknowledge the un-ceded ancestral territory of the Sto:lo people

COLLABORATIVE

- Work together in an open-minded way that is respectful of other perspectives and points of view.
- Be receptive to new ideas and provide opportunities for two-way dialogue.
- Make every effort to engage in clear open communication.
- Ask for feedback and be open to suggestions. We will seek opportunities to listen to and involve others in decision-making.

COMPASSIONATE

- Have empathy for others.
- Seek to understand and respect various cultural perspectives and divergent points of view.
- Be caring, supportive, sympathetic, and respectful.

STRATEGIC PRIORITIES

The Board identified six strategic priorities for 2016 – 2018. With this Strategic Plan, the Board directs the development of plans and programs for the 2016/2017 and 2017/2018 school years to help achieve the goals.

The Superintendent is tasked with leading to the School District's administration in the development of plans and programs that align with these priorities and the identified actions.

1. A FRAMEWORK FOR LEARNING

Student learning is the central focus of the School District. In accordance with the Ministry of Education's Mandate for the School System, we want to provide our students with an educational environment that nurtures the development of an Educated Citizen.

Goal:

The development of citizens who are:

- thoughtful, able to learn and to think critically, and who can communicate information from a broad knowledge base;
- creative, flexible, self-motivated, and who have a positive self-image;
- capable of making independent decisions;
- skilled and who can contribute to society generally, including the world of work;
- productive, who gain satisfaction through achievement and who strive for physical well-being;
- co-operative, principled, and respectful of others regardless of differences;
- aware of the rights and prepared to exercise the responsibilities of an individual within the family, the community, Canada, and the world.

To support this, the School District encourages multiple pathways to graduation and post-secondary options.

Actions:

In collaboration with education leaders and partners, develop a 3-5 year implementation plan for the new curriculum that includes:

- full implementation of the [Aboriginal Enhancement Agreement](#) by 2019;
- respecting and implementing the [First Peoples' Principles of Learning](#);
- equitable access to resources to support the development of the Educated Citizen through the redesigned curriculum;
- quality assessment^d in accordance with the Ministry of Education that informs meaningful instruction. School-based, School District and provincially developed assessment will provide information for students and families which reflects student progress and achievement.

In collaboration with education leaders and partners, develop a strong support system considering the needs of students that includes:

- effective services and initiatives that support our Aboriginal Enhancement Agreement Goals (1. Honouring Culture, 2. Meaningful Contributions, 3. Positive Learning Experiences, 4. Looking to the Future);



- a sense of belonging and ensuring successful transition for Aboriginal students;
- information in order to inform, understand, and develop support plans when students are struggling to achieve;
- a process to support a student's education program when assessments indicate that support is necessary to advance student learning;

- engaging the entire spectrum of learners with the design and implementation of rigorous academic programs and co-curricular opportunities;
- striving for inclusion by providing all students equitable access to learning, achievement and the pursuit of excellence in all aspects of their school experience.

(Source: Special Education Services: A manual of policies, procedures and guidelines).

2. HUMAN RESOURCES TO SUPPORT STUDENT LEARNING

Employees bring the skills and talents that will move us closer to achieving our goal for student learning. Students benefit from working with well-trained educators, support staff, and leaders.

Goal:

We have engaged, well-educated, and committed employees to support student learning.



Actions:

To support School District employees through:

- effective recruitment, retention, and succession planning strategies;
- a program of collaboratively developed on-going professional development for educators, leaders, and education support staff;
- supporting all employees with health and wellness initiatives;
- provision and funding of time for teachers to collaborate and implement new initiatives; and
- strong, productive working relationships with employees, unions, and employee groups.



3. PLAN FOR TECHNOLOGY

The Board recognizes the need for a plan to address the acquisition and use of technology to support the School District.

Goal:

In a fiscally responsible manner, use technology to provide more effective support for student learning and more efficient business services.

Action:

Develop a plan to upgrade and expand the use of technology in order to enhance student learning *and* improve business processes. The plan must include funding and implementation.



4. COMMUNICATION AND ENGAGEMENT

Effective communication, both internal and external to the School District, and effective public engagement is critical for success in all areas of the organization.

Goal:

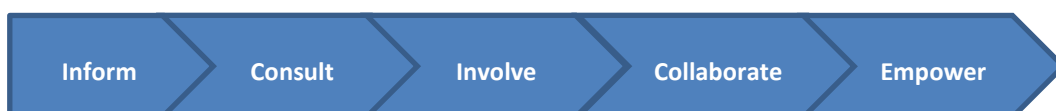
To enhance the School District's communication and public engagement processes.

Actions:

Develop a communication plan that outlines key communication objectives and strategies for the School District including specifying the way in which the website, social media and traditional media will be used.

Develop a public participation process for decision making to more effectively engage with students, staff, parents, employee organizations, and the general public. Consider the IAP2 spectrum of public participation.

IAP2 Spectrum of Public Participation



5. ECONOMIC SUSTAINABILITY

The Board works diligently to ensure fiscal responsibility attaining a balanced budget.

Goal:

To maintain a healthy financial position and at the same time provide the resources necessary to support student learning and effective School District operations.

To ensure School District assets are readily available to support student learning.

Actions:

Using an open and transparent process, develop an annual balanced budget that provides for efficient operations, enhanced student learning, while achieving the objectives of the new curriculum.

Develop short and long-term plans for the optimal use of School District assets and resources. This includes identifying emerging demographic changes that will affect both the affordability and sustainability of School District assets and resources.

6. GOVERNANCE

The Board is dedicated to providing effective Governance for the Mission Public School District recognizing the responsibility we have to the public and education partners.

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

Ultimately, the Board must make decisions and be held accountable for those decisions.

Goal:

To provide effective governance for the Mission Public School District, by working with and listening to our education partners.

To ensure that the School District needs are held paramount in the co-governance model with the BC Ministry of Education.

Actions:

Review, revise and create policy and committee structures that contribute to effective governance and operational direction. Policies will be reviewed and revised ensuring transparent participation.

Roles and responsibilities will be clear and articulated to match the values of the Board of Education.



End Notes:

Framework for Learning: Assessment and Curriculum.

ⁱ According to the Ministry of Education, Assessment and curriculum are interconnected. Provincial exams and classroom assessments are being redesigned to align with new curriculum content. Equally importantly, our new provincial graduation exams will align not only with new curriculum, but with research on best practice, which highlights student centered and personalized ways of learning. Exams will continue to be rigorous and based on learning standards evaluating student achievement, core competencies, essential learning and literacy and math skills. However, more flexibility will be introduced into the assessment process wherever possible.

Quality assessment is fair, transparent, meaningful and responsive to all learners

- Focuses on all three components of the curriculum model – knowing, doing, understanding
- provides ongoing descriptive feedback to students
- is ongoing, timely, specific, and embedded in day to day instruction
- provides varied and multiple opportunities for learners to demonstrate their learning
- involves student in their learning
- promotes development of student self-assessment and goal setting for next steps in learning
- allows for a collection of student work to be gathered over time to provide a full profile of the learner and learning
- communicates clearly to the learner and parents where the student is, what they are working towards and the ways that learning can be supported

Source: Ministry of Education

ITEM 9.2 Action

TO: Board of Education
FROM: Education Committee
SUBJECT: Policy #50: Board Meeting Procedures

Recommendation

**THAT the Policy #50: *Board Meeting Procedures* be approved and implemented as presented; and
THAT Policy #8 *Board Organization and Operation Bylaw #1 – 2012* will be rescinded and replaced
with policy #50.**

Executive Summary:

The Board of Education is dedicated to providing effective Governance for the Mission Public School District recognizing the responsibility it has to the public and education partners.

To conduct its business in a manner that supports and respects the relationships and responsibilities of the Board, clear meeting procedures are needed. The Board Meeting Procedure policy was developed in consultation with interest groups. The following motion was passed at the October 18, 2016 public Board meeting:

THAT the draft Board Meeting Procedures policy be approved in Principle;

AND THAT the draft Board Meeting Procedures policy be referred to the public for comment;

AND THAT the public comments be referred to the Education Committee to be considered with the draft Board Meeting Procedures policy at the November 29, 2016 meeting;

AND THAT the final Board Meeting Procedures policy be returned to the Board for consideration at the December 13, 2016 Board meeting.

Analysis and Impact:

The revised policy is designed to support a more open and transparent meeting process, and to outline key rules for the Board to consider for meetings. The policy has been developed in consultation with partner groups.

Strategic Priority:

The Board has indicated its desire to operate in a more open and transparent process. The policy is in alignment with this objective.

Policy, Regulation, Legislation:

Section 67 (5) of the *School Act* requires a Board to establish procedures governing the conduct of meetings and must permit any person to inspect those procedures.

The Board currently operates under Board Organization and Operation Bylaw #1 – 2012, also referred to as Policy #8. The meeting procedures may be set by policy, and do not require a separate Bylaw. Policy #8 *Board Organization and Operation Bylaw #1 – 2012* will be rescinded and replaced with policy #50.

Public Participation:

The draft policy was solicited to for feedback in a broad public consultation process for feedback. The due date for feedback was November 18, 2016. Feedback has not been received.

Implementation:

Once approved, Policy #50 will be announced to Staff, uploaded to the School District's website, and forwarded to BCSTA for uploading to their website under School District policies.

It should be noted all School District policies are currently under review and is an ongoing project.

The current policy #5 *Trustee Code of Ethics*, will eventually be revised with a new number yet to be issued.

Attachments:

A. Policy #50: Board Meeting Procedures

B. Policy #8: Board Organization and Operation Bylaw #1 - 2012

Board Meeting Procedures

Policy #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:

Date Amended:

Legal Reference: *School Act, Sections 65 – 72*

Board Organization and Operation Bylaw #1 - 2012

The Board of Education will establish by bylaw, procedures and guidelines for the organization and operation of its standing committees and business meetings.

Meetings

Regular Meetings

If no alternative regular meeting dates are set, regular meetings of the board shall be held on the second Tuesday of each month. Meeting dates will be published in September of each school year.

Rules of Order

In all meetings of the Board of Education, procedures shall be governed by *Roberts Rules of Order*, except where provisions of the bylaws of the board or the *School Act* may conflict, in which case the latter shall prevail.

Special Meetings

A special meeting of the board to deal exclusively with an emergent issue may be called by the board chair, or by the vice chair upon the request of three trustees.

Notice of Meetings

Forty-eight hours notice shall be given of each regular and special meeting of the board. Notice of any special meeting of the board may be waived provided that reasonable steps shall have been taken to notify all trustees of the meeting and that not less than the number of trustees required to make a quorum agree to the waiving of the written notice.

Quorum

A quorum shall be a majority of trustees holding office at the time of the meeting.

If, thirty minutes after the time appointed for the meeting of the board, there is not a quorum present then the meeting shall stand adjourned to a date in the month of the adjourned meeting to be fixed by the chair, or, in default of the chair's fixing the same, then until the next regular meeting. The secretary-treasurer shall record the names of the trustees present at the expiration of such thirty minutes.

No act or proceeding shall be valid or binding on the board unless such act or proceeding shall have been adopted at a regular, in camera or special meeting called and held as herein provided.

In-Camera Session

All matters coming before the board shall be considered at public sessions except the following:

- Personnel Matters
- Legal Matters
- Student Matters
- Property Matters
- Initial Examination of the Auditors' Management Letter

A trustee may make a motion to place an in-camera item of business on to the agenda of the public session and, upon the motion being seconded and discussed, a simple majority vote in favor of the motion shall be sufficient cause to move the item into the public session.

Subject to appropriate sections of the *School Act*, its attendant regulations, and existing contracts, the board may excuse from attendance at an in-camera meeting an employee under consideration by the board relative to his salary, promotion or termination, efficiency, discipline, retirement or any other matter directly concerning the employee.

Inaugural Meeting

Time of Meeting

The inaugural meeting of the board shall be held in December of each year at the time, place and date determined in accordance with the process herein provided; and in the event that the board shall not so determine, then such meeting shall be held at the hour of 7:00 pm in the board room of the second Tuesday in December.

Election of Officers

The secretary-treasurer shall call the meeting to order and shall preside at such meeting until a board chair shall have been elected.

A trustee-elect shall become a trustee upon making the prescribed Oath of Office, by oath or solemn affirmation, and signing the Trustees' Code of Ethics.

Election of Board of Education Chair

The presiding official shall then conduct the election of a board chair according to the rules provided herein. Upon election, the board chair shall assume the chair and shall immediately conduct the election of the vice-chair.
Appointment of Committee Membership and Chair

The board chair shall then appoint committee members and chairs as are required by this bylaw and shall name the board's appointees to liaison schools and other boards and organizations as are required. The appointments shall be made by the board chair only after trustees have had an opportunity to make their preferences known. All the appointments made by the board chair shall be subject to the approval of the board. The meeting shall then proceed with such other matters as are properly brought before it.

Election Procedure

The procedure for election of board chair, or such other board officer as may be required from time to time shall be as follows:

- Any trustee may be nominated by any other trustee and no seconder shall be required.
- Nominations shall be called three times unless a motion is passed that nominations cease.
- A motion that nominations cease shall always be in order and, upon being seconded, shall be voted on without debate.
- All voting shall be by ballots.
- Should more than two nominations be received, balloting shall continue until one trustee receives a clear majority of the votes. The name of the trustee receiving the least number of votes shall be dropped from the list of nominees for each succeeding ballot. In the event of two trustees being tied for the least

number of votes, a special ballot shall be taken for the purpose of determining which name shall be dropped.

Procedure of Appointing Committee Members

In order to assist the board chair in making the appointments required as outlined above, at least one week prior to the Inaugural Meeting, the secretary-treasurer shall provide each trustee and trustee-elect with a copy of this bylaw and a form on which are listed all of the standing committees of the board and all of the special appointments.

Committees

Standing Committees

The standing committees of the board shall be the Education Committee and the Business Committee.

Standing Committee Members

At the Inaugural Meeting of the board, the board chair shall appoint two trustees to serve on each of the standing committees. Standing committees shall meet as required.

Board Chair Ex Officio

The chair of the board shall be ex officio member of all committees.

Quorum

For all committees, a quorum shall require a trustee member of the committee.

Vacancies

Should a vacancy occur on any committee, the board chair shall solicit a successor from fellow trustees and so name that person.

Report

All committees shall report to the board on a regular basis. A minority of any committee may also report. Standing committees shall consider and make recommendations to the board in matters assigned to them or in other matters within their jurisdiction. No action shall be taken on the report of any committee until the report has been formally approved by the board.

The superintendent of schools and/or secretary-treasurer and/or assistant superintendent(s) shall confer with and keep all chair of committees informed on matters within the jurisdiction of the committee, and shall meet with the committee at such times as the committee may desire.

No trustee shall serve as chair of more than one standing committee.

Termination of Committees

All committees of the board shall be automatically discharged on November 30 of each year or at such earlier date as the work of the committee has been completed.

Special Committees

Special committees may be appointed for any purpose by the board.

Functions and Jurisdiction of Standing Committees

Jurisdiction of the Education Committee

The Education Committee shall meet with appropriate staff to review and recommend to the board policies, budgets and actions pertaining to educational programs, student services, schools and other matters as referred by the board.

Jurisdiction of the Business Committee

The Business Committee shall meet with appropriate staff to review and recommend to the board policies, budgets and actions pertaining to long range planning, board bylaws, business services, personnel and other matters as referred by the board.

Minutes

Records of minutes will be kept in accordance with *Roberts Rules of Order*.

Passage and Amendments of Bylaws

Before it is passed, a bylaw of the board must be given 3 distinct readings. Subject to subsection (3), at each of the readings of a bylaw, the bylaw must be read in full. A reading of a bylaw may, if a written or printed copy of a bylaw is in the possession of each trustee and is available to each member of the public in attendance at the meeting at which the bylaw is to be read, consist of a description of the bylaw by (a) its title, and (b) a summary of its contents. The board may not give a bylaw more than 2 readings at any one meeting unless the members of the board who are present at the meeting unanimously agree to give the bylaw all 3 readings at that meeting.

Date of Board Approval: January 2012

Date Amended: February 2012

Legal Reference: School Act, Sections 65-67

Board of Education Meeting (Regular) December 13, 2016



ITEM 9.3 Action

TO: Board of Education
FROM: Secretary Treasurer
SUBJECT: 2016-2017 Board Meeting Schedule

Recommendation

THAT the 2016–2017 Committee of the Whole meeting schedule be approved as presented.

Background/Rationale

Education and Business Committees were typically held on the first Tuesday of each month. Traditionally, Business Committee meetings were held behind closed doors; Education Committee meetings were open to members of partner groups (DPAC, MTU, CUPE, PVPA).

As the Board of Education moves into a new direction of open and transparent business, it has been determined in accordance with new Policy #50 *Board Meeting Procedures*, that it is desirable to produce a new schedule of meetings. The new Committee of the Whole (“COTW”) will replace existing committees and will be open to members of the partner groups and the public as whole.

Please note that as the Board undergoes review of policies and procedures, it is proposed to hold up to two meetings each month for the duration of this school year in order to facilitate the work.

Some dates have been adjusted to reflect scheduled and approved school/statutory holidays.

Meetings will be held at the District Education Office and will commence at 3:30 pm and shall not last longer than 6:00 pm unless a motion to extend the meeting is passed by a minimum 2/3 majority of Trustees present.

For further details on COTW meetings, please refer to Policy #50 *Board Meeting Procedures* (Attached to Item 9.2 of this Agenda).

Attachment:

- A. 2016-2017 Committee of the Whole Meeting Schedule

**Public Board Meeting
December 13, 2016**

2016-2017 Committee of the Whole Meetings

District Education Office – Boardroom

3:30 pm – Open to the Public

January 10, 31

February 7, 28

March 7

(Spring Break March 13 – 24)

April 4, 18

May 9, 30

June 6

ITEM 9.4 Action

TO: Board of Education
FROM: Business Committee
SUBJECT: 2015-2016 Statement of Financial Information

Recommendation:

THAT the Statement of Financial Information for the Year Ended June 30, 2016 be approved.

Summary:

Annually the School District prepares the Statement of Financial Information in accordance with legislation, and upon approval, submits the report to the Ministry of Education and make the report available for public review.

Analysis and Impact:

The Statement of Financial Information report for the year ended June 30, 2016 contains the following reports as prescribed by the *Financial Information Act*:

1. Approval Statement, to be signed by the Board Chairperson, Superintendent, and Secretary Treasurer.
2. Financial Information Act – Submission Checklist.
3. Management Report, to be signed by the Superintendent and the Secretary Treasurer.
4. Schedule of Debt.
5. Schedule of Guarantee and Indemnity Agreements.
6. Schedule of Remuneration and Expenses of Elected Officials, and Staff earning greater than \$75,000 a year and the consolidated total of all other employee earnings for the School District.
7. Statement of Severance Agreements.
8. Schedule of Payments for Goods and Services greater than \$25,000 to one vendor and the consolidated total of payments to all other vendors.
9. Reconciliation of the Schedule of Remuneration and Expenses and the Schedule of Payments for Goods and Services to the Financial Statements.
10. Audited Financial Statements of School District No. 75 (Mission), June 30, 2016.

Strategic Priority:

Not Applicable

Policy, Regulation, Legislation:

The Statement of Financial Information is prepared in accordance with the requirements of the *Financial Information Act*. The report is provided to the Ministry of Education, which oversees the activities of School Districts. The report must also be made available for public review.

Public Participation

This to information is provided to inform the public on the financial activities of the School District.

Attachment:

- A. 2015-2016 Statement of Financial Information



School District No. 75

STATEMENT OF FINANCIAL INFORMATION

For Year Ended June 30, 2016

**School District
Statement of Financial Information (SOFI)**

School District No. 75 (Mission)

Fiscal Year Ended June 30, 2016

TABLE OF CONTENTS

Documents are arranged in the following order:

1. Approval of Statement of Financial Information
2. Financial Information Act Submission Checklist
3. Management Report
4. Schedule of Debt
5. Schedule of Guarantee and Indemnity Agreements
6. Schedule of Remuneration and Expenses
7. Statement of Severance Agreements
8. Schedule of Payments for the Provision of Goods and Services
9. Reconciliation or Explanation of Differences to Audited Financial Statements
10. Audited Financial Statements



SCHOOL DISTRICT STATEMENT OF FINANCIAL INFORMATION (SOFI)

6049

SCHOOL DISTRICT NUMBER	NAME OF SCHOOL DISTRICT	YEAR
OFFICE LOCATION(S)		TELEPHONE NUMBER
MAILING ADDRESS		
CITY	PROVINCE	POSTAL CODE
NAME OF SUPERINTENDENT		TELEPHONE NUMBER
NAME OF SECRETARY TREASURER		TELEPHONE NUMBER

DECLARATION AND SIGNATURES

We, the undersigned, certify that the attached is a correct and true copy of the Statement of Financial Information for the year ended

for School District No. _____ as required under Section 2 of the Financial Information Act.

SIGNATURE OF CHAIRPERSON OF THE BOARD OF EDUCATION	DATE SIGNED
SIGNATURE OF SUPERINTENDENT	DATE SIGNED
SIGNATURE OF SECRETARY TREASURER	DATE SIGNED

EDUC. 6049 (REV. 2008/09)

Statement of Financial Information for Year Ended June 30, 2016

Financial Information Act-Submission Checklist

	<i>Due Date</i>
a) <input checked="" type="checkbox"/> A statement of assets and liabilities (audited financial statements).	<i>September 30</i>
b) <input checked="" type="checkbox"/> An operational statement including, i) a Statement of Income and ii) a Statement of Changes in Financial Position, or, if omitted, an explanation in the Notes to Financial Statements (audited financial statements)	<i>September 30</i>
c) <input checked="" type="checkbox"/> A schedule of debts (audited financial statements).	<i>September 30</i>
d) <input checked="" type="checkbox"/> A schedule of guarantee and indemnity agreements including the names of the entities involved and the amount of money involved. (Note: Nil schedules can be submitted December 31).	<i>September 30</i>
e) A schedule of remuneration and expenses, including:	<i>December 31</i>
<input checked="" type="checkbox"/> i) an alphabetical list of employees earning over \$75,000, the total amount of expenses paid to or on behalf of each employee for the year reported and a consolidated total for employees earning under \$75,000. If the total wages and expenses differs from the audited financial statements, an explanation is required.	
<input checked="" type="checkbox"/> ii) a list by name and position of Board Members with the amount of any salary and expenses paid to or on behalf of the member	
<input checked="" type="checkbox"/> iii) the number of severance agreements started during the fiscal year and the range of months' pay covered by the agreement, in respect of excluded employees. If there are no agreements to report, an explanation is required	
f) <input checked="" type="checkbox"/> An alphabetical list of suppliers receiving over \$25,000 and a consolidated total for those suppliers receiving less than \$25,000. If the total differs from the Audited Financial Statements, an explanation is required.	<i>December 31</i>
g) <input checked="" type="checkbox"/> Approval of Statement of Financial Information.	<i>December 31</i>
h) <input checked="" type="checkbox"/> A management report approved by the Chief Financial Officer	<i>December 31</i>

School District #75 (Mission)

**School District
Statement of Financial Information (SOFI)**

School District No. 75 (Mission)

Fiscal Year Ended June 30, 2016

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all other schedules of financial information and for ensuring this information is consistent, where appropriate, with the information contained in the financial statements and for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Education is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements as required by the *School Act*. Their examination does not relate to the other schedules of financial information required by the *Financial Information Act*. Their examination includes a review and evaluation of the board's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of School District #75 (Mission)

Angus Wilson, Superintendent

Date:

Corien Becker, Secretary Treasurer

Date:

Prepared as required by *Financial Information Regulation*, Schedule 1, section 9

**School District
Statement of Financial Information (SOFI)**

School District No. 75 (Mission)

Fiscal Year Ended June 30, 2016

SCHEDULE OF DEBT

Information on all long term debt is included in the School District Audited Financial Statements.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 4

**School District
Statement of Financial Information (SOFI)**

**School District No. 75 (Mission)
Fiscal Year Ended June 30, 2016**

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

School District No. 75(Mission) has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 5

Mission Public Schools
Year Ended June 30, 2016
Schedule of Remuneration & Expenses

Name	Remuneration	Expense
Elected Officials:		
CAIRNS, RANDY	\$ 17,683.80	\$ 2,923.16
CARTER, SHELLEY	17,816.20	3,881.21
LOFFLER, TRACY	19,035.28	1,828.14
McKAMEY, RICK	20,717.88	2,021.24
TAYLOR, JAMES	17,683.80	1,917.16
Total Elected Officials	\$ 92,936.96	\$ 12,570.91

Detailed Employees > 75,000.00:

<u>Detailed Employees > 75,000.00:</u>	<u>Position:</u>		
ABERCROMBIE, MICHAEL	PRINCIPAL	\$ 101,192.20	\$ 174.96
ALDEN, SEANN	TEACHER	86,105.18	100.00
ALEXANDER, M. SCOTT	TEACHER	89,988.66	-
ALVES, TAMARA K	TEACHER	84,187.76	-
AMAYA, JODIE	TEACHER	80,435.67	-
ANDERSON, CAMILLE	TEACHER	80,072.83	64.80
ANDERSON, CYNTHIA D	VICE-PRINCIPAL	103,170.68	70.95
ANDERSON, PETER	TEACHER	85,476.29	-
ARENDS, DAVID MARK	TEACHER	80,206.23	-
ARMITSTEAD, CAROLYN E	TEACHER	79,862.63	-
ARMSTRONG, SUSAN	TEACHER	87,993.33	-
BAKER, KATHERINE	TEACHER	85,609.28	200.00
BANKS, JANET	TEACHER	86,817.98	-
BARBER, BRIAN	PRINCIPAL	105,618.45	-
BARCLAY, BARRY	TEACHER	87,436.14	-
BENEDICT, LAURA	TEACHER	79,211.57	344.46
BERKES, JACQUELINE	TEACHER	86,163.83	-
BERTALAN, ZOLTAN	TEACHER	89,883.05	-
BOBETSI, SUSAN MAUREEN	DIRECTOR, HR	98,981.17	18.52
BOULTER, RYAN E	TEACHER	79,332.23	-
BOWSFIELD, SHANNON	TEACHER	85,074.00	-
BRISSON, GINETTE	TEACHER	79,862.63	120.20
BROOKS, PAMELA MARGARET	TEACHER	80,030.71	-
BROWN, JULIE A	VICE-PRINCIPAL	79,525.24	153.95
BROWN-EVANS, LOIS EMILY ASHM	TEACHER	75,577.93	-
BUCCINI, MARIA	TEACHER	78,331.66	-
BUCHER, PETER	TEACHER	84,858.66	-
CARIOU, SHAWNA	TEACHER	85,609.04	-
CHALKE, SHERRI L	TEACHER	85,609.12	267.98
CHAMBERS, SANDRA	TEACHER	82,419.21	17.48
CHAN, FRANK	TEACHER	89,275.85	-
CHEZZI, CAROLYN S	TEACHER	81,886.87	129.69
CHEZZI, DARREN J	TEACHER	80,045.66	-
CHOW, WAYNE	VICE-PRINCIPAL	105,572.35	-
CHUNG, AMBER J	TEACHER	85,005.91	-
CLARK, ROBERT D	VICE-PRINCIPAL	92,532.40	-
COLE, GREGORY	TEACHER	87,397.58	979.94
CONDON, ANGELA	PRINCIPAL	104,028.41	4.63
COULTHARD, WENDY M	TEACHER	79,331.87	211.42
CRAIG, JENNIFER LOUISE	TEACHER	79,202.07	-

Mission Public Schools
Year Ended June 30, 2016
Schedule of Remuneration & Expenses

Name		Remuneration	Expense
CULLEN, BETH-ANNE	VICE-PRINCIPAL	104,996.35	707.21
CURROR, SUSAN	TEACHER	80,497.45	12.86
CYR, DAVID W	PRINCIPAL	108,746.78	3,903.23
DAVIS, JOANNE	TEACHER	88,147.02	77.00
DAY, KATHRYN	PRINCIPAL	108,387.86	-
DEMPSTER, MELINDA	PRINCIPAL	104,854.22	-
DENIZOT, ISABELLE	TEACHER	86,427.32	73.58
DERKSEN, JARED	TEACHER	79,716.63	-
DERY, SUZANNE	TEACHER	80,054.93	-
DESORMEAUX, KATHERINE E	TEACHER	80,033.61	-
DHALIWAL, BALJIT	TEACHER	87,543.86	242.08
DHALIWAL, KULJIVAN S	TEACHER	87,569.98	-
DICKINSON, LINDA	TEACHER	89,265.01	-
DIRKS, WINFRIED MARK	TEACHER	85,927.53	-
DUNHAM, PAULA	TEACHER	84,283.73	467.94
DUTHIE, LISA NADINE	TEACHER	88,032.17	-
ELL, MARIJKE	TEACHER	86,807.79	-
ELLIS, JEREMY	TEACHER	85,609.04	-
EVANS, ALISON	TEACHER	83,380.28	202.52
FAIRE, CATHERINE C	TEACHER	87,397.58	-
FALK, PATRICIA K	TEACHER	79,862.63	-
FERGUS, LORI ANN	TEACHER	84,328.45	-
FERNIE, JAIME S	TEACHER	80,048.51	-
FERRIE, MYLES	TEACHER	79,624.06	472.07
FISSEL, CAROL	TEACHER	84,736.30	645.66
FLETCHER, WILLIAM	SUPERINTENDENT	113,930.25	6,152.77
FORREST, DARRAN	PRINCIPAL	105,675.72	55.65
FRANCIS, LEA	TEACHER	88,487.66	-
GABRIELE, MARCELLO	VICE-PRINCIPAL	105,439.95	10.61
GAGNE, SYLVAIN	TEACHER	85,901.89	386.75
GALLO, DIANE	TEACHER	85,612.10	792.32
GASTON, PENNY R	TEACHER	85,497.35	-
GAUTHIER, MARIE-HELENE	TEACHER	79,898.92	690.45
GIBSON, SHIRLEY	PRINCIPAL	117,787.57	300.70
GOODWIN, JENNIFER L	TEACHER	76,772.30	-
GRANT, GLENN	TEACHER	85,613.36	-
GRANT, KIMBERLEY	TEACHER	87,751.33	220.20
GRANT, SHEILA	TEACHER	79,232.93	-
GREENSHIELDS, E JEAN	TEACHER	79,283.03	-
GRENIER, VICKY	TEACHER	78,644.86	498.55
GRESHAM, DONNA L	TEACHER	87,568.97	1,022.15
GREWAL, HARDEEP	VICE-PRINCIPAL	105,572.35	1,122.69
HALLAM, SONJA M	TEACHER	78,386.79	414.75
HANDY, LYNDA A	DISTRICT VICE-PRINCIPAL	103,893.98	192.05
HANNAH, COLLEEN	DISTRICT PRINCIPAL	111,793.55	-
HANSSON, HEATHER	TEACHER	87,406.06	857.25
HEAVENOR, ANNA	TEACHER	85,278.09	83.16
HENNESSEY, KELLY C	TEACHER	82,317.63	-
HESLIP, JOSEPH	DISTRICT PRINCIPAL	106,532.38	3,644.35
HOOGE, REENA	TEACHER	87,330.34	-
HORN, PAUL	TEACHER	79,341.90	698.46
HUTH, RANDY S	ASSISTANT SUPERINTENDENT	137,909.03	4,701.71
IZBICKI, SUZETTE	TEACHER	81,038.13	202.52

Mission Public Schools
Year Ended June 30, 2016
Schedule of Remuneration & Expenses

Name		Remuneration	Expense
JAKOBS, BROOKE	TEACHER	78,605.11	-
JAKOBS, DANIEL	TEACHER	85,609.04	599.83
JEFFERSON, WAYNE	SECRETARY TREASURER	115,353.45	8,589.72
JEPSEN, LARRY A	DIRECTOR, INSTRUCTION	146,657.92	22,820.88
JEPSEN, PATRIZZIA	TEACHER	86,143.74	-
JOHNSTON, BOBBI D	TEACHER	85,438.26	11.49
JOHNSTON, KRISTI A	TEACHER	90,636.70	-
KAPTY, JOHN	TEACHER	80,479.84	-
KOOY, DEBRA	TEACHER	86,143.74	-
KOROLEK-SPICER, CARLA J	TEACHER	84,858.66	-
KRISTIANSEN, ELAINE	TEACHER	90,296.66	-
LAHEY, JOAN	TEACHER	80,044.48	-
LANZELLOTTI, LEAH	TEACHER	80,030.71	-
LAWLOR, KELLY	TEACHER	80,820.07	-
LEBLANC, CHERYL I	TEACHER	80,650.52	19.21
LEWINGTON, WENDY	TEACHER	81,077.67	263.72
LILLBECK, TERRY D	TEACHER	78,570.56	60.00
LINDORES SLOBODA, DONNA J	TEACHER	85,609.04	-
LOVE, COLIN C	TEACHER	92,118.84	-
LOWRIE, SCOTT GAR LOONG	TEACHER	76,381.11	-
LUYKEN, ANTHONY	TEACHER	80,388.32	17.49
MACAULAY, JUDY A	TEACHER	77,551.14	-
MACBLAIN, MICHAEL	TEACHER	87,070.54	48.00
MACCRIMMON, IAN W	TEACHER	82,687.74	-
MACDONALD, GLEN T	TEACHER	82,322.26	-
MACDONALD, HEATHER L	TEACHER	84,949.03	413.94
MACLEOD, JULIE	TEACHER	80,869.80	34.99
MAHNEKE, TRIXIE	TEACHER	79,709.56	-
MALKS, AARON	TEACHER	84,145.94	-
MALKS, MAJA	TEACHER	85,186.61	-
MALTAIS, JOSEE	TEACHER	86,869.25	-
MAR, LORRAINE	TEACHER	79,731.55	-
MARINER, DOUGLAS	TEACHER	87,397.58	-
MARSHALL, ROSS	MECHANIC FOREMAN	76,171.65	170.00
MARTENS, SHAWN	TEACHER	84,113.42	-
MARTYN, JAMES W	TEACHER	80,324.81	311.21
MAYO, HOLLY	MANAGER, INTERNATIONAL	76,992.80	43,546.55
MCAULEY, CHRISTA D	TEACHER	86,430.08	-
MCCULLOCH, LOUISE S	TEACHER	90,507.75	913.49
MCGOWAN, JOHN	TEACHER	87,530.78	-
MCGOWAN, JUDY LYNN	TEACHER	78,605.11	-
MCGRATH, JAMES	TEACHER	79,902.23	-
MCINTYRE, VERONIQUE	TEACHER	90,260.22	1,350.00
MCKIMMON, ANDREW	TEACHER	80,490.92	25.75
MCKINNON, ISABELLE	TEACHER	85,613.36	210.38
MCLEOD, SUSAN	PRINCIPAL	105,567.70	271.31
MCNEILL, J DOUGLAS	TEACHER	79,862.63	75.79
MCRAE, ELISA	TEACHER	77,131.88	38.11
MCSTAY, LINDA	TEACHER	80,154.83	171.42
MERRY, ANDREW	PRINCIPAL	105,610.12	351.09
MICHAUD, GHISLAIN	VICE-PRINCIPAL	93,679.79	3,644.17
MILLER, MICHAEL	TEACHER	87,569.42	17.48
MINTY, JANIS L	PRINCIPAL	104,146.22	216.81

Mission Public Schools
Year Ended June 30, 2016
Schedule of Remuneration & Expenses

Name		Remuneration	Expense
MINTY, ROBERT F	TEACHER	85,438.34	-
MOLNAR, S. RENEE	TEACHER	78,605.11	-
MOREAU, DIANE	TEACHER	85,609.04	325.23
MORIN, SONIA	TEACHER	85,609.04	-
MOTUT, BARBARA	TEACHER	76,866.17	-
MURPHY, JOHN B.	TEACHER	76,789.54	-
NEUFELD, PETER	TEACHER	87,530.86	-
NICKEL, SUSAN L	TEACHER	87,209.01	-
NIKOLIC, JANISE	TEACHER	84,607.75	-
NORMANDIN, MYLENE	TEACHER	76,775.87	1,321.75
O'DONNELL, SHAWN	TEACHER	84,896.24	-
O'GRADY, LYNETTE A	TEACHER	91,022.27	990.18
OBERT, JASON	PRINCIPAL	105,675.72	60.00
PALLMANN, ELIZABETH	TEACHER	80,833.40	445.60
PALMER, DIANE	TEACHER	84,147.59	-
PEARCE, JAMES R	PRINCIPAL	121,013.82	1,140.92
PEARY, WADE	PRINCIPAL	111,800.15	5,460.01
PETERS, BONNIE M	TEACHER	87,569.98	-
PHELPS, TINA	PRINCIPAL	105,618.45	54.63
PHILLIPS, ROSS	TEACHER	79,317.91	-
PORTILLO, RENE A	TEACHER	76,746.71	-
PURCELL, RUSSELL E	TEACHER	77,930.02	-
PURSER, DIANA	TEACHER	79,317.91	-
RADONS, PATTI L	TEACHER	84,187.40	-
RAGSDALE, DAVID AUSTIN	TEACHER	80,030.63	-
RANDHAWA, HARDAVE	TEACHER	86,123.60	-
RANGER, TINA	TEACHER	84,896.24	-
REIST, LISA M	TEACHER	84,476.38	-
RITTER, CHANDREA J	TEACHER	87,999.19	65.14
ROBERTS, GLEN	TEACHER	80,323.45	-
ROSS, KATHRYN	TEACHER	84,858.66	-
ROSS, MEGAN A	TEACHER	84,858.66	-
SANDERSON, JAMES	TEACHER	87,199.02	-
SCHAUFERT, CHRISTINE	TEACHER	87,569.34	-
SCHELLAUF, JANA	TEACHER	78,894.53	-
SCHMOR, BRENT E	TEACHER	88,562.97	85.00
SCHMOR, CAROLYNN	DISTRICT PRINCIPAL	87,264.15	1,652.20
SCHNEIDER, MICHAEL	TEACHER	84,229.41	79.43
SEARWAR, VIVIAN	TEACHER	87,651.43	1,231.43
SEIDLER, M TERESA	TEACHER	85,151.06	-
SEIFERT, RAY	DIRECTOR, FACILITIES	93,869.98	6,191.44
SHAW, SHEILA JODY	TEACHER	79,128.32	1,613.22
SLACK, KAREN M	TEACHER	85,475.84	-
SNIPSTEAD, TRACY L	TEACHER	85,609.04	-
SPENCER, DERRICK	TEACHER	79,011.08	-
STACHIW, DANIA	TEACHER	86,506.24	195.42
SUSIN, SCOTT	TEACHER	81,939.32	-
SUTTER, ALLAN	TEACHER	79,995.83	-
SWARD, ALISON R	TEACHER	78,618.07	57.74
SWARD, DWAYNE E	TEACHER	89,988.65	-
TAYLOR, COLLEEN N	TEACHER	79,317.91	-
TESSIER, BRUNO	TEACHER	79,897.84	110.00
THIESSEN, DANIEL ROBERT	TEACHER	86,856.60	999.44

Mission Public Schools
Year Ended June 30, 2016
Schedule of Remuneration & Expenses

Name		Remuneration	Expense
TITFORD, ANN	TEACHER	86,818.03	357.85
TOUGH, KAREN M	TEACHER	85,883.98	-
TOUGH, ROBERT M	TEACHER	78,464.97	-
TUCKER, BRIAN E	PRINCIPAL	118,546.57	-
UNGER, BRADLEY J	TEACHER	86,057.26	-
URANO, DEBORAH	TEACHER	82,404.15	-
VAN, MICHAEL	TEACHER	84,897.21	-
VEENSTRA, LINDSAY	TEACHER	76,656.96	140.99
VETTER, ANGELA F	TEACHER	89,988.65	200.00
VON HERTZBERG, HILARY	TEACHER	79,380.85	41.37
VOS, RALPH	TEACHER	89,375.61	-
VROOM, DALILA	TEACHER	87,285.75	-
WALTON, JOHN LAWRENCE	TEACHER	80,028.63	-
WARMERDAM, TERRA	TEACHER	81,432.24	13.09
WATRIN, KEVIN	VICE-PRINCIPAL	112,236.03	108.65
WELSH, DEREK	ASSISTANT SECRETARY TREASURER	112,480.95	3,176.31
WIDDOWS, SHARON	VICE-PRINCIPAL	94,115.96	762.75
WIECZOREK, EVA S G	TEACHER	86,817.98	-
WILLIAMS, JANICE L	TEACHER	81,043.19	14.97
WILTSHIRE-CUMMINGS, S. LYNN	VICE-PRINCIPAL	105,515.41	961.65
WINDT, SHAUN	TEACHER	85,637.65	17.48
WINKELMANS, DEBBIE D	TEACHER	79,897.51	-
YUNG, CLAUDIA	TEACHER	87,069.81	-
ZIEFFLIE, LINDA	VICE-PRINCIPAL	107,272.34	-
ZIMMERMAN, KARINA	TEACHER	76,631.83	-
Total Detailed Employees > 75,000.00		\$ 19,597,532.26	\$ 143,776.93
Total Employees <= 75,000.00		\$ 22,921,369.96	\$ 115,315.37
Total		\$ 42,611,839.18	\$ 271,663.21
Total Employer Premium for CPP/EI			\$ 2,264,396.18

**School District
Statement of Financial Information (SOFI)**

School District No. 75 (Mission)

Fiscal Year Ended June 30, 2016

STATEMENT OF SEVERANCE AGREEMENTS

There were no severance agreements made between School District No.75 (Mission) and its non-unionized employees during fiscal year 2015/2016.

Prepared as required by *Financial Information Regulation*, Schedule 1, subsection 6(7)

Mission Public Schools
Year Ended June 30, 2016
Schedule of Payments for Goods & Services

Vendor	Amount
Detailed vendors > 25,000.00:	
ACCESS GAS SERVICES INC.	\$ 49,039.97
AMAZON	36,391.39
APPLE CANADA INC.	114,961.61
BC HYDRO	474,320.19
BARAGAR ENTERPRISES LTD.	26,407.50
BC PR/VP ASSOCIATION	36,043.75
BCSTA	45,122.28
BCTF	850,518.26
BENNICO BUILDERS	634,854.15
BIG KAHUNA	25,427.57
BOSTON RESTORATION CORP.	35,036.69
BOYDEN VANCOUVER	85,805.98
CUPE LOCAL 593	223,711.24
CLOVERDALE PAINT INC.	33,944.24
CORPORATE EXPRESS	70,675.04
DESTINATION TOURS INC.	35,859.00
DISTRICT OF MISSION	289,778.05
ENVISION INSURANCE	30,309.00
ESC AUTOMATION	413,484.14
FLYNN CANADA LTD.	28,161.00
FORTIS BC	191,108.59
FRASER VALLEY CHILD DEVELOPMENT CTR	99,215.00
FVBS INC.	27,280.37
GUILLEVIN INTERNATIONAL CO.	48,786.24
HOMEWOOD HEALTH INC.	38,901.19
INTEGRAL FLOORING SOLUTIONS LTD.	49,545.25
KMS TOOLS AND EQUIPMENT LTD.	43,317.40
KPMG LLP	25,672.50
KWANTLEN POLYTECHNIC UNIVERSITY	74,493.47
LES KING (KING & COMPANY)	101,641.90
LORDCO	48,890.69
MSA FORD SALES LTD.	30,211.57
MACK KIRK ROOFING & SHEET METAL	149,404.50
MINISTER OF FINANCE	822,667.30
MISSION PR/VP ASSOCIATION	52,183.60
MISSION TEACHERS UNION	282,020.03
MORNEAU SHEPELL LTD.	68,857.03
MUNICIPAL PENSION PLAN	1,967,421.61
NOBLE BRITISH COLUMBIA	203,895.42
PACIFIC BLUE CROSS	1,154,116.45
PAULA BODDIE & ASSOCIATES LTD.	26,921.12
PINNACLE DISTRIBUTION BC	73,542.17
PROGRESSIVE WASTE SOLUTIONS CANADA INC.	36,841.44
PUBLIC EDUCATION BENEFITS TRUST	867,069.71
REAL CANADIAN SUPERSTORE	36,213.23
RECEIVER GENERAL FOR CANADA	10,479,083.92

Mission Public Schools
Year Ended June 30, 2016
Schedule of Payments for Goods & Services

Vendor	Amount
RECTEC INDUSTRIES INC.	68,097.87
RICOH CANADA INC.	193,721.76
ROCKY POINT ENGINEERING	156,763.24
RUSSELL FOOD EQUIPMENT LTD.	172,815.28
SAVE ON FOODS	41,855.97
SCHUBERT PLUMBING & HEATING LTD.	605,688.85
SHARP'S AUDIO VISUAL	77,821.52
SOFTCHOICE LP	28,721.27
SOLUTION TREE EDUCATION CANADA INC.	28,068.29
SPICERS CANADA ULC	58,644.72
SRB EDUCATION SOLUTIONS	67,877.60
STAPLES	33,185.79
SURE HAZMAT & TESTING	61,263.51
TEACHERS' PENSION PLAN	7,838,555.56
TEK TRUCK SERVICES	38,335.58
TELUS	115,809.37
THE GREAT-WEST LIFE ASSURANCE CO.	53,156.70
TRANE CANADA	279,000.40
TRANSTAR SANITATION SUPPLY	48,816.62
TRAVEL HEALTHCARE INSURANCE SOLUTIONS INC.	75,210.60
WESCO DISTRIBUTION CANADA, INC.	36,320.00
WORKERS' COMPENSATION BOARD OF BC	233,951.27
X10 NETWORKS	28,285.53
YES INTERNATIONAL CONSULTING	65,992.50
Total Detailed Vendors > 25,000.00	\$ 30,947,112.55
Total Vendors <= 25,000.00	\$ 3,940,200.57
Total Payments for Goods and Services	\$ 34,887,313.12

**School District
Statement of Financial Information (SOFI)**

School District No. 75 (Mission)

Fiscal Year Ended June 30, 2016

Reconciliation of the “Schedule of Remuneration & Expenses” and the “Schedule of Payments for Goods & Services” to the Financial Statements

For the “Schedule of Remuneration & Expenses” and the “Schedule of Payments for Goods & Services”, variances to the figures on the financial statements are explained by the following reconciling items:

- Expenditures are reported in the financial statements using an accrual basis, whereas the SOFI includes expenditures reported on a cash basis.
- The payments to suppliers listed in the SOFI include 100% of GST, whereas expenditures in the financial statements are net of any applicable GST rebates.
- Payments to suppliers may be reported in the financial statements as Prepaid Expenses, Tangible Capital Assets, or Services and Supplies, as appropriate.
- Expenditures for various Services and Supplies provided by the Ministry of Education are not included in the SOFI because they are processed as a recovery against operating grants.
- Payments made at the school level are not included in the SOFI, whereas they are included in the financial statements.
- Expenditures that are recovered from third parties are included in the SOFI report but are reported net of the recovered amount in the financial statements.
- The financial statements include accrued severance expense, if applicable, but these expenses are not included in the SOFI.
- The SOFI reflects benefit remittances that include both the employee and employer share of the benefit cost, whereas the financial statements only reflect the employer cost. The employer cost is included in the benefits section of the financial statements.

Audited Financial Statements of

School District No. 75 (Mission)

June 30, 2016

School District No. 75 (Mission)

June 30, 2016

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School District No. 75 (Mission)

MANAGEMENT REPORT

Version: 4016-3271-1288

Management's Responsibility for the Financial Statements.

The accompanying financial statements of School District No. 75 (Mission) have been prepared by management in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

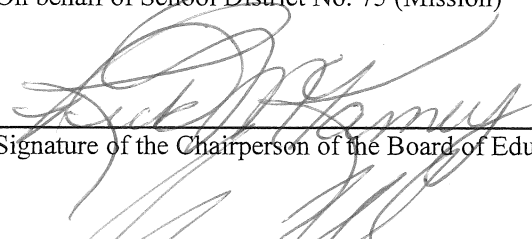
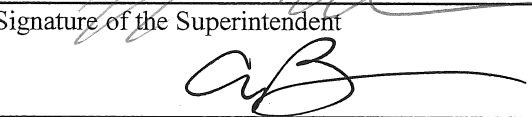

The preparation of financial statements necessarily involves the use of estimates based on management's judgment particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and reliable financial information is produced.

The Board of Education of School District No. 75 (Mission) (called the "Board") is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial statements on a monthly basis and externally audited financial statements yearly.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of School District No. 75 (Mission) and meet when required. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the School District's financial statements.

On behalf of School District No. 75 (Mission)

	SEP 20 2016
Signature of the Chairperson of the Board of Education	Date Signed
	SEP 20 2016
Signature of the Superintendent	Date Signed
	SEP 20 2016
Signature of the Secretary Treasurer	Date Signed



KPMG LLP
32575 Simon Avenue
Abbotsford BC V2T 4W6
Canada
Telephone (604) 854-2200
Fax (604) 853-2756

INDEPENDENT AUDITORS' REPORT

To the Board of Education, and
To the Minister of Education, Province of British Columbia

We have audited the accompanying financial statements of School District No. 75 (Mission), which comprise the statement of financial position as at June 30, 2016, the statement of operations, changes in net financial assets (debt) and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



Opinion

In our opinion, the financial statements of School District No. 75 (Mission) as at and for the year ended June 30, 2016 are prepared, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

Emphasis of Matter

Without modifying our opinion, we draw attention to Note 3 to the financial statements, which describes the basis of accounting and the significant differences between such basis of accounting and Canadian public sector accounting standards.

KPMG LLP

Chartered Professional Accountants

September 20, 2016

Abbotsford, Canada


School District No. 75 (Mission)

Statement of Financial Position
As at June 30, 2016

	2016 Actual	2015 Actual
	\$	\$
Financial Assets		
Cash and Cash Equivalents	11,113,260	8,586,763
Accounts Receivable		
Due from Province - Ministry of Education	121,151	530,440
Due from LEA/Direct Funding	74,986	64,295
Other (Note 3)	723,936	539,121
Total Financial Assets	<u>12,033,333</u>	<u>9,720,619</u>
Liabilities		
Accounts Payable and Accrued Liabilities		
Other (Note 4)	6,365,499	4,986,070
Unearned Revenue (Note 5)	1,215,851	832,130
Deferred Revenue (Note 6)	867,839	1,122,156
Deferred Capital Revenue (Note 7)	52,783,158	53,124,338
Employee Future Benefits (Note 8)	783,739	800,674
Total Liabilities	<u>62,016,086</u>	<u>60,865,368</u>
Net Financial Assets (Debt)	<u>(49,982,753)</u>	<u>(51,144,749)</u>
Non-Financial Assets		
Tangible Capital Assets (Note 11)	79,272,054	79,224,955
Prepaid Expenses	126,052	191,236
Total Non-Financial Assets	<u>79,398,106</u>	<u>79,416,191</u>
Accumulated Surplus (Deficit) (Note 19)	<u>29,415,353</u>	<u>28,271,442</u>

Contractual Obligations and Contingencies (Note 16)

Approved by the Board



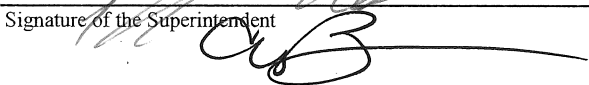
SEP 20 2016

Signature of the Chairperson of the Board of Education

Date Signed

SEP 20 2016

Signature of the Superintendent



Date Signed

SEP 20 2016

Signature of the Secretary Treasurer

Date Signed

School District No. 75 (Mission)

Statement of Operations
Year Ended June 30, 2016

	2016 Budget (Note 15)	2016 Actual	2015 Actual
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education	56,428,180	56,355,208	53,163,141
Other	222,719	234,835	201,664
Tuition	1,630,000	1,811,351	1,351,266
Other Revenue	2,191,547	2,207,437	2,055,206
Rentals and Leases	135,000	207,212	138,288
Investment Income	100,000	107,368	100,221
Amortization of Deferred Capital Revenue	2,700,395	2,696,028	2,675,239
Total Revenue	<u>63,407,841</u>	<u>63,619,439</u>	<u>59,685,025</u>
Expenses			
Instruction	50,077,202	49,492,871	46,106,358
District Administration	2,327,134	2,181,772	2,221,986
Operations and Maintenance	9,862,186	9,702,473	9,118,088
Transportation and Housing	1,002,505	1,098,412	1,087,452
Debt Services			19,064
Total Expense	<u>63,269,027</u>	<u>62,475,528</u>	<u>58,552,948</u>
Surplus (Deficit) for the year	<u>138,814</u>	<u>1,143,911</u>	<u>1,132,077</u>
Accumulated Surplus (Deficit) from Operations, beginning of year		28,271,442	27,139,365
Accumulated Surplus (Deficit) from Operations, end of year		<u>29,415,353</u>	<u>28,271,442</u>

School District No. 75 (Mission)

Statement of Changes in Net Financial Assets (Debt)
Year Ended June 30, 2016

	2016 Budget (Note 15)	2016 Actual	2015 Actual
	\$	\$	\$
Surplus (Deficit) for the year	138,814	1,143,911	1,132,077
Effect of change in Tangible Capital Assets			
Acquisition of Tangible Capital Assets	(4,011,477)	(3,520,486)	(2,929,348)
Amortization of Tangible Capital Assets	3,587,044	3,473,387	3,576,901
Total Effect of change in Tangible Capital Assets	(424,433)	(47,099)	647,553
Acquisition of Prepaid Expenses	(200,000)	(126,052)	(191,236)
Use of Prepaid Expenses	191,236	191,236	142,546
Total Effect of change in Other Non-Financial Assets	(8,764)	65,184	(48,690)
(Increase) Decrease in Net Financial Assets (Debt), before Net Remeasurement Gains (Losses)	(294,383)	1,161,996	1,730,940
Net Remeasurement Gains (Losses)			
(Increase) Decrease in Net Financial Assets (Debt)		1,161,996	1,730,940
Net Financial Assets (Debt), beginning of year		(51,144,749)	(52,875,689)
Net Financial Assets (Debt), end of year		(49,982,753)	(51,144,749)

School District No. 75 (Mission)

Statement 5

Statement of Cash Flows
Year Ended June 30, 2016

	2016 Actual	2015 Actual
	\$	\$
Operating Transactions		
Surplus (Deficit) for the year	1,143,911	1,132,077
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	213,783	(320,248)
Prepaid Expenses	65,184	(48,690)
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	1,379,429	(948,458)
Unearned Revenue	383,721	199,665
Deferred Revenue	(254,317)	179,838
Employee Future Benefits	(16,935)	23,309
Amortization of Tangible Capital Assets	3,473,387	3,576,901
Amortization of Deferred Capital Revenue	(2,696,028)	(2,675,239)
Total Operating Transactions	<u>3,692,135</u>	<u>1,119,155</u>
Capital Transactions		
Tangible Capital Assets Purchased	(2,936,451)	(2,929,348)
Tangible Capital Assets -WIP Purchased	(584,035)	
Total Capital Transactions	<u>(3,520,486)</u>	<u>(2,929,348)</u>
Financing Transactions		
Loan Payments		(197,086)
Capital Revenue Received	2,354,848	2,462,205
Capital Lease Payments		(401,503)
Total Financing Transactions	<u>2,354,848</u>	<u>1,863,616</u>
Net Increase (Decrease) in Cash and Cash Equivalents	2,526,497	53,423
Cash and Cash Equivalents, beginning of year	8,586,763	8,533,340
Cash and Cash Equivalents, end of year	<u>11,113,260</u>	<u>8,586,763</u>
Cash and Cash Equivalents, end of year, is made up of:		
Cash	<u>11,113,260</u>	<u>8,586,763</u>
	<u>11,113,260</u>	<u>8,586,763</u>

1. Authority and purpose

The School District, established on April 12, 1946, operates under authority of the *School Act* of British Columbia as a corporation under the name of "The Board of Education of School District No. 75 (Mission)", and operates as "School District No. 75 (Mission)." A board of education ("Board") elected for a four-year term governs the School District. The School District provides educational programs to students enrolled in schools in the District, and is principally funded by the Province of British Columbia through the Ministry of Education. School District No. 75 (Mission) is exempt from federal and provincial corporate income taxes.

2. Summary of significant accounting policies

The financial statements of the School District are prepared by management in accordance with the basis of accounting described below. Significant accounting policies of the School District are as follows:

a) Basis of Accounting

The financial statements have been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board. The Budget Transparency and Accountability Act requires that the financial statements be prepared in accordance with the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada, or if the Treasury Board makes a regulation, the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada as modified by the alternate standard or guideline or part thereof adopted in the regulation.

Regulation 198/2011 requires that restricted contributions received or receivable for acquiring or developing a depreciable tangible capital asset, or contributions in the form of a depreciable tangible capital asset, are to be deferred and recognized in revenue at the same rate that amortization of the related tangible capital asset is recorded.

For British Columbia tax-payer supported organizations, these contributions include government transfers and externally restricted contributions.

The accounting policy requirements under Regulation 198/2011 are significantly different from the Canadian public sector accounting standards which require that:

- Government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410; and
- Externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with public sector accounting standard PS3100.

As a result, revenue recognized in the statement of operations and certain related deferred capital revenue would be recorded differently under Canadian Public Sector Accounting Standards.

2. Summary of significant accounting policies (continued)

b) Cash and cash equivalents

Cash and cash equivalents include cash deposits in the bank that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value.

c) Accounts receivable

Accounts receivable are measured at amortized cost and shown net of allowance for doubtful accounts.

d) Unearned revenue

Unearned revenue includes tuition fees received for courses to be delivered in future periods and receipt of proceeds for services or products to be delivered in a future period. Revenue will be recognized in that future period when the courses, services, or products are provided.

e) Deferred revenue and deferred capital revenue

Deferred revenue includes contributions received with stipulations that meet the description of restricted contributions in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. When restrictions are met, deferred revenue is recognized as revenue in the fiscal year in a manner consistent with the circumstances and evidence used to support the initial recognition of the contributions received as a liability as detailed in Note 2 (m).

Funding received for the acquisition of depreciable tangible capital assets is recorded as deferred capital revenue and amortized over the life of the asset acquired as revenue in the statement of operations. This accounting treatment is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that creates a liability in which case the transfer is recognized as revenue over the period that the liability is extinguished.

f) Employee future benefits

The School District provides certain post-employment benefits including vested and non-vested benefits for certain employees pursuant to certain contracts and union agreements.

The School District accrues its obligations and related costs, including both vested and non-vested benefits under employee future benefit plans. Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. The benefits cost is actuarially determined using the projected unit credit method pro-rated on service and using management's best estimate of expected salary escalation, termination rates, retirement rates and mortality. The discount rate used to measure obligations is based on the cost of borrowing. The cumulative unrecognized actuarial gains and losses are amortized over the expected average remaining service lifetime (EARSL) of active employees covered under the plan.

The most recent valuation of the obligation was performed at March 31, 2016 and projected to March 31, 2019. The next valuation will be performed at March 31, 2019 for use at June 30, 2019.

2. Summary of significant accounting policies (continued)

f) Employee future benefits (continued)

The School District and its employees make contributions to the Teachers' Pension Plan and Municipal Pension Plan. The plans are multi-employer plans where assets and obligations are not separated. The costs are expensed as incurred.

g) Asset retirement obligations

Liabilities are recognized for statutory, contractual or legal obligations associated with the retirement of tangible capital assets when those obligations result from the acquisition, construction, development or normal operation of the assets. The obligations are measured initially at fair value, determined using present value methodology, and the resulting costs capitalized into the carrying amount of the related tangible capital asset. In subsequent periods, the liability is adjusted for accretion and any changes in the amount or timing of the underlying future cash flows. The capitalized asset retirement cost is amortized on the same basis as the related asset and accretion expense included in the Statement of Operations.

h) Liability for contaminated sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all of the following criteria are met:

- an environmental standard exists;
- contamination exceeds the environmental standard;
- the School District:
 - is directly responsible; or
 - accepts responsibility;
- it is expected that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

i) Tangible capital assets

The following criteria apply:

- Tangible capital assets acquired or constructed are recorded at cost which includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Cost also includes overhead directly attributable to construction, as well as interest costs that are directly attributable to the acquisition or construction of the asset.
- Donated tangible capital assets are recorded at their fair market value on the date of donation, except in circumstances where fair value cannot be reasonably determined, which are then recognized at nominal value. Transfers of capital assets from related parties are recorded at carrying value.

2. Summary of significant accounting policies (continued)

i) Tangible capital assets - criteria (continued)

- Work-in-progress is recorded as an acquisition to the applicable asset class at substantial completion.
- Tangible capital assets are written down to residual value when conditions indicate they no longer contribute to the ability of the School District to provide services or when the value of future economic benefits associated with the sites and buildings are less than their net book value. The write-downs are accounted for as expenses in the statement of operations.
- Buildings that are demolished or destroyed are written-off.
- Works of art, historic assets and other intangible assets are not recorded as assets in these financial statements.
- The cost, less residual value, of tangible capital assets (excluding sites), is amortized on a straight-line basis over the estimated useful life of the asset. It is management's responsibility to determine the appropriate useful lives for tangible capital assets. These useful lives are reviewed on a regular basis or if significant events initiate the need to revise. Estimated useful life is as follows:

Buildings	40 years
Furniture & Equipment	10 years
Vehicles	10 years
Computer Software	5 years
Computer Hardware	5 years

j) Capital leases

Leases that, from the point of view of the lessee, transfer substantially all the benefits and risks incident to ownership of the property to the School District are considered capital leases. These are accounted for as an asset and an obligation. Capital lease obligations are recorded at the present value of the minimum lease payments excluding executor costs, e.g., insurance, maintenance costs, etc. The discount rate used to determine the present value of the lease payments is the lower of the School District's rate for incremental borrowing or the interest rate implicit in the lease.

All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

k) Prepaid expenses

Various instructional supplies, subscriptions, technology contracts, employee benefit payments and contracted services are included as a prepaid expense and stated at acquisition cost and are charged to expense during the period expected to benefit from it.

l) Funds and reserves

Certain amounts, as approved by the Board, are set aside in accumulated surplus for future operating and capital purposes. Transfers to and from funds and reserves are an adjustment to the respective fund when approved (See Note 13 – Interfund transfers and Note 19 – Accumulated surplus).

2. Summary of significant accounting policies (continued)

m) Revenue recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable. Contributions received or where eligibility criteria have been met are recognized as revenue except where the contribution meets the criteria for deferral as described below. Eligibility criteria are the criteria that the School District has to meet in order to receive the contributions including authorization by the transferring government.

For contributions subject to a legislative or contractual stipulation or restriction as to their use, revenue is recognized as follows:

- Non-capital contributions for specific purposes are recorded as deferred revenue and recognized as revenue in the year related expenses are incurred,
- Contributions restricted for site acquisitions are recorded as revenue when the sites are purchased, and
- Contributions restricted for tangible capital assets acquisitions other than sites are recorded as deferred capital revenue and amortized over the useful life of the related assets.

Donated tangible capital assets other than sites are recorded at fair market value and amortized over the useful life of the assets. Donated sites are recorded as revenue at fair market value when received or receivable.

The accounting treatment for restricted contributions is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that meets the criteria for liability recognition in which case the transfer is recognized as revenue over the period that the liability is extinguished.

Revenue related to fees or services received in advance of the fee being earned or the service performed is deferred and recognized when the fee is earned or service performed.

Investment income is reported in the period earned. When required by the funding party or related Act, investment income earned on deferred revenue is added to the deferred revenue balance.

n) Expenses

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

Allocation of costs

- Operating expenses are reported by function, program, and object. Whenever possible, expenditures are determined by actual identification. Additional costs pertaining to specific instructional programs, such as special and aboriginal education, are allocated to these programs. All other costs are allocated to related programs.

2. Summary of significant accounting policies (continued)

n) Expenses - allocation of costs (continued)

- Actual salaries of personnel assigned to two or more functions or programs are allocated based on the time spent in each function and program. School-based clerical salaries are allocated to school administration and partially to other programs to which they may be assigned. Principals and Vice-Principals salaries are allocated to school administration and may be partially allocated to other programs to recognize their other responsibilities.
- Employee benefits and allowances are allocated to the same programs, and in the same proportions, as the individual's salary.
- Supplies and services are allocated based on actual program identification.

o) Financial instruments

A contract establishing a financial instrument creates, at its inception, rights and obligations to receive or deliver economic benefits. The financial assets and financial liabilities portray these rights and obligations in the financial statements. The School District recognizes a financial instrument when it becomes a party to a financial instrument contract.

Financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, debt, capital lease obligations and other liabilities.

All financial assets and liabilities are recorded at cost or amortized cost and the associated transaction costs are added to the carrying value of these investments upon initial recognition. Transaction costs are incremental costs directly attributable to the acquisition or issue of a financial asset or a financial liability.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of re-measurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of re-measurement gains and losses and recognized in the statement of operations. During the year presented, there are no unrealized gains or losses, and as a result, no statement of re-measurement gains and losses has been presented. Interest and dividends attributable to financial instruments are reported in the statement of operations.

All financial assets except derivatives are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

p) Measurement uncertainty

Preparation of financial statements in accordance with the basis of accounting described in note 2 a) requires management to make estimates and assumptions that impact reported amounts of assets and liabilities at the date of the financial statements and revenues and expenses during the reporting periods. Significant areas requiring the use of management estimates relate to the potential impairment of assets, liabilities for contaminated sites, rates for amortization and estimated employee future benefits. Actual results could differ from those estimates.

School District No. 75 (Mission)
Notes to the Financial Statements
June 30, 2016

3. Accounts receivable – other

	2016	2015
Due from Federal Government	\$ 60,135	\$ 65,995
Benefit plans surplus	472,791	384,003
Other	191,010	89,123
Total accounts receivable - other	\$ 723,936	\$ 539,121

4. Accounts payable and accrued liabilities – other

	2016	2015
Trade payables	\$ 1,899,467	\$ 1,080,674
Salaries and benefits payable	3,910,401	3,246,824
Accrued vacation pay	555,631	553,807
Other	-	104,765
Total accounts payable and accrued liabilities – other	\$ 6,365,499	\$ 4,986,070

5. Unearned revenue

	2016	2015
Balance, beginning of year	\$ 832,130	\$ 632,465
Changes for the year:		
Increase:		
Tuition fees	1,136,068	778,762
Transportation fees	79,783	53,368
	<u>1,215,851</u>	<u>832,130</u>
Decrease:		
Tuition fees recognized as revenue	778,762	585,693
Transportation fees recognized as revenue	53,368	46,772
	<u>832,130</u>	<u>632,465</u>
Net change for the year	383,721	199,665
Balance, end of year	\$ 1,215,851	\$ 832,130

Unearned revenue comprised of:

	2016	2015
Tuition Fees	1,136,068	778,762
Transportation Fees	79,783	53,368
	<u>\$ 1,215,851</u>	<u>\$ 832,130</u>

School District No. 75 (Mission)
Notes to the Financial Statements
June 30, 2016

6. Deferred revenue

Deferred revenue includes unspent grants and contributions received that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board, i.e., the stipulations associated with those grants and contributions have not yet been fulfilled.

	2016	2015
Balance, beginning of year	\$ 1,122,156	\$ 942,318
Changes for the year:		
Increase:		
Provincial grants – Ministry of Education	2,023,456	2,000,717
Provincial grants - Other	50,000	307
Other revenue	1,728,078	1,630,317
	<u>3,801,534</u>	<u>3,631,341</u>
Decrease:		
Allocated to revenue	(4,055,851)	(3,451,503)
Net change for the year	<u>(254,317)</u>	<u>179,838</u>
Balance, end of year	<u>\$ 867,839</u>	<u>\$ 1,122,156</u>

	2016	2015
Deferred revenue comprised of:		
Provincial grants – Ministry of Education	\$ 108,042	\$ 396,901
Provincial grants – other	50,000	21,794
School generated funds	587,586	589,357
Other revenue	122,211	114,104
	<u>\$ 867,839</u>	<u>\$ 1,122,156</u>

7. Deferred capital revenue

Deferred capital revenue includes grants and contributions received that are restricted by the contributor for the acquisition of tangible capital assets that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. Once spent, the contributions are amortized into revenue over the life of the asset acquired.

	2016	2015
Deferred capital revenue subject to amortization		
Balance, beginning of year	\$ 52,495,097	\$ 52,505,512
Increases:		
Capital additions	1,831,340	2,664,824
Decreases:		
Amortization	(2,696,028)	(2,675,239)
Net change for the year	(864,688)	(10,415)
Balance, end of year	\$ 51,630,409	\$ 52,495,097
Deferred capital revenue not subject to amortization		
Work in progress	584,035	-
Total deferred capital revenue, end of year	\$ 52,214,444	\$ 52,495,097
	2016	2015
Unspent deferred capital revenue		
Balance, beginning of year	\$ 629,241	\$ 571,248
Increases:		
Provincial grants – Ministry of Education	2,217,393	2,377,786
Other	137,455	84,419
Decreases:		
Transfer to deferred capital revenue subject to amortization	(1,831,340)	(2,404,212)
Transfer to deferred capital revenue - work in progress	(584,035)	-
Net change for the year	(60,527)	57,993
Balance, end of year	\$ 568,714	\$ 629,241
Total deferred capital revenue, end of year	\$ 52,783,158	\$ 53,124,338

School District No. 75 (Mission)
Notes to the Financial Statements
June 30, 2016

8. Employee future benefits

Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. Funding is provided when the benefits are paid and accordingly, there are no plan assets. Although no plan assets are uniquely identified, the School District has provided for the payment of these benefits.

Assumptions

Discount Rate - April 1	2.25%	3.25%
Discount Rate - March 31	2.50%	2.25%
Long Term Salary Growth - April 1	2.50% + seniority	2.50% + seniority
Long Term Salary Growth - March 31	2.50% + seniority	2.50% + seniority
EARSL - March 31	9.1	8.8

2016

2015

Reconciliation of Accrued Benefit Obligation

Accrued Benefit Obligation – April 1	\$ 1,048,537	\$ 1,018,110
Service Cost	82,327	73,314
Interest Cost	24,130	33,194
Benefit Payments	(144,473)	(93,370)
Increase (Decrease) in obligation due to Plan Amendment	(61,581)	0
Actuarial (Gain) Loss	135,330	17,289

Accrued Benefit Obligation – March 31

\$ 1,084,270 \$ 1,048,537

Reconciliation of Funded Status at End of Fiscal Year

Accrued Benefit Obligation - March 31	\$ 1,084,270	\$ 1,048,537
Market Value of Plan Assets - March 31	0	0
Funded Status - Surplus (Deficit)	(1,084,270)	(1,048,537)
Employer Contributions After Measurement Date	34,403	26,749
Benefits Expense After Measurement Date	(27,230)	(26,614)
Unamortized Net Actuarial (Gain) Loss	293,358	247,728

Accrued Benefit Asset (Liability) - June 30

\$ (783,739) \$ (800,674)

Reconciliation of Change in Accrued Benefit Liability

Accrued Benefit Liability (Asset) - July 1	\$ 800,674	\$ 777,365
Net Expense for Fiscal Year	135,192	143,428
Employer Contributions	(152,127)	(120,119)

Accrued Benefit Liability (Asset) - June 30

\$ 783,739 \$ 800,674

Components of Net Benefit Expense

Service Cost	\$ 82,163	\$ 75,567
Interest Cost	24,910	30,928
Immediate Recognition of Plan Amendment	(61,581)	0
Amortization of Net Actuarial (Gain)/Loss	89,700	36,934

Net Benefit Expense (Income)

\$ 135,192 \$ 143,428

School District No. 75 (Mission)
Notes to the Financial Statements
June 30, 2016

9. Debt

The School District has an approved line of credit of \$1.0 million with interest at the bank's prime rate minus .25%. As of June 30, 2016, the School District had \$ nil borrowings (2015: \$ nil) under this line of credit.

10. Capital lease obligations

The School District has an approved revolving term lease of \$750,000. As of June 30, 2016, the School District had \$ nil borrowings (2015: \$ nil) under this lease.

11. Tangible capital assets

	2016	2015
Net book value:		
Sites	\$ 10,512,959	\$ 10,512,959
Buildings	66,194,169	66,985,505
Buildings – work in progress	584,035	-
Furniture & equipment	1,191,083	836,939
Vehicles	357,976	470,771
Computer software	233,899	321,541
Computer hardware	197,933	97,240
Total net book value, tangible capital assets	\$ 79,272,054	\$ 79,224,955

	Balance at July 1, 2015	Additions	Disposals	Balance at June 30, 2016
Cost:				
Sites	\$ 10,512,959	\$ -	\$ -	\$ 10,512,959
Buildings	130,473,542	2,242,114	-	132,715,656
Furniture & equipment	1,694,101	551,109	(80,285)	2,164,925
Vehicles	1,399,285	28,564	(293,070)	1,134,777
Computer software	531,187	-	(179,831)	351,357
Computer hardware	515,718	114,664	(166,697)	463,686
Work in progress	-	584,035	-	584,035
Total cost	145,126,792	3,520,486	(719,883)	147,927,395
Accumulated amortization:				
Sites	-	-	-	-
Buildings	63,488,037	3,033,450	-	66,521,487
Furniture & equipment	857,162	196,965	(80,285)	973,842
Vehicles	928,514	141,357	(293,070)	776,801
Computer software	209,646	87,643	(179,831)	117,458
Computer hardware	418,478	13,972	(166,697)	265,753
Total amortization	65,901,837	3,473,387	(719,883)	68,655,341
Total net book value	\$ 79,224,955	\$ 47,099	\$ -	\$ 79,272,054

School District No. 75 (Mission)
Notes to the Financial Statements
June 30, 2016

11. Tangible capital assets (continued)

Cost:	Balance at July 1, 2014	Additions	Disposals	Balance at June 30, 2015
Sites	\$ 10,512,959	\$ -	\$ -	\$ 10,512,959
Buildings	127,530,811	2,942,731	-	130,473,542
Furniture & equipment	1,666,417	43,661	(15,977)	1,694,101
Vehicles	1,739,098	-	(339,813)	1,399,285
Computer software	214,267	323,033	(6,113)	531,187
Computer hardware	1,303,507	33,569	(821,358)	515,718
Work in progress	413,646	-	(413,646)	-
Total cost	143,380,705	3,342,994	(1,596,907)	145,126,792
Accumulated amortization:				
Sites	-	-	-	-
Buildings	60,510,337	2,977,700	-	63,488,037
Furniture & equipment	704,314	168,825	(15,977)	857,162
Vehicles	1,094,417	173,910	(339,813)	928,514
Computer software	141,214	74,545	(6,113)	209,646
Computer hardware	1,057,915	181,921	(821,358)	418,478
Total amortization	63,508,197	3,576,901	(1,183,261)	65,901,837
Total net book value	\$ 79,872,508	\$ (\$233,907)	\$ (\$413,646)	\$ 79,224,955

12. Employee pension plans

The School District and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan (jointly trustee pension plans). The boards of trustees for these plans, representing plan members and employers, are responsible for managing the pension plans, including investing assets and administering benefits. The plans are multi-employer defined benefit pension plans. Basic pension benefits provided are based on a formula. As at December 31, 2014 the Teachers' Pension Plan has about 45,000 active members and approximately 35,000 retired members. As at December 31, 2014, the Municipal Pension Plan has about 185,000 active members, including approximately 24,000 from school districts.

Every three years, an actuarial valuation is performed to assess the financial position of the plans and the adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plans. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plans. This rate is then adjusted to the extent there is amortization of any funding deficit.

The most recent actuarial valuation of the Teachers' Pension Plan as at December 31, 2014, indicated a \$449 million surplus for basic pension benefits on a going concern basis.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2012, indicated a \$1,370 million funding deficit for basic pension benefits on a going concern basis.

12. Employee pension plans (continued)

The next valuation for the Teachers' Pension Plan will be as at December 31, 2017, with results available in 2018. The next valuation for the Municipal Pension Plan will be as at December 31, 2015, with results available by the end of 2016.

Employers participating in the plans record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). The plans record accrued liabilities and accrued assets in aggregate, and as such, there is no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plans.

The Mission School district paid \$5,378,251 for employer contributions to the plans for the year ended June 30, 2016 (2015: \$5,050,490).

13. Interfund transfers

Interfund transfers between the operating, special purpose and capital funds for the year ended June 30, 2016, were as follows:

- Assets purchased by Operating for Capital \$ 1,105,111
- Local Capital allocation from Operating to Capital \$ 797,000

14. Related party transactions

The School District is related through common ownership to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations. Transactions with these entities, unless disclosed separately, are considered to be in the normal course of operations and are recorded at the exchange amount.

15. Budget figures

Budget figures included in the financial statements were approved by the Board through the adoption of an amended annual budget on February 16, 2016. The Board adopted a preliminary annual budget on June 16, 2015. The amended budget is used for comparison purposes as it is based on actual student enrolment. The following is a reconciliation of the two budgets:

School District No. 75 (Mission)
Notes to the Financial Statements
June 30, 2016

15. Budget figures (continued)

Statement 2	2016 Amended	2016 Preliminary	Budget change
Revenue			
Provincial Grants			
Ministry of Education	\$ 56,428,180	\$ 54,293,930	\$ 2,134,250
Other	222,719	202,719	20,000
Tuition	1,630,000	1,181,225	448,775
Other revenue	2,191,547	2,027,837	163,710
Rentals and leases	135,000	135,000	-
Investment income	100,000	80,000	20,000
Amortization of deferred capital revenue	2,700,395	2,622,681	77,714
Total Revenue	63,407,841	60,543,392	2,864,449
Expense			
Instruction	50,077,202	47,962,583	2,114,619
District administration	2,327,134	2,343,201	(16,067)
Operations and maintenance	9,862,186	9,367,974	494,212
Transportation and housing	1,002,505	1,068,509	(66,004)
Debt services	-	8,920	(8,920)
Total expense	63,269,027	60,751,187	2,517,840
Net revenue (expense)	138,814	(207,795)	346,609
Surplus (deficit) budgeted allocation (retirement)	618,756	-	618,756
Budgeted surplus (deficit) for the year	\$ 757,570	\$ (207,795)	\$ 965,365
Statement 4			
Surplus (deficit) for the year	\$ 138,814	\$ (207,795)	\$ 346,609
Effect of change in tangible capital assets			
Acquisition of tangible capital assets			
From operating and special purpose funds	(1,644,219)	(325,000)	(1,319,219)
From deferred capital revenue	(2,367,258)	(1,093,793)	(1,273,465)
Total acquisition of tangible capital assets	(4,011,477)	(1,418,793)	(2,592,684)
Amortization of tangible capital assets	3,587,044	3,396,990	190,054
Total effect of change in tangible capital assets	(424,433)	1,978,197	(2,402,630)
Acquisitions of prepaid expenses	(200,000)	(150,000)	(50,000)
Use of prepaid expenses	191,236	150,000	41,236
	(8,764)	-	(8,764)
(Increase) decrease in net financial assets (debt)	\$ (294,383)	\$ 1,770,402	\$ (2,064,785)

16. Contingencies

In the normal course of business, lawsuits and claims have been brought against the School District. The School District responds to any lawsuits and claims made against the School District. Management believes that the results of any pending legal proceedings will not have a material effect on the financial position of the School District.

17. Asset retirement obligation

Legal liabilities may exist for the removal or disposal of asbestos in schools that will undergo major renovations or demolitions. The fair value of the liability for asbestos removal or disposal will be recognized in the period in which it is incurred if a reasonable estimate of fair value can be made. As of June 30, 2016, the liability is not reasonably determinable.

18. Expense by object

	2016	2015
Salaries and benefits	\$ 51,808,141	\$ 48,582,338
Services and supplies	7,194,000	6,374,645
Interest	-	19,064
Amortization	3,473,387	3,576,901
Total expense by object	\$ 62,475,528	\$ 58,552,948

19. Accumulated surplus

	2016	2015
Restricted (appropriated) operating surplus for:		
Schools and departments	\$ 136,456	\$ 119,595
Aboriginal education	16,247	69,495
Employee benefit plan	282,910	282,910
Total restricted (appropriated) operating surplus	435,613	472,000
Unrestricted operating surplus	1,090,795	1,035,249
Total operating surplus available for future operations	1,526,408	1,507,249
Restricted local capital reserve available for capital projects	1,012,000	215,000
Invested in tangible capital assets	26,876,945	26,549,193
Total capital surplus	27,888,945	26,764,193
Total accumulated surplus	\$ 29,415,353	\$ 28,271,442

20. Economic dependence

The operations of the School District are dependent on continued funding from the Ministry of Education and various governmental agencies to carry out its programs. These financial statements have been prepared on a going concern basis.

21. Risk management

The School District has exposure to the following risks from its use of financial instruments: credit risk, market risk and liquidity risk. The Board ensures that the School District has identified its risks and ensures that management monitors and controls them.

a) Credit risk:

Credit risk is the risk of financial loss to an institution if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from certain financial assets held consisting of cash, amounts receivable and investments.

The School District is exposed to credit risk in the event of non-performance by a borrower. This risk is mitigated as most amounts receivable are due from the Province and are collectible.

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash deposits and investments as they are placed in recognized British Columbia institutions and the School District invests solely in term deposits at this time.

b) Market risk:

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk and interest rate risk.

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the foreign exchange rates. It is management's opinion that the School District is not exposed to significant currency risk, as amounts held and purchases made in foreign currency are insignificant.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The School District would be exposed to interest rate risk through investments. It is management's opinion that the School District is not exposed to significant interest rate risk as they invest solely in term deposits that have a maturity date of no more than 3 years.

c) Liquidity risk:

Liquidity risk is the risk that the School District will not be able to meet its financial obligations as they become due.

The School District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the School District's reputation.

21. Risk management (continued)

d) Fair value of financial instruments:

Public Sector Accounting Standards define the fair value of a financial instrument as the amount at which the instrument could be exchanged in a current transaction between willing parties. The School District uses the following methods and assumptions to estimate the fair value of each class of financial instruments for which the carrying amounts are included in the statement of financial position under the following captions:

- (i) Cash and cash equivalents, accounts receivable, and accounts payable and accrued liabilities – the carrying amounts approximate fair value because of the short maturity of these instruments.

The financial instruments measured at fair value held within each investment are classified according to a hierarchy which includes three levels, reflecting the reliability of the inputs involved in the fair value determination. The different levels are defined as follows:

- (i) Level 1: quoted prices (unadjusted) in active markets for identical assets or liabilities
- (ii) Level 2: inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e. as prices) or indirectly (i.e. derived from prices)
- (iii) Level 3: inputs for the asset or liability that are not based on observable market data (unobservable inputs).

The School District’s instruments are all considered to be level 1 financial instrument for which the fair value is determined based on the quoted prices in active markets. Changes in financial instruments valuation methods or in the availability of market observable inputs may result in a transfer between levels. During the year there were no significant transfers of securities between different levels.

Risk Management and insurance services for all School Districts in British Columbia are provided by the Risk Management Branch of the Ministry of Finance.

22. Comparative figures

Certain comparative figures have been reclassified to conform with the financial statement presentation adopted in the current year.

School District No. 75 (Mission)

Schedule 1 (Unaudited)

Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2016

	Operating Fund	Special Purpose Fund	Capital Fund	2016 Actual	2015 Actual
	\$	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	1,507,249		26,764,193	28,271,442	27,139,365
Changes for the year					
Surplus (Deficit) for the year	1,921,270		(777,359)	1,143,911	1,132,077
Interfund Transfers	(1,105,111)		1,105,111	-	-
Tangible Capital Assets Purchased	(797,000)		797,000	-	-
Local Capital	19,159	-	1,124,752	1,143,911	1,132,077
Net Changes for the year	1,526,408	-	27,888,945	29,415,353	28,271,442
Accumulated Surplus (Deficit), end of year - Statement 2					

School District No. 75 (Mission)

Schedule 2 (Unaudited)

Schedule of Operating Operations

Year Ended June 30, 2016

	2016 Budget (Note 15) \$	2016 Actual \$	2015 Actual \$
Revenues			
Provincial Grants			
Ministry of Education	54,016,210	54,042,893	51,364,171
Other	200,925	213,041	176,871
Tuition	1,630,000	1,811,351	1,351,266
Other Revenue	460,732	485,695	427,466
Rentals and Leases	135,000	207,212	138,288
Investment Income	100,000	107,368	100,221
Total Revenue	<u>56,542,867</u>	<u>56,867,560</u>	<u>53,558,283</u>
Expenses			
Instruction	46,183,375	45,707,772	42,979,550
District Administration	2,327,134	2,181,772	2,221,986
Operations and Maintenance	6,004,390	6,099,691	5,583,219
Transportation and Housing	1,002,505	957,055	913,542
Total Expense	<u>55,517,404</u>	<u>54,946,290</u>	<u>51,698,297</u>
Operating Surplus (Deficit) for the year	<u>1,025,463</u>	<u>1,921,270</u>	<u>1,859,986</u>
Budgeted Appropriation (Retirement) of Surplus (Deficit)	<u>618,756</u>		
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(1,644,219)	(1,105,111)	(332,319)
Local Capital		(797,000)	(215,000)
Other			(617,653)
Total Net Transfers	<u>(1,644,219)</u>	<u>(1,902,111)</u>	<u>(1,164,972)</u>
Total Operating Surplus (Deficit), for the year	<u>-</u>	<u>19,159</u>	<u>695,014</u>
Operating Surplus (Deficit), beginning of year		1,507,249	812,235
Operating Surplus (Deficit), end of year		<u>1,526,408</u>	<u>1,507,249</u>
Operating Surplus (Deficit), end of year			
Internally Restricted		435,613	472,000
Unrestricted		1,090,795	1,035,249
Total Operating Surplus (Deficit), end of year		<u>1,526,408</u>	<u>1,507,249</u>

School District No. 75 (Mission)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2016

	2016 Budget (Note 15) \$	2016 Actual \$	2015 Actual \$
Provincial Grants - Ministry of Education			
Operating Grant, Ministry of Education	53,381,041	53,349,901	51,177,986
AANDC/LEA Recovery	(154,732)	(152,352)	(119,405)
Strike Savings Recovery			(1,527,540)
Other Ministry of Education Grants			
Labour Settlement Funding			998,972
Pay Equity	725,901	725,901	725,901
Funding for Graduated Adults		1,141	38,070
Economic Stability Dividend		43,783	
Carbon Tax Refund	50,000	50,000	56,418
FSA	14,000	13,769	13,769
Curriculum Implementation		10,750	
Total Provincial Grants - Ministry of Education	54,016,210	54,042,893	51,364,171
Provincial Grants - Other	200,925	213,041	176,871
Tuition			
Continuing Education	230,000	181,408	237,086
Offshore Tuition Fees	1,400,000	1,629,943	1,114,180
Total Tuition	1,630,000	1,811,351	1,351,266
Other Revenues			
LEA/Direct Funding from First Nations	154,732	152,352	119,405
Miscellaneous			
Transportation Fees	116,000	135,448	104,217
Pay For Service - Riverside	40,000	22,487	80,305
Clarke Theatre Support	110,000	110,000	35,000
Other Revenues	40,000	65,408	88,539
Total Other Revenue	460,732	485,695	427,466
Rentals and Leases	135,000	207,212	138,288
Investment Income	100,000	107,368	100,221
Total Operating Revenue	56,542,867	56,867,560	53,558,283

School District No. 75 (Mission)

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object
Year Ended June 30, 2016

	2016 Budget (Note 15)	2016 Actual	2015 Actual
	\$	\$	\$
Salaries			
Teachers	22,655,500	22,613,474	21,246,582
Principals and Vice Principals	3,194,200	3,154,847	3,039,941
Educational Assistants	4,781,700	4,779,775	4,476,491
Support Staff	5,844,490	5,932,094	5,203,059
Other Professionals	1,723,713	1,630,949	1,664,879
Substitutes	2,064,531	1,820,406	2,014,490
Total Salaries	40,264,134	39,931,545	37,645,442
Employee Benefits	10,377,901	10,024,628	9,622,788
Total Salaries and Benefits	50,642,035	49,956,173	47,268,230
Services and Supplies			
Services	1,628,568	1,577,608	1,389,286
Student Transportation	17,350	30,780	43,969
Professional Development and Travel	389,400	414,907	384,724
Rentals and Leases	3,350		4,036
Dues and Fees	86,150	101,359	80,149
Insurance	159,000	125,979	213,906
Supplies	1,702,601	1,769,813	1,482,625
Utilities	888,950	969,671	831,372
Total Services and Supplies	4,875,369	4,990,117	4,430,067
Total Operating Expense	55,517,404	54,946,290	51,698,297

School District No. 75 (Mission)

Schedule 2C (Unaudited)

Operating Expense by Function, Program and Object
Year Ended June 30, 2016

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	17,897,838	759,150	38,225	331,395		1,490,111	20,516,719
1.03 Career Programs	626,599		12,970	285,383		2,957	927,909
1.07 Library Services	876,538						876,538
1.08 Counselling	781,743						781,743
1.10 Special Education	2,131,755	119,986	4,014,629	371,488		121,579	6,759,437
1.30 English Language Learning	188,404		149,956				338,360
1.31 Aboriginal Education	110,597	111,361	563,995	33,904		17,457	837,314
1.41 School Administration		2,164,350		1,132,327	96,398	58,300	3,451,375
1.60 Summer School							-
1.62 Offshore Students				52,875	134,661		187,536
1.64 Other				14,200	139,907		154,107
Total Function 1	22,613,474	3,154,847	4,779,775	2,221,572	370,966	1,690,404	34,831,038
4 District Administration							
4.11 Educational Administration					414,609		414,609
4.40 School District Governance					86,213		86,213
4.41 Business Administration				281,177	589,803	910	871,890
Total Function 4	-	-	-	281,177	1,090,625	910	1,372,712
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				44,353	97,000	6,070	147,423
5.50 Maintenance Operations				2,658,394		102,207	2,760,601
5.52 Maintenance of Grounds				181,897			181,897
5.56 Utilities							-
Total Function 5	-	-	-	2,884,644	97,000	108,277	3,089,921
7 Transportation and Housing							
7.41 Transportation and Housing Administration				19,606	72,358		91,964
7.70 Student Transportation				525,095		20,815	545,910
Total Function 7	-	-	-	544,701	72,358	20,815	637,874
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	22,613,474	3,154,847	4,779,775	5,932,094	1,630,949	1,820,406	39,931,545

School District No. 75 (Mission)

Operating Expense by Function, Program and Object

Year Ended June 30, 2016

Schedule 2C (Unaudited)

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2016 Actual	2016 Budget	2015 Actual
	\$	\$	\$	\$	\$	(Note 15)	\$
1 Instruction							
1.02 Regular Instruction	20,516,719	5,110,763	25,627,482	850,395	26,477,877	27,270,120	24,968,143
1.03 Career Programs	927,909	223,783	1,151,692	175,559	1,327,251	1,337,210	1,268,922
1.07 Library Services	876,538	211,823	1,088,361	19,730	1,108,091	1,070,950	1,137,403
1.08 Counseling	781,743	174,709	956,452	881	957,333	766,710	698,704
1.10 Special Education	6,759,437	1,841,895	8,601,332	115,415	8,716,747	8,803,980	8,054,434
1.30 English Language Learning	338,360	88,027	426,387	8,566	434,953	290,940	213,618
1.31 Aboriginal Education	837,314	206,423	1,043,737	231,126	1,274,863	1,224,875	1,165,983
1.41 School Administration	3,451,375	839,696	4,291,071	278,300	4,569,371	4,591,880	4,735,901
1.60 Summer School	-	-	-	-	-	-	10,924
1.62 Offshore Students	187,536	47,020	234,556	415,726	650,282	642,380	556,414
1.64 Other	154,107	23,994	178,101	12,903	191,004	184,330	169,104
Total Function 1	34,831,038	8,768,133	43,599,171	2,108,601	45,707,772	46,183,375	42,979,550
4 District Administration							
4.11 Educational Administration	414,609	123,716	538,325	63,347	601,672	660,310	692,754
4.40 School District Governance	86,213	27,225	113,438	74,079	187,517	167,704	182,776
4.41 Business Administration	871,890	194,760	1,066,650	325,933	1,392,583	1,499,120	1,346,456
Total Function 4	1,372,712	345,701	1,718,413	463,359	2,181,772	2,327,134	2,221,986
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	147,423	34,357	181,780	107,264	289,044	248,500	238,712
5.50 Maintenance Operations	2,760,601	672,315	3,432,916	1,036,929	4,469,845	4,556,940	4,176,475
5.52 Maintenance of Grounds	181,897	43,678	225,575	145,556	371,131	310,000	336,660
5.56 Utilities	-	-	-	969,671	969,671	888,950	831,372
Total Function 5	3,089,921	750,350	3,840,271	2,259,420	6,099,691	6,004,390	5,583,219
7 Transportation and Housing							
7.41 Transportation and Housing Administration	91,964	25,190	117,154	3,866	121,020	130,230	93,407
7.70 Student Transportation	545,910	135,254	681,164	154,871	836,035	872,275	820,135
Total Function 7	637,874	160,444	798,318	158,737	957,055	1,002,505	913,542
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	39,931,545	10,024,628	49,956,173	4,990,117	54,946,290	55,517,404	51,698,297

School District No. 75 (Mission)

Schedule 3 (Unaudited)

Schedule of Special Purpose Operations

Year Ended June 30, 2016

	2016 Budget (Note 15) \$	2016 Actual \$	2015 Actual \$
Revenues			
Provincial Grants			
Ministry of Education	2,411,970	2,312,315	1,798,970
Other	21,794	21,794	24,793
Other Revenue	1,730,815	1,721,742	1,627,740
Total Revenue	<u>4,164,579</u>	<u>4,055,851</u>	<u>3,451,503</u>
Expenses			
Instruction	3,893,827	3,785,099	3,126,808
Operations and Maintenance	270,752	270,752	131,878
Total Expense	<u>4,164,579</u>	<u>4,055,851</u>	<u>3,258,686</u>
Special Purpose Surplus (Deficit) for the year	<u>-</u>	<u>-</u>	<u>192,817</u>
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased			(192,817)
Total Net Transfers	<u>-</u>	<u>-</u>	<u>(192,817)</u>
Total Special Purpose Surplus (Deficit) for the year	<u>-</u>	<u>-</u>	<u>-</u>
Special Purpose Surplus (Deficit), beginning of year			
Special Purpose Surplus (Deficit), end of year		<u>-</u>	<u>-</u>

School District No. 75 (Mission)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2016

Schedule 3A (Unaudited)

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	Community-LINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year									
Add: Restricted Grants									
Provincial Grants - Ministry of Education	270,752	1,078,976	3,016		160,000		31,850	97,953	380,909
Provincial Grants - Other				52,641					
Other	270,752	1,078,976	3,016	52,641	160,000		31,850	97,953	380,909
Less: Allocated to Revenue	270,752	1,302,298	25,437	41,000	1,670,578	160,000	42,020	130,899	380,909
Deferred Revenue, end of year	-	-	21,330	102,211	587,586	-	33,335	4,744	-
Revenues	270,752	1,302,298	25,437	41,000	1,672,349	160,000	42,020	130,899	380,909
Provincial Grants - Ministry of Education	270,752	1,302,298	25,437	41,000	1,672,349	160,000	42,020	130,899	380,909
Provincial Grants - Other									
Other Revenue									
Expenses									
Salaries									
Teachers		862,301							
Principals and Vice Principals									
Educational Assistants		171,500							
Support Staff	55,555					93,847			250,392
Substitutes									
Employee Benefits	55,555	1,033,801				93,847			43,888
Services and Supplies	215,197	268,497				29,273			9,430
	270,752	1,302,298	25,437	41,000	1,672,349	36,880	42,020	77,581	63,232
			25,437	41,000	1,672,349	160,000	42,020	130,899	380,909
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	-
Interfund Transfers	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 75 (Mission)
 Changes in Special Purpose Funds and Expense by Object
 Year Ended June 30, 2016

	Service Delivery Transformation	BEST	District Literacy	SWIS	CORE	Riverside Electrical	TOTAL
Deferred Revenue, beginning of year	\$ 36,352	\$ 20,000	\$ 12,281	\$ 21,794	\$ 3,534	\$ -	\$ 1,122,156
Add: Restricted Grants							
Provincial Grants - Ministry of Education							2,023,456
Provincial Grants - Other					4,859	50,000	50,000
Other					4,859	50,000	1,728,078
Less: Allocated to Revenue				21,794	8,393		3,801,534
Deferred Revenue, end of year	36,352	20,000	12,281	-	-	50,000	867,839
Revenues							
Provincial Grants - Ministry of Education				21,794			2,312,315
Provincial Grants - Other					8,393		21,794
Other Revenue				21,794	8,393		1,721,742
Expenses							
Salaries							
Teachers							862,301
Principals and Vice Principals							38,373
Educational Assistants							421,892
Support Staff							149,402
Substitutes							5,515
Employee Benefits							1,477,483
Services and Supplies				21,794	8,393		374,485
Net Revenue (Expense) before Interfund Transfers				21,794	8,393		2,203,883
Interfund Transfers							
Net Revenue (Expense)							

School District No. 75 (Mission)

Schedule 4 (Unaudited)

Schedule of Capital Operations

Year Ended June 30, 2016

	2016	2016 Actual			2015
	Budget (Note 15)	Invested in Tangible Capital Assets	Local Capital	Fund Balance	Actual
	\$	\$	\$	\$	\$
Revenues					
Provincial Grants					
Amortization of Deferred Capital Revenue	2,700,395	2,696,028		2,696,028	2,675,239
Total Revenue	2,700,395	2,696,028	-	2,696,028	2,675,239
Expenses					
Amortization of Tangible Capital Assets					
Operations and Maintenance	3,587,044	3,332,030		3,332,030	3,402,991
Transportation and Housing		141,357		141,357	173,910
Debt Services					
Capital Lease Interest				-	13,211
Capital Loan Interest				-	5,853
Total Expense	3,587,044	3,473,387	-	3,473,387	3,595,965
Capital Surplus (Deficit) for the year	(886,649)	(777,359)	-	(777,359)	(920,726)
Net Transfers (to) from other funds					
Tangible Capital Assets Purchased	1,644,219	1,105,111		1,105,111	525,136
Local Capital			797,000	797,000	215,000
Capital Lease Payment				-	414,714
Capital Loan Payment				-	202,939
Total Net Transfers	1,644,219	1,105,111	797,000	1,902,111	1,357,789
Total Capital Surplus (Deficit) for the year	757,570	327,752	797,000	1,124,752	437,063
Capital Surplus (Deficit), beginning of year		26,549,193	215,000	26,764,193	26,327,130
Capital Surplus (Deficit), end of year		26,876,945	1,012,000	27,888,945	26,764,193

School District No. 75 (Mission)

Tangible Capital Assets

Year Ended June 30, 2016

Schedule 4A (Unaudited)

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$	\$	\$
Cost, beginning of year	10,512,959	130,473,542	1,694,101	1,399,285	531,187	515,718	145,126,792
Changes for the Year							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw		1,768,907	62,433				1,768,907
Deferred Capital Revenue - Other		473,207	488,676	28,564		114,664	62,433
Operating Fund		2,242,114	551,109	28,564	-	114,664	1,105,111
Decrease:							
Deemed Disposals			80,285	293,070	179,831	166,697	719,883
Cost, end of year			80,285	293,070	179,831	166,697	719,883
Work in Progress, end of year	10,512,959	132,715,656	2,164,925	1,134,779	351,356	463,685	147,343,360
Cost and Work in Progress, end of year	10,512,959	133,299,691	2,164,925	1,134,779	351,356	463,685	147,927,395
Accumulated Amortization, beginning of year							
Changes for the Year							
Increase: Amortization for the Year		63,488,037	857,162	928,514	209,646	418,478	65,901,837
Decrease:							
Deemed Disposals		3,033,450	196,965	141,357	87,643	13,972	3,473,387
Accumulated Amortization, end of year			80,285	293,070	179,831	166,697	719,883
			80,285	293,070	179,831	166,697	719,883
		66,521,487	973,842	776,801	117,458	265,753	68,655,341
Tangible Capital Assets - Net	10,512,959	66,778,204	1,191,083	357,978	233,898	197,932	79,272,054

School District No. 75 (Mission)

Schedule 4B (Unaudited)

Tangible Capital Assets - Work in Progress

Year Ended June 30, 2016

	Buildings	Furniture and Equipment	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$
Work in Progress, beginning of year					-
Changes for the Year					
Increase:					
Deferred Capital Revenue - Bylaw	584,035				584,035
	584,035	-	-	-	584,035
Net Changes for the Year	584,035	-	-	-	584,035
Work in Progress, end of year	584,035	-	-	-	584,035

School District No. 75 (Mission)

Schedule 4C (Unaudited)

Deferred Capital Revenue

Year Ended June 30, 2016

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
	\$	\$	\$	\$
Deferred Capital Revenue, beginning of year	52,188,299		306,798	52,495,097
Changes for the Year				
Increase:				
Transferred from Deferred Revenue - Capital Additions	1,768,907		62,433	1,831,340
	<u>1,768,907</u>	-	<u>62,433</u>	<u>1,831,340</u>
Decrease:				
Amortization of Deferred Capital Revenue	2,646,414		49,614	2,696,028
	<u>2,646,414</u>	-	<u>49,614</u>	<u>2,696,028</u>
Net Changes for the Year	<u>(877,507)</u>	-	<u>12,819</u>	<u>(864,688)</u>
Deferred Capital Revenue, end of year	<u>51,310,792</u>	-	<u>319,617</u>	<u>51,630,409</u>
Work in Progress, beginning of year				-
Changes for the Year				
Increase				
Transferred from Deferred Revenue - Work in Progress	584,035			584,035
	<u>584,035</u>	-	-	<u>584,035</u>
Net Changes for the Year	<u>584,035</u>	-	-	<u>584,035</u>
Work in Progress, end of year	<u>584,035</u>	-	-	<u>584,035</u>
Total Deferred Capital Revenue, end of year	<u>51,894,827</u>	-	<u>319,617</u>	<u>52,214,444</u>

School District No. 75 (Mission)
 Changes in Unspent Deferred Capital Revenue
 Year Ended June 30, 2016

Schedule 4D (Unaudited)

	Bylaw Capital	MEC Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
	\$	\$	\$	\$	\$	\$
Balance, beginning of year	149,865			473,649	5,727	629,241
Changes for the Year						
Increase:						
Provincial Grants - Ministry of Education	2,217,393			78,523	58,932	2,217,393
Other	2,217,393	-	-	78,523	58,932	2,354,848
Decrease:						
Transferred to DCR - Capital Additions	1,768,907				62,433	1,831,340
Transferred to DCR - Work in Progress	584,035					584,035
	2,352,942	-	-	-	62,433	2,415,375
Net Changes for the Year	(135,549)	-	-	78,523	(3,501)	(60,527)
Balance, end of year	14,316	-	-	552,172	2,226	568,714

ITEM 9.5 Action

TO: Board of Education
FROM: Superintendent of Schools
SUBJECT: Deroche Elementary Forest Learning Site

Recommendation

THAT the proposed Deroche Elementary Forest Learning Site be approved in principle in order for the Outdoor Education Committee to proceed with connecting with community partners and support agencies.

Background:

Principal Mike Abercrombie, has indicated there has been an expression of interest from his staff and parents to create an outdoor classroom environment for students at Deroche Elementary. There is a portion of property on the school site that is a gated forested area. A map of the property is attached to this Agenda. With the School District's approval and community support, it is the desire of the school to create two outdoor classroom sites, an Aboriginal garden and some learning trails.

There have been a number of individuals who have already expressed interest in helping with the project who have several connections with other partner groups such as DFO, the Fraser Valley Regional Watershed Coalition, Streamkeepers, Leq'a:mel and Scowlitz First Nations. As well, there have been a number of offers of goods, services and expertise from a lumber company, landscapers, builders, a trucking company, equipment operators, carvers, and a fisheries instructor.

A key member of the school's "Outdoor Education Committee" has also been applying for grants and has found a great deal of willingness by foundations to invest in outdoor education.

The school is excited about the potential of the project and is hopeful the Board of Education will offer approval in principle to further explore this potential.

Attachments:

- A. Map of Property
- B. Outdoor Education Committee Meeting

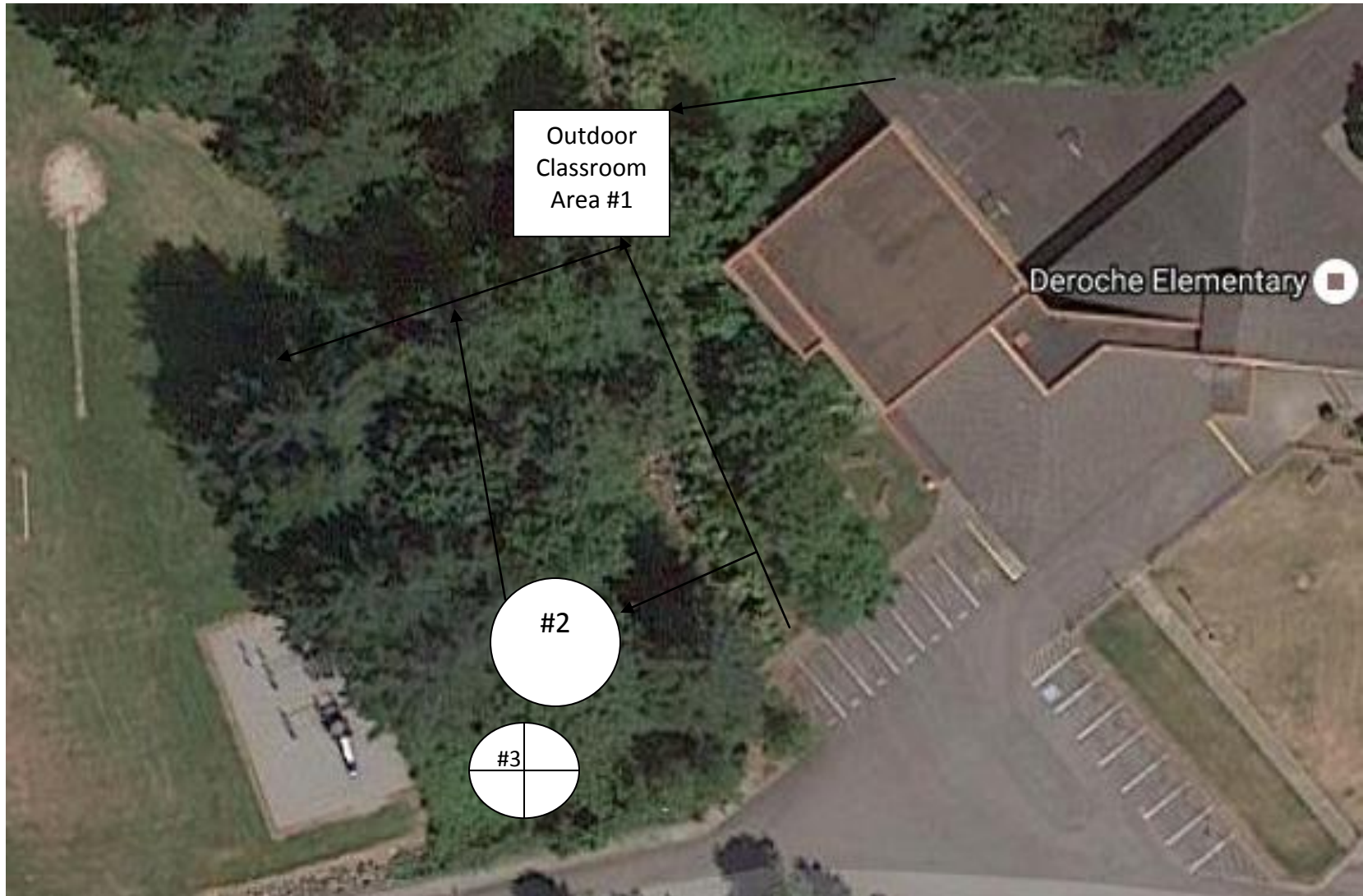
Picture of Driveway into School: Proposed “Outdoor Classroom” area is on the left; plans for the Aboriginal Garden area would be seen from the lane. This picture was taken in August of 2011 – Blackberries have taken over much of the entrance way now.

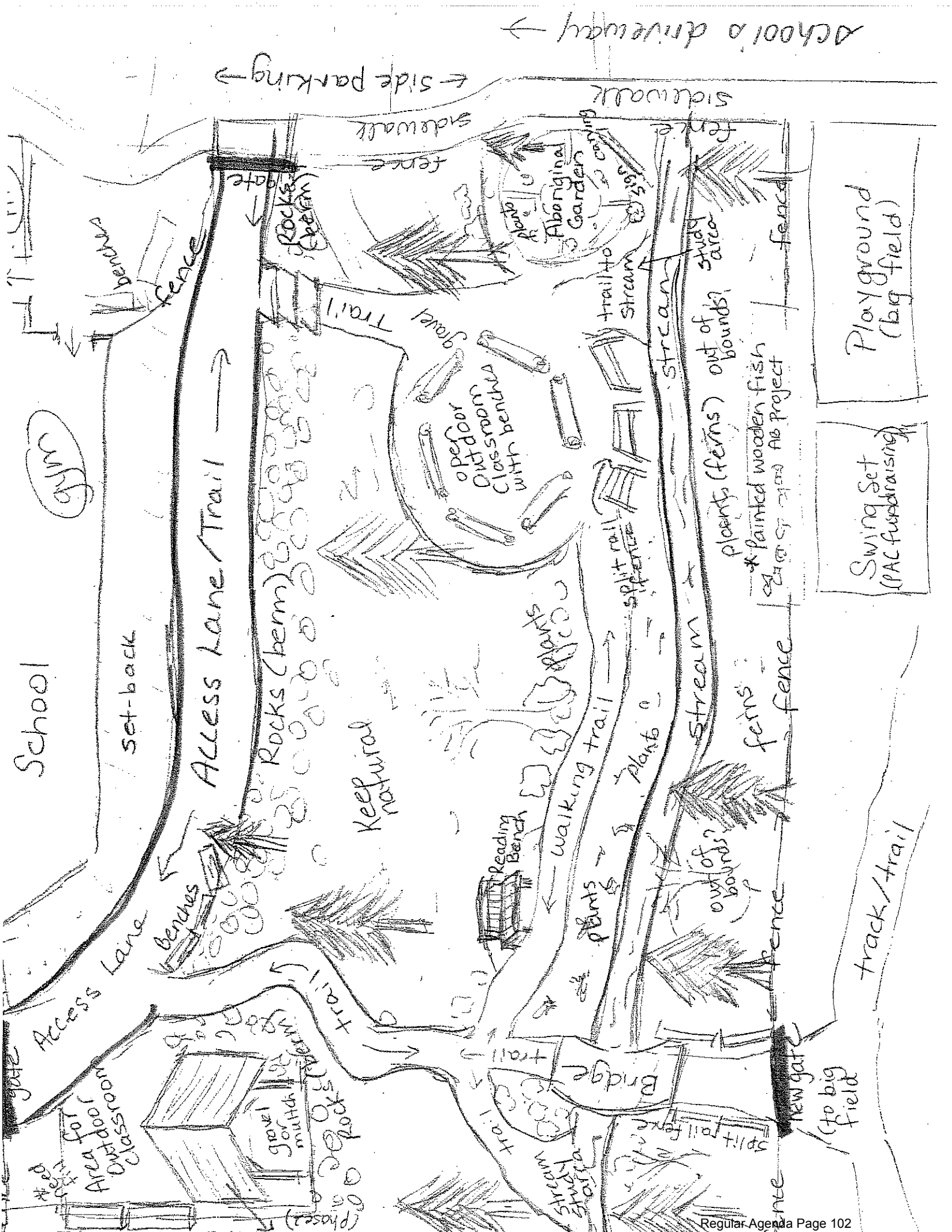


Proposed Outdoor Classroom is in the “forest area”. Once established, it will link the school to the outdoor classroom to the big field. Presently, students have to walk down the lane to get to the big field which seems very disjointed from the school.



A closer view of the “forest area” and proposed areas for Outdoor Classroom #1 and #2 and the Aboriginal Garden (#3)





School's driveway →

← side parking

gym

School

set-back

Access Lane Trail →

Rocks (borm)

Keep natural

Reading Bench

walking trail

plants

Stream

plants (ferns) out of bounds

Painted wooden fish project

Swing Set (PAC fundraising)

Playground (big field)

track/trail

ITEM 9.6 Information

TO: Board of Education
FROM: Superintendent of Schools
SUBJECT: Mission Senior Secondary Reconfiguration Update

Principal, Jim Pearce, will be present to provide an update on the success of the school's reconfiguration.

ITEM 9.7 Information

TO: Board of Education
FROM: Superintendent of Schools
SUBJECT: Kindergarten Registration

The Superintendent met with staff and reviewed the current Kindergarten registration processes.

It has been proposed to:

- Manage the applications for Kindergarten registration at the schools rather than at the District Education Office;
- Reduce school choices from two to one on the application form (*honouring the existing applications*);
- Change the intake date from December to January for Schools and Programs of Choice.

Attachments:

- A. 2017-2018 Kindergarten Entrance Procedures
- B. Schools of Choice Kindergarten Application Form

REGISTRATION/APPLICATION REQUIREMENTS FOR ALL MISSION PUBLIC SCHOOLS:

- ✓ Children born in 2012 are eligible for Kindergarten.
- ✓ Proof of age is required at time of registration: BC Services Card, Birth Certificate, Passport, Permanent Residence Card, Aboriginal Status Card, Baptismal Certificate, Certificate of Citizenship or Immigration Canada document.
 - **Note:** The BC Care Card is not acceptable proof of age (and is currently being phased out).
- ✓ Proof of Residency in BC
 - Parent's Care Card (not student's) or Parent's BC Services Card (not student's)
 - Driver's License
 - Municipal Tax Bill
 - Rental Agreement
 - Utility Bill
- ✓ Proof of Physical Home Address (for Neighbourhood - catchment area schools):
 - **Note:** Driver's license, proof of purchase of residence, municipal tax bill, letter stating current address notarized by a lawyer or notary public, rental agreement (accompanied with a gas, cable, telephone or hydro bill), credit card invoice, or mortgage statement.

Neighbourhood Schools

When & Where:

- ✓ Monday, January 30th to Friday, February 3rd, 2017
- ✓ Registration must take place at your neighbourhood elementary school.

Your Neighbourhood Catchment Area:

- ✓ Please see the **School Locator** link on the right hand sidebar (MPSD home page) for help in identifying your **neighbourhood school**.
- ✓ For any questions or additional information, please call the Board of Education Office at 604.826.6286.

French Immersion: École Christine Morrison and École Mission Central both offer a French Immersion program. See **School Locator** on our website for your neighbourhood school.

C.O.R.E. Program: Dewdney Elementary provides education based on the **C.O.R.E.** (Community Outdoor Recreation & Environment Education) program. Detailed information is outlined on our website (see "Schools" >> "Elementary")

Schools of Choice

Our Schools of Choice are:

- ✓ Edwin S. Richards - Arts Based program.
- ✓ Hillside Traditional Academy – Curricular outcomes in an environment based on traditional values.

Schools of Choice offer differing presentations of our educational curriculum. The opportunity to attend a School of Choice is open to all Mission residents as these schools have district wide catchment areas.

Kindergarten applications to attend Schools of Choice can be filed at any time, and for any year of birth, at the Board of Education Office. Please bring your child's proof of age documentation:

- ✓ Proof of age is required at time of application for Schools of Choice (*please see above for required documentation*)

PLEASE NOTE (Sibling Registration):

- Parents with children **currently attending** either **Hillside Traditional Academy** or **Edwin S. Richards** need to **register** their kindergarten-aged sibling **during the month of December**, at their present school of choice.

Distance Education / Home Learning Program: Please see **Summit Learning Centre** (on the left hand sidebar of the MPSD home page) for registration and details of our home learning program.

Schools of Choice KINDERGARTEN APPLICATION

SCHOOLS OF CHOICE:

Elementary School Choice: _____
(choose one)

Edwin S. Richards

Hillside Traditional Academy

Year starting
Kindergarten:

The Ministry of Education requires all registrations in LEGAL names

Gender: Male Female

LEGAL Last Name: _____ LEGAL First Name: _____ LEGAL Middle Name: _____

Date of Birth: _____ Country of Birth: _____ Province of Birth: _____ Citizen of: _____
Day Month Year

Home Address: _____
Apt / House # Street Name City Province

Parent/Guardian Name: _____ Parent/Guardian Name: _____

Parent Email: _____ Home Ph. #: _____ Cell #: _____

SPECIAL NEEDS / LEARNING CONSIDERATIONS

Comments: _____

Other children Attending Mission Public Schools:

LEGAL Name: _____ Date of Birth: _____ Current School: _____
Day Month Year

LEGAL Name: _____ Date of Birth: _____ Current School: _____
Day Month Year

LEGAL Name: _____ Date of Birth: _____ Current School: _____
Day Month Year

Declaration of Understanding:

I understand that this application does not constitute registration into a school/program of choice. Successful applicants will be contacted by the school administrator to register their child in February of their kindergarten year.

I further acknowledge that it is my responsibility to inform the School District if my contact information changes, as my child's name may be removed from the application list if I cannot be contacted.

Signature of Applicant: _____ Date: _____

FOR OFFICE USE ONLY:

Date of Application _____ Time of Application _____
Day Month Year

Birth Certificate Photocopied and Verified by: _____ (PLEASE PRINT CLEARLY)

The information on this form is collected under the authority of the School Act, sections 13 and 97. The information will be used for educational program purposes and, when required, may be provided to health services, social services or other support services as outlined in section 97(2) of the School Act. The information collected on this form will be protected under the Freedom of Information and Protection of Privacy Act. Questions about the collection and use of this information should be directed to the Principal of your school or to the Information and Privacy Coordinator, School District #75 (Mission), 33046, 4th Avenue, Mission, BC V2V 1S5, Telephone: 604-826-6286.

Board of Education Meeting (Regular)

December 13, 2016



ITEM 9.8 Information

TO: Board of Education
FROM: District Parent Advisory Council ("DPAC")
SUBJECT: District Parent Advisory Council Update

Attachment:

A. November DPAC Meeting Report

DPAC Report, November 2016

Regrets from Rick McKamey, Shelley Carter, and Nikki Hawes.

We enjoyed a tour by Melinda Dempster, principal of Edwin S. Richards School. Our guest speaker, Annie Charker, a Settlement and Integration Worker with Mission Community Services Society talked to us about some of the work they do with refugee families and immigrants that move to Mission.

Superintendent's Report: Angus updated us on a couple of new Principal appointments. He also spoke about policy review which is a big project this year, and will be ongoing to keep our District policies current. He updated us with regards to the Supreme Court Ruling: The most problematic item is that the language around “special needs students” in 2002 was inconsistent from District to District, therefore it is not a simple formula to 'simply' impose, but rather needs to be re-defined and re-negotiated with the BCTF. The changes will not happen overnight. Changes to class sizes will necessitate more classrooms, which for many schools means portables. There was also an explanation about District safety procedures being reviewed (i.e. Lockdown procedures), and noting that it is a balancing act to keep students safe without making our schools fortresses, which would not be good for students' mental health.

Chair's Report: Cyndi Reported her notes from the BCCPAC Summit which she attended in Richmond on November 18/19. Present at the Summit were DPAC Chairs from around the province, as well as several staff members from the BC Ministry of Education, including Minister Mike Bernier and Deputy Minister Dave Byng.

- About 1 in 3 children, or about 14,000 kindergarten students in the province, are starting school with vulnerabilities in one or more areas that are critical to their healthy development. Child vulnerability in the province has meaningfully increased over the last decade. Early diagnosis and intervention is critical to get the best results for vulnerable students.
- Many parents have completed the online survey at: engage.gov.bc.ca/yourkidsprogress with regards to student report card changes that will come with the implementation of the new curriculum. Please complete the survey or attend the Open House forum for in-person feedback on the same topic on January 17, 2017 in Abbotsford.
- Support safe, inclusive, supportive schools. A culture of belonging and acceptance must be cultivated for students to thrive. Inclusiveness starts with us (modelling behaviour).
- PACs are not merely tasked with fundraising. The role of PAC is to inform and empower parents as the best advocates for their students.
- Mental Health: Emerging Trends in Schools: Screen time is a reward / privilege. Less than 2 hours per day is good practice. No cell phones in bedrooms at night!!! Sleep deprivation harms emotional as well as physical well-being and most “problem” activities occur between 3 and 5 am. While the system we have isn't “everything for everyone”, the Ministry recognizes that more supports in the classrooms in the early years will be the foundation to success in later years. They know that 50% of mental health concerns take root by the age of 15 and 75% by age 24.

Treasurer's Report: \$2664.23 in general, \$3,674.08 in gaming. We are still following up to see why we have not yet received our gaming grant.

Communications Report: Our Facebook page is Mission District Parent Advisory Council

Education Committee Report: Laura Wilson updated us on the last meeting held Nov. 1st

- Policy review ongoing. Draft policy manual structure to make it easier for the public.
- physical restraint and seclusion draft policy is now available to the public for comment
- Draft policy for catchment area/cross boundary (already is a policy)(make it shorter to understand): adding in a sibling clause
- Curriculum update: teachers had the Oct development day and discussed assessment; another day for this in MAY
- BCTF rep. Amber: teachers are working on self-assessment and are applying the new curriculum.
- ****Complete parent survey online at: engage.gov.bc.ca/yourkidsprogress
- Student transportation funding has come through. Reimbursement to the parents who paid for their bus fees will occur in due course.

Laura also updated us on some events coming up in the community:

Leadership students: Christmas dinner

(for families & individuals who don't have an XMAS dinner to go to usually)

Child and youth mental health event

Homeless count (volunteers needed)

Our first **Parent Education** Evening of the school year is this November 28th at the Clarke Theatre. There will also be an event on January 18, 2017: "Calm, Alert, and Learning: An Introduction to the Self-Regulation Theory." This will be a presentation by Paula Jurczak of the MEHRIT centre. Decades of research have shown that self-regulation is the foundation of healthy human development, adaptive coping skills, positive parenting, learning, safe and caring schools and vibrant communities.

Movie Committee: Raymond's Computer failed and the back ups could not successfully recover his data, so most of the information he had is lost. We will attempt to piece it together from our copies of emails.

New Business:

Parents request that Parent teacher conferences for the middle school and high school not be held on the same evening. Angus will investigate this.

Draw: Ilona Schmidt was the winner of our draw.

Upcoming events:

Parent Education Event at the Clarke Theatre January 18, 2017 at 7 pm

School Board Meeting: December 13, 2016 at 6:30 at Hatzic Elementary

Next DPAC meeting: December 12, 2016 at 7 pm at Hillside Traditional Academy

Executive:

Past President: Nikki Hawes

Chair: Cyndi Polovina DPAC@mpsd.ca

Vice Chair: Trisha Hansen-Bell

Secretary: Karah McLean

Treasurer: Jessica Weismiller

Communications: Clare Seeley

Members at Large: Sheneal Anthony, Destiny Cunningham, Raymond Kwong

Attendance:

Hillside: Jessica Weismiller, Cyndi Polovina(PAC), Justin Wagner(PAC)

Riverside: Laura Wilson

Hatzic Middle School: Dionne Moirsire, Lori McComish (MSS&HMS)

Mission Secondary: Clare Seeley, Emma Johnston (MSS&HPMS)

Windebank: Michelle Masse (PAC)

ESR: Laurena Gagno(PAC), Sheneal Anthony(PAC), Raymond Kwong, Principal Melinda Dempster,

Dewdney: Destiny Cunningham(PAC), Raven Arcand(PAC)

Deroche: Chrystal McCallum(PAC)

Cherry Hill: David Mathisen(PAC), Jen Mathisen(PAC)

West Heights: Ilona Schmidt(PAC), Elisa Williams(PAC)

McMahon: Niki Rosche, Kristine Matthysen(PAC)

Heritage Park: Karah McLean(PAC)

Mission Central: Trisha Hansen-Bell(PAC)

Special Guests: Angus Wilson (Superintendent), Annie Charker

Board of Education Meeting (Regular)

December 13, 2016



ITEM 10 Information

TO: Board of Education
FROM: Secretary Treasurer
SUBJECT: Correspondence

****Due to volume, please note correspondence will only be available in the electronic Agenda only.***

Attachments:

- 10.1 SD No. 5 (Southeast Kootenay – *Government Firing of the Vancouver School Board*;
- 10.2 SD No. 19 (Revelstoke) – *Funding of Principal and VP Compensation Improvements*;
- 10.3 SD No. 23 (Central Okanagan) – *Implementation of the New Grade 10-12 Curriculum*;
- 10.4 SD No. 27 (Cariboo-Chilcotin) – *Notice of Trustee By-Election*;
- 10.5 SD No. 41 (Burnaby) – *Vancouver School Board*
- 10.6 SD No. 42 (Maple Ridge-Pitt Meadows) – *Board Elections Following Firing*;
- 10.7 SD No. 43 (Coquitlam) – *English Language Learning Coordinator*
- 10.8 SD No. 61 (Victoria) – *Abbotsford Condolences*
- 10.9 SD No. 67 (Okanagan Skaha) – *Vancouver School Board Firing*
- 10.10 SD No. 69 (Qualicum) – *By-Election*



SCHOOL DISTRICT 5

S O U T H E A S T K O O T E N A Y

November 8th, 2016

Honourable Christy Clark
Premier, Province of British Columbia
PO Box 9041 Stn Prov Govt
Victoria BC V8W 9E1

Honourable Michael De Jong
Minister of Finance and Government House Leader
PO Box 9048 Stn Prov Govt
Victoria BC V8W 9E2

Honourable Mike Bernier
Minister of Education
PO Box 9045 Stn. Prov. Govt
Victoria BC V8W 9E2

Dear Premier Clark and Ministers De Jong and Bernier:

RE: Government Firing of the Vancouver School Board

The School District 5 (SD5), Southeast Kootenay Board of Education wishes to express our deepest concern over government's firing of the Vancouver School Board (VSB) on October 17th, 2016.

We feel it is a sad day for democracy when a government chooses to use the blunt instrument of legislation as its first and only recourse when in disagreement with the political views or advocacy work of a duly elected Board of Education.

It is the responsibility of every school board in this province to work collaboratively with schools, unions, members of the public and district management when dealing with conflict, and in the development of its yearly budget. Likewise, it's incumbent upon government to respect the democratic process and to work collaboratively with elected Boards of Education as *co-governors* of public education in BC.

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

The VSB –while symbolically refusing to sign off on their balanced budget—had in fact been following its balanced budget and had implemented all cuts contained in the budget.

Given the historical conflict between government and the VSB coupled with the timing of the VSB's firing, our Board believes that “non-compliance” was not the **reason** for which the VSB was fired, but rather the only legitimate **excuse** available to government to fire the VSB.

All elected officials are responsible for the smooth operation of government and its institutions. To do this requires, time, intent and process to restore working relationships and the public trust when they are broken.

Instead of working toward a resolution, government and the MoE chose to “hit the easy button”, throwing an entire community of students, parents and staff into turmoil while creating a media frenzy of speculation across the province –rather than do the difficult job for which the public elected them.

Our Board believes the citizens of BC deserve better. In other systems of shared responsibility there are dispute mechanisms or appeal procedures in place to resolve conflict between parties.

To that end, we request government implement restorative processes and procedures geared toward resolving conflict while giving equal representation from the education co-governance partners (the MoE and BCSTA), with the intent of resolving differences between conflicting parties *and respecting the democratic process*.

We also request that the MoE immediately call a by-election to restore democracy to the citizens of Vancouver.

We look forward to your timely response to this letter, inclusive of government's intended actions regarding this most serious issue, our Board's request for the development of a mediation process as outlined above, and our request for a by-election to restore an **elected** VSB to the citizens of Vancouver.

Sincerely,



Frank Lento, Board Chair,
SD5

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

Cc*: Mike Bernier, Minister of Education
Bill Bennett, MLA Kootenay East BC
John Horgan, Leader, BC New Democratic Party
Rob Fleming, Education Critic, BC New Democratic Party
Teresa Rezasnoff, President, BCSTA
BCSTA for distribution to member Boards of Education
Mike Lombardi, Chair, Vancouver School Board
Glen Hansman, President BC Teachers' Federation
John Bird, President, BCCPAC
Shelley Balfour & Christina Smith, CFTA Co-Chairs
Debbie Therrien, DPAC Chair
Aaron Thorn, President, SD5 Administrators' Association
Charley Beresford, Columbia Institute
Catherine Shaw, FACE BC Vancouver
Media

*This correspondence is public and transparent. Please feel free to share and/or respond with comment.

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown
• Curtis Helgesen • Chris Johns • Doug McPhee • Patricia Whalen

940 Industrial Road #1, Cranbrook BC, V1C 4C6 • Tel: 250.417.2055 • Fax: 250.489.5460 • www.sd5.bc.ca

November 9th, 2016



School District 19
(Revelstoke)

By email

The Honourable Mike de Jong
Minister of Finance
PO Box 9405, Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Bernier:

RE: Funding of Principal and Vice-Principal Compensation Improvements

At the Revelstoke Board of Education's regular meeting of November 2nd, 2016 the Board passed the following motion:

"THAT the Revelstoke Board of Education write a letter to the Minister of Education and the Minister of Finance in support of the BCSTA's letter requesting that they provide full funding to school districts to pay for the salary increases which were recently approved by the Public Sector Employers Council for exempt and executive staff."

The Revelstoke Board of Education fully supports the September 22nd, 2016 letter from the British Columbia School Trustees Association and believes that all employees should be treated fairly and with respect. Increases to compensation for all staff should be funded by government as a part of ensuring that the high standard of public education in BC be sustained.

Sincerely,

Bill MacFarlane, Chairperson
Revelstoke Board of Education

cc: Board Correspondence File
BC School Boards (through BCSTA)



November 17, 2016

The Honourable Mike Bernier
Minister of Education
PO Box 9045, STN PROV GOVT
Victoria, BC V8W 9E2

Dear Honourable Minister Bernier:

Re: Implementation of the New Grade 10-12 Curriculum

The Board of Education of the Central Okanagan Public Schools respectfully requests a one-year delay for the implementation of the Graduation Years Program.

As we work towards the successful implementation of the K-9 curriculum, it has become apparent that the timeline for the Grade 10-12 curriculum is too restricted. Typically, we have had students complete their course selections in January/February. This is not possible under the new Graduation Years Program because some programs and program course codes remain incomplete.

We support the direction the Ministry is headed, and want to ensure that we have the time to provide thoughtful feedback and to allow our teachers to develop learning episodes and resources that meet the intent of the new Graduation Years Program. To do this, additional time is required.

Thank you for considering our request.

Yours sincerely,

Moyra Baxter
Board Chair

Copy: Central Okanagan Board of Education Trustees
Central Okanagan Teachers' Association
CUPE Local 3523
Central Okanagan Parent Advisory Council
Central Okanagan Principals' and Vice-Principals' Association
District Student Council
All BC Boards of Education c/o BCSTA

Board of Education - Trustees

Moyra Baxter
Christopher L. Gorman

Deb Butler
Lee Mossman

Rolli Cacchioni
Lee-Ann Tiede

Julia Fraser



15 November 2016

Honourable Mike Bernier
Minister of Education
PO Box 9045, Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Bernier:

Re: Notice of Trustee By-Election

The Board of Education of School District No. 27 (Cariboo-Chilcotin) was notified on 18 October 2016 of the vacated trustee seat of Joyce Cooper, Zone 7.

Pursuant to section 36(3)(c) of the *School Act*, the Board of Education of School District No. 27 (Cariboo-Chilcotin) hereby advises that a trustee by-election is required to fill the vacated seat. This is a rural area and therefore the trustee election will be conducted by the Board.

The Board of Education, on 15 November 2016 appointed Secretary Treasurer Kevin Fitcher as Chief Election Officer and Connee Newberry as Deputy Chief Election Officer. Contact information is as above.

Yours truly

FOR THE BOARD OF EDUCATION

Tanya Guenther
Chair

:can

Cc: BCSTA



October 31, 2016

By email: educ.minister@gov.bc.ca

The Honourable Mike Bernier
Minister of Education
PO Box 9045, Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Bernier:

Vancouver School Board

At a regular public meeting held on October 24 the Burnaby Board of Education unanimously approved the following motion:

THAT the Burnaby Board of Education publicly reiterates its belief in the vital role of, and important need for, democratically, locally-elected boards of education across the province and calls upon the provincial government to call a school trustee election for the Vancouver School Board as soon as possible.

We strongly urge you to ensure that residents of Vancouver have a voice in the governance of their school district.

Yours very truly,

Ron Burton
Chair, Burnaby Board of Education

BC Boards of Education
Burnaby MLAs

16-10-31/Trustees/SB

November 21, 2016

The Honourable Mike Bernier
Room 134, Parliament Buildings
Victoria, British Columbia V8V 1X4

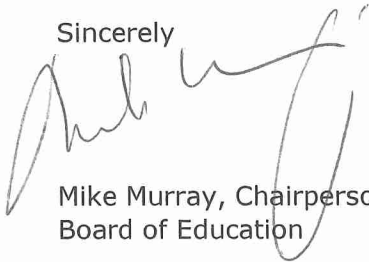
Dear Minister Bernier,

At the November 16, 2016 public board meeting, the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) approved the following motion:

"THAT the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) write a letter to request that when a Board of Education is fired an election date be called within 6 months following the Provincial Government's appointment of a non-elected trustee".

The Board appreciates the need for accountability, especially as it relates to trustees adhering to their oath of office. However, like the BC School Trustees Association and its member Boards, we believe having democratically elected citizens representing local education interests is fundamental to achieving student success. Democratically elected trustees are ultimately accountable to residents in their communities through the electoral process. While we understand circumstances may vary from community to community we believe there should be some urgency to conducting a by-election to replace those who have been removed from office with locally elected representatives.

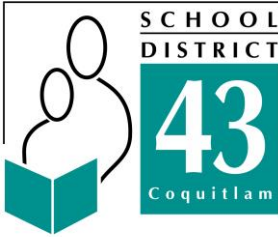
Sincerely



Mike Murray, Chairperson
Board of Education

Cc:

Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows)
BCSTA for distribution to all Boards of Education



550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-939-6758

Learning for a Lifetime

**BOARD OF
EDUCATION**

November 4, 2016

CHAIR:

Judy Shirra

The Honourable Mike Bernier
Minister of Education
PO Box 9045 Stn Prov Govt
Victoria, BC V8W 9E2

VICE-CHAIR:

Michael Thomas

TRUSTEES:

Carol Cahoon
Chuck Denison
Barb Hobson
Kerri Palmer Isaak
Lisa Park
Diane Sowden
Keith Watkins

Dear Minister Bernier,

On behalf of the School District No. 43 (Coquitlam) Board of Education, I write to express our unanimous appreciation to the Ministry of Education for establishing the English Language Learning (ELL) Coordinator position and for the appointment of Meghan Carr to the position. Our School District, along with other members of the Metro Vancouver ELL Trustee Consortium, has advocated for many years for an ELL Coordinator in the Inclusion Branch of the Ministry of Education.

In Ms. Carr's short time in the coordinator position, we have learned about her leadership and enthusiasm for her portfolio. With over 4,500 English language learners enrolled in our schools, we look forward to her continued professional support and leadership. Specifically, we appreciated Ms. Carr's leadership in the successful transition of ELL students to post-secondary education, the provision of graduation credits for ELL students, appropriate ELL pre-service training for teachers, professional learning for ELL teachers, provincial ELL policy development, stakeholder engagement, addressing needs of refugee students, coordinating assessment, instruction and career planning for ELL students.

Your decision to provide funding for the provincial ELL Coordinator position is appreciated by our Board of Education. It is an appropriate recognition of the fact that the Canadian economy depends on the successful inclusion of people who arrive in our country as immigrants and refugees. As you know, British Columbia and particularly Metro Vancouver is one of the country's major destinations for immigrants and refugees.

.../2

In recognition of the need to provide continuity and stability in support of English language learners, all members of the Board of Education encourage you and the Ministry of Education to continue to fund this position on an ongoing basis.

Thank you again for your leadership and for your support for the position of ELL Coordinator. This commitment will make a difference in the lives of English language learners in our District and across British Columbia, now and in the future.

Yours truly,

SCHOOL DISTRICT NO. 43 (COQUITLAM) BOARD OF EDUCATION



Judy Shirra
Chair, Board of Education

cc: Board of Education
Patricia Gartland, Superintendent of Schools
Chris Nicolls, Acting Secretary-Treasurer
Reno Ciolfi, Assistant Superintendent
ELL Consortium
BCSTA for all Boards of Education



BOARD OF EDUCATION

*Chair: Edith Loring-Kuhanga Vice-Chair: Diane McNally
Trustees: Tom Ferris, Elaine Leonard, Deborah Nohr, Peg Orcherton
Rob Paynter, Jordan Watters, Ann Whiteaker*

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
556 BOLESKINE ROAD, VICTORIA, BC V8Z 1E8
PHONE (250) 475-4106 FAX (250) 475-4112**

November 29, 2016

Ms. Rhonda Pauls, Board Chair
Abbotsford School District No. 34
33355 Bevan Avenue
Abbotsford, BC
V2S 0E7

Sent via email: boardchair@sd34.bc.ca

Dear Chair Pauls:

On behalf of the Board of Education and the entire Greater Victoria School District, please accept our sincerest condolences on the recent tragic event that took place at Abbotsford Senior Secondary School that ultimately took the life of student Letisha Reimer. I can only imagine how Letisha's passing and the serious injury of another young student has shaken your school community and the many people who know and care for them.

We are thinking of you all during this time of loss and sadness. We are all one learning community and if there is anything our school community can do to support your school community, please do not hesitate to reach out to us.

With deepest sympathy,

A handwritten signature in black ink, appearing to read "Edith Loring-Kuhanga", written over a horizontal line.

Edith Loring-Kuhanga
Board Chair

cc: Piet Langstraat, Superintendent of Schools
Mark Walsh, Secretary-Treasurer
Board of Education
All BC School Boards, c/o BCSTA



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)**

425 Jermyn Avenue
Penticton, BC, Canada V2A 1Z4
Telephone: 250-770-7700
Fax: 250-770-7722
E-mail: lvanalphen@summer.com
Website: www.sd67.bc.ca

Office of the Chairperson of the Board

File No.: 00140-50
OPR: SECTR

November 21, 2016

British Columbia School Trustees Association
4th Floor – 1580 West Broadway
Vancouver, BC
V6J 5K9

Dear *Teresa* Ms. Rezansoff:

At the Regular Board of Education meeting held on November 14, 2016, the Board of Education passed the following motion:

That the Board of Education write a letter to the president of BCSTA in support of her well worded comments regarding the firing of the Vancouver school board with a copy to all other boards of education.

The Board of Education for School District No. 67 (Okanagan Skaha) would like to extend our appreciation for your well worded comments of October 17, 2016 in which you reported on the *unfortunate and rare situation* and the *importance of every board of education acting in the overall best interest of both students and taxpayers.*

As you are aware, School District No. 67 (Okanagan Skaha) is one of the boards that have experienced significant opposition in an attempt to provide a mandated balanced budget. Therefore, it has made the request to the Ministry of Education to provide consistent and equitable application of policy to all school districts.

Thank you for your ongoing support.

Yours truly,

Linda Van Alphen
Chair
Board of Education

cc. All Boards of Education



SCHOOL DISTRICT No.69 (QUALICUM)

November 25, 2016

Honourable Mike Bernier
Minister of Education
PO Box 9150, Stn Prov Govt
Victoria, BC V8W 9H1

Dear Minister Bernier:

At its Regular Board Meeting of November 22, 2016, the Board of Education of School District 69 (Qualicum) passed the following motion:

***THAT** the Board Chair, on behalf of the Board of Education of School District No. 69 (Qualicum), write a letter to the Minister of Education requesting that a by-election be held for trustees of the Vancouver School District, as well as any other district currently sitting without a democratically elected Board of Education.*

The *School Act* states that elections must be held every 4 years; therefore, it is obvious that government believes that a community is best served by locally-elected trustees. In a response to Teresa Rezansoff, President of the BC School Trustees Association, you state that you agree with and are committed to that principle. There are still two years left in the current term and, in the event a trustee position becomes vacant, the *School Act* allows for a by-election so why could it not apply for the replacement of a whole Board?

It is our express wish that the official trustees appointed to the Vancouver and the North Okanagan-Shuswap School Districts only remain in their positions until such time as the districts are able to organize and hold a by-election.

Sincerely,

Eve Flynn
Board Chair

cc: Rollie Koop, Superintendent of Schools
BC Boards of Education (via BCSTA)