

Board of Education Meeting (Public)

Agenda



Board of Education Meeting

May 23, 2017, 6:30 pm

École Mission Senior Secondary School – Library, 32939 7th Avenue, Mission, BC

1. CALL TO ORDER
The Board Chair will acknowledge that this meeting is being held on Traditional Territory.
2. ADOPTION OF AGENDA
3. DELEGATIONS/PRESENTATIONS
 - 3.1 District of Mission / Board of Education: Signing of the new Joint Use Agreement
4. UNFINISHED BUSINESS Page
 - 4.1 Board of Education Responsibilities Policy Action 1
 - 4.2 Trustee Code of Ethical Conduct Policy Action 4
5. STAFF REPORTS
 - 5.1 Student Transportation Action 7
 - 5.2 2017-2018 Annual Facilities Grant Expenditure Plan Action 10
 - 5.3 Reporting out from Closed Board Meeting Information N/A
6. NEW BUSINESS
7. MINUTES OF PREVIOUS MEETING
 - 7.1 Board of Education Meeting Minutes: April 25, 2017 Action 16
8. INFORMATION ITEMS
 - 8.1 2017-2018 Preliminary Budget N/A
 - 8.2 District Parent Advisory Council 21
9. CORRESPONDENCE Information 24
 - 9.1 Ministry of Education – *Education Resource Acquisition Consortium (ERAC)* 25
 - 9.2 School District No. 23 (Central Okanagan) – *Approval of Memorandum of Agreement* 26
 - 9.3 School District No. 42 (Maple Ridge-Pitt Meadows) – *Child & Mental Health* 28
10. COMMITTEE MINUTES/LIAISON REPORTS
 - 10.1 Committee of the Whole Meeting Minutes: April 18, 2017 30
 - 10.2 Committee of the Whole Meeting Minutes: May 9, 2017 34
11. ANNOUNCEMENTS
12. QUESTION PERIOD
Questions asked must be related to items discussed on the Agenda. Labour, Land, and Legal issues will not be discussed.
13. ADJOURNMENT

ITEM 4.1 Action

TO: Board of Education
FROM: Superintendent of Schools
SUBJECT: Policy – Board of Education Responsibilities

Recommendation:

THAT the *Board of Education Responsibilities* policy be approved.

Executive Summary:

The attached draft of the Board of Education Responsibilities policy is a revision of the School Board Powers and Duties policy. The revised policy restructures the policy into the format being used for other policies, including the purpose, and revised policy statement, with guidelines.

Background:

The current policy provides direction for the Mission Public School District, as outlined in the *School Act*. The revised policy updates this direction to provide greater clarity for the Board and the public. The policy has been reviewed at Committee of the Whole meetings, and been referred out for public comment.

Analysis and Impact:

The revised policy does not materially alter the direction outlined in the School Board Powers and Duties policy however it does alter the language to be better reflect what the scope of the Board from the lens of responsibilities rather than powers.

Strategic Priority:

The Strategic Plan directs the review and revision of policies to contribute to effective governance and operational direction and that policies be reviewed and revised ensuring transparent participation.

Policy, Regulation, Legislation:

The policies of Mission Public School District must be consistent with the *School Act*. The policy highlights the primary responsibilities of the Board.

Public Consultation:

This policy was first introduced to Board members and partner groups (CUPE, MTU, DPAC, PVPA) in draft at the February 28, 2017 Committee of the Whole meeting. It was presented to the Board of Education at the March 28, 2017 Regular Board meeting where it received approval to initiate public consultation. The policy remained on the School District's website for feedback for thirty (30) days. There has been no feedback.

Implementation:

Final Approval – Board meeting May 23, 2017

Attachment:

A. Board of Education Responsibilities Policy

Section:	Foundation	
Title:	Board of Education Responsibilities	20

Purpose

To summarize the responsibilities of the Board of Education of the Mission Public School District.

Policy

The Board of Education of the Mission Public School District provides the governance direction and oversight for the activities of the School District in accordance with the specified powers delegated to the School District by the *School Act*. This includes:

- ensuring the Mission Public Schools provide students with the opportunity for quality public education.
- setting education policies that reflect the aspirations of the community, considering the overall provincial guidelines.
- being accountable to parents, taxpayers, the community and the Province for the public education system for students in the Mission Public School District, including:
 - accountability for the implementation of provincial and local education programs,
 - student access and achievement,
 - employee performance, and
 - the fiscally responsible provision of services.
- securing adequate funding to support quality public education in Mission.

Corporate Board

The Board of Education of School District No. 75 (Mission) is a publicly elected group of five Trustees, elected for a four year term. Four Trustees are elected from the District of Mission electoral area and one Trustee is elected from the Fraser Valley Regional District.

Trustees elected or appointed in accordance with the *School Act* form a corporation under the name “Board of Education, School District No. 75 (Mission)” also known as the Mission Public School District (MPSD).

The Board, as a body, holds the rights, powers, duties and liabilities as prescribed in the *School Act*.

General Guidelines

The Board:

- carries out legislated responsibilities as set forth in the *School Act*.
- sets direction for the School District, reflecting community values.

- sets policy and bylaws to support its goals and provide a framework for the superintendent of Schools to fulfill his/her responsibilities.
- provides direction for communication with education partners and community at large.
- is responsible to oversee and review the governance and administration of the School District quarterly, or other regular basis.

Date of Original Board Approval: September 2008 (Policy 3)

Date Amended:

Legal Reference: School Act, Part 6, Division 2 - Powers and Duties

Provincial Policy: "Mandate for the School System in the Province of British Columbia" approved by Order in Council 1280/89

Cross Reference: Policy 40, Board Member Roles and Responsibilities

ITEM 4.2 Action

TO: Board of Education
FROM: Superintendent of Schools
SUBJECT: Policy – Trustee Code of Ethical Conduct

Recommendation:

THAT the *Trustee Code of Ethical Conduct* policy be approved.

Executive Summary:

The attached Trustee Code of Ethical Conduct policy is a revision of the Trustee Code of Ethics policy. The revised policy restructures the policy into the format being used for other policies, including the purpose, and revised policy statement, with ethical conduct commitments for Trustees. The amendments as recommended by the board have been included in this version.

Background:

The current policy provides direction for the ethical conduct of Mission Public School District Trustees, as outlined in the *School Act*. The revised policy updates this direction to provide greater clarity for the Board and the public.

Analysis and Impact:

The revised policy does not materially alter the direction for the ethical conduct of Trustees, however, it does alter the language to better reflect the conduct expected from each Trustee.

Strategic Priority:

The Strategic Plan directs the review and revision of policies to contribute to effective governance and operational direction and for policies to be reviewed and revised ensuring transparent participation.

Policy, Regulation, Legislation:

The policies of Mission Public School District must be consistent with the *School Act*. The policy highlights the need for ethical conduct of Trustees to support good governance.

Public Consultation:

The policy was first introduced to Board members and partner groups (CUPE, MTU, DPAC, PVPA) in draft at the February 28, 2017 Committee of the Whole meeting. It was presented to the Board of Education at the March 28, 2017 Regular Board meeting where it received approval to initiate public consultation. The policy remained on the School District's website for feedback for thirty (30) days. There has been no feedback.

Implementation:

Final Approval – Board meeting May 23, 2017

Attachment:

A. Draft Trustee Code of Ethical Conduct Policy

Section:	Governance	
Title:	Trustee Code of Ethical Conduct	30

Purpose

To provide guidance and direction for the ethical behaviour and professionalism of Trustees in the fulfilment of their roles and responsibilities.

Policy

Critical trust is invested in the Board by the electorate to govern the affairs and business of the Mission Public School District. Recognizing this, the Trustees commit to conducting the business of the Board in a fair, respectful, and professional manner. This commitment includes using respectful authority and decorum when interacting with other trustees, staff, partner groups, and the community, or when representing the Board of Education or the Mission Public School District.

Trustees will uphold the commitments of the Code of Ethical Conduct policy, and will address any violation of the Code by a Trustee at a closed meeting of the Board.

Ethical Conduct Commitments

Trustees will fulfill their roles and responsibilities as a Trustee of the School District considering the following ethical conduct commitments.

Behaviour:

- Trustees are expected to use respectful behaviour in all School District and community interactions.
- Trustees are expected to use behaviour that is not disrespectful of others or their opinions.
- Trustees are expected to maintain decorum during all meetings, respecting the protocols of the meeting process and the authority of the Board Chair.
- Trustees will endeavor to work cooperatively in spite of differences of opinion.

Decision making process:

- Trustees are expected to give the opinions and objectives of other trustees, staff, partner groups, and the public, their respect and full consideration.
- Trustees are expected to conclude discussions and reach decisions, only after considering all available information and opinions for each situation. Trustees shall remain open to altering a perspective or an opinion after considering other information received in the discussion process. Trustees shall not have an unreasonable bias or closed mind to an issue.
- Trustees must encourage full and open discussions in all matters. Trustees must not dismiss or disregard others when they submit an opinion that is different or contradicts their own opinion.
- Trustees must not withhold or conceal matters or information from other Trustees that would be of concern to the School District.

Communications:

- After decisions are reached, Trustees are expected to abide by, uphold, and support the final majority decision of the board. Trustees must not undermine the decisions of the Board, even if the Trustee was opposed to a decision.
- Trustees must not discuss the confidential business of the Board outside of a board or committee meeting.

Conflicts of Interest:

- Trustees are expected to adhere to all applicable legislation regarding conflicts of interest, including the *School Act, Part 5, Conflict of Interest*, and to avoid any actual, perceived, or potential conflicts of interest whenever possible.
- Trustees are expected to declare any conflicts of interests to the Board.
- Trustees are expected to be excused from participating in the decision making process if they are involved in a conflict of interest situation which could compromise the integrity of the School District.

Personal Gain:

- Trustees must not use the schools, any part of the school program, or their position as a Trustee, for personal advantage or for the advantage of friends or family.
- Trustees must declare any gifts received by virtue of holding the office of Trustee of the Board of Education.

Trustee Acknowledgment

Upon being elected to a term as a Trustee for the Mission School District, at the Inaugural Board Meeting, Trustees will be asked to commit to this Code of Ethical Conduct.

Date of Original Board Approval: September 2008 (Policy #5)

Date Amended:

Legal Reference: School Act, Part 5, Conflicts of Interest

Cross Reference: Trustee Election Protocol Administrative Procedure

ITEM 5.1 Action

TO: Board of Education
 FROM: Superintendent of Schools
 SUBJECT: Transportation Services – Potential Changes to Busing: 2017-2018

Recommendations:

THAT the Transportation Policy be amended as follows:

- That the walk limits for elementary schools be reduced to 3.2 kilometres;**
- That the walk limits for middle schools be reduced to 4.0 kilometres; and**
- That Courtesy riders be levied a fee of \$400 per student to a maximum of \$600 per family.**

THAT Staff be directed to develop a procedure to ensure that all students register in order to ride the bus. The process should include a warning that students not registered for bus service as directed will not be transported, and that after two such warnings, students will not be picked up and transported to school until registered.

That Staff be directed to develop a process to provide complementary service for students within the walk limits that are at risk or vulnerable or that do not have a safe walk route to school.

Summary:

The April 18th Committee of the Whole discussed busing services for the 2017/2018 school year. The discussion included implementing fees for courtesy riders, and at the same time, adjusting the walk limits for students. Considering this discussion, this report recommends busing fees be implemented for courtesy riders, and walk limits be reduced for elementary and middle school students.

Background:

Staff has been reviewing busing options for the 2017/2018 school year, with the intent of providing notice to parents in May. In 2016, the Province provided additional funding to school district's if they eliminated fees for eligible students being bused to their catchment or local school. Mission Public Schools eliminated all bus fees, which resulted in many courtesy riders catching buses. Most other school districts are charging for courtesy riders. Courtesy riders are student riders that are within the walk limits to attend their catchment school, or attending a school or program of choice.

A few other school districts reduced the walk limits for children attending their catchment school. The following summary is provided for consideration.

<u>Walk Limits</u>	Elementary	Middle	High	Courtesy Rider Fee
Mission	4.0	4.8	4.8	\$ -
Chilliwack	3.0	4.0	4.0	\$ 250
Abbotsford	3.2	3.2	4.0	\$ 400 (\$600/family max)
	K – 3	4 – 12		
Maple Ridge	4.0	4.8		\$ 315

Considering the above information, staff explored options for implementing fees for courtesy riders, and reducing walk limits. The school impacted the most with a walk limit reduction and busing is Heritage Park Middle School (“HPMS”).

Analysis and Impact:

The initial intent of busing to HPMS was to accommodate Grade 7 students being moved into middle school and specifically for students living west of Wren Street. As no policy was developed regarding this intent and with free busing, ridership has dramatically increased to the point that a second bus was added. The second bus is a decommissioned bus which according to the Ministry, is not to be used for a regular bus route. It is only to be used as a spare and for field trips.

Currently there are 119 students bused to and from HPMS ranging from 1.3 – 4.6 kms. If walk limits were lowered to 4.0 kms and are based on current numbers, 50 students would be bused to and from HPMS, in addition to 21 students from Cedar Valley/Fraser Crescent for a total of 71 students. 48 students currently riding would no longer be eligible for busing to HPMS.

<i>Total students by category:</i>	Current Walk limit	Revised Walk limit
Regular		
• Special Needs	32	32
• District Placement	6	6
• Eligible Riders	<u>707</u>	<u>757</u>
	745	795
Complementary		
• Eligible (inside walk limits - unsafe route)	203	203
• Housing Location	<u>41</u>	<u>41</u>
	244	244
Courtesy		
• Cross Boundary	55	55
• School of Choice	28	28
• Program of Choice	24	24
• Within walk limits	<u>124</u>	<u>26</u>
	<u>231</u>	<u>133</u>
	<u>1,220</u>	<u>1,172</u>

With the second bus for HPMS being eliminated, the courtesy riders will be reduced by at least 48 students due to the elimination of the second bus for HPMS. If all remaining courtesy riders paid the \$400 fee and continued to ride the bus, the District would generate approximately \$50,000 in revenue.

HPMS reports concerns relating to a number of students with challenges getting to school due to mobility, socio-economic, or traumatic issues. The Principal recommends continuing the complementary route to support the success of these students.

École Mission Central would see a negative impact to a number of students if this transportation was removed, especially for primary students. There is also evidence from a group of students with very specific challenges that without the transportation they would not attend regularly. The Principal believes that discontinuing this complementary service would result in, at the least, reduced attendance by these vulnerable students.

Manifest

It is imperative students be registered to ride on the bus. If students are not registered, and the manifest is incorrect at a compliance check, the driver is liable. Parents have been informed there is no bus available, yet some still send their children to the bus stop which then takes the seat of an eligible rider.

When the bus is over-full due to unregistered/ineligible riders, we have to leave eligible riders at their bus stop while re-routing other buses to pick them up. This causes students to be late for school and the office having to deal with unhappy parents over the situation.

Staff is seeking Board support to enforce the registration requirement, and if necessary, to leave a child at the bus stop if they have not registered.

Safe Routes

Current 'safe walk paths' are established through the Transportation Department when creating Bus Routes, at the discretion of the Transportation Manager.

Strategic Priority:

The Board's Strategic Priorities encourages public participation in the decision making process. If more public engagement or input is desired, the decision should be delayed.

Policy, Regulation, Legislation:

The Ministry provided additional funding to support enhanced transportation services. The additional funding required the elimination of busing fees for catchment schools. The policy would allow Mission Public Schools to levy fees for courtesy riders.

Public Consultation:

The issue was discussed at the April 18th Committee of the Whole meeting. Information was sent to parents, and put on the mpsd.ca website advising what was being considered.

Implementation:

The Transportation Department is currently accepting registrations for busing for the 2017/2018 school year. Those students that are courtesy riders are being tracked separately in order to make the changes, depending on the Board decision.

Board of Education Meeting (Public)

May 23, 2017



ITEM 5.2 Action

TO: Board of Education
FROM: Committee of the Whole
SUBJECT: 2017/2018 Annual Facility Grant Expenditure Plan

Recommendation:

THAT the draft Annual Facility Grant Expenditure Plan for 2017/2018 be approved and forwarded to the Ministry of Education's Planning Officer.

Summary:

The Ministry of Education will provide an Annual Facility Grant ("AFG") allocation of \$110.496 million in 2016/17 to fund maintenance and repairs of capital infrastructure in school districts. This year, the funding will be made up of \$23.496 million from the Ministry's operating budget and \$87.0 million from Government's capital funding allocation.

Background:

Annual Facility Grants are paid to Boards of Education. Each Board is encouraged to develop a long-term maintenance plan that articulates a Board's strategy in regard to maintaining or improving the condition of facilities within its inventory of capital assets.

Analysis and Impact:

This annual grant helps maintain and improve capital assets. With aging buildings and grounds, this resource is a key element in sustainability.

Strategic Priority:

The long-term maintenance plan supports the School District's strategic plan for the development of optimal use of assets and resources ensuring assets are readily available to support student learning.

Policy, Regulation, Legislation:

Section 1 (1) of the *School Act* provides definitions of annual facility grant, annual facility expenditure and annual facility project. The amount of a Board's annual facility grant is calculated by the Ministry of Education using a formula based on student enrolment and average of age of facilities, with an adjustment made for unique geographic factors. There are 12 categories of eligible annual facility grant expenditures.

Public Consultation:

At the end of each school year, Boards of Education must report on actual Annual Facility Grant expenditures as part of their audited financial statements. The Ministry may request further details with respect to annual facility projects and annual facility expenditures for a given school year.

Implementation:

Each School District is required to submit an AFG Expenditure Plan for 2017/18 to their district's Ministry Planning Officer following Board approval.

Attachments:

- A. Annual Facility Grant Policy**
- B. Ministry of Education Correspondence: April 7, 2017**
- C. 2017/2018 Expenditure Plan April 1, 2017 – March 31, 2018**

Annual Facility Grant

Issued May 31, 2002

Revised December 7, 2012

Status

Current Policy

Policy statement

The Annual Facility Grant is intended for annual facility projects required to maintain facility assets through their anticipated economic life and to prevent premature deterioration of these assets.

Rationale or purpose of policy

The Annual Facility Grant was originally introduced as the 'Facilities Shareable Capital Allowance' in the 1988/89 school year. In recognition of the need for routine maintenance of school facilities, especially regarding roofs, this allowance was provided as part of school boards' operating budgets as a supplementary funding source for projects regularly required to extend the life of existing facilities.

Previously, these types of minor projects were funded only through the Ministry's capital envelope, and therefore subject to competing priorities for available provincial funding for the purpose of maintaining property eligible for capital funding support.

Authority

Section 1 (1) of the [School Act \(PDF\)](#) provides definitions of annual facility grant, annual facility expenditure, and annual facility project.

Section 115.1 of the [School Act \(PDF\)](#) provides the Minister with the authority to make annual facility grants to school boards.

Section 141 (1) of the [School Act \(PDF\)](#) provides school boards with the authority to spend money on annual facility projects.

Policy in full

The amount of a board of education's annual facility grant will be calculated by the Ministry of Education using a formula based on student enrolment and average age of facilities, with an adjustment made for unique geographic factors.

A board of education may expend its annual facility grant for the purpose of:

- upgrading or replacing existing facility components throughout the expected economic life of an existing capital asset;
- enhancing the service potential of an existing capital asset or a component of an existing capital asset by correcting deficiencies in design or construction, and unsafe conditions;
- significantly lowering the associated operating costs of an existing capital asset; or
- extending the life of an existing capital asset or a component of an existing capital asset beyond its original life expectancy.

A board of education is responsible for managing its annual facility grant funds to enable any emergent health and safety expenditures to be addressed within a fiscal year.

There are 12 categories of eligible annual facility grant expenditures:

- **Roof Replacements** (including scheduled roof replacements and major roof repairs)

- **Mechanical System Upgrades** (improvements, replacements or provision of heating, ventilation, air conditioning or plumbing systems)
- **Electrical System Upgrades** (improvements or replacements of power supply and distribution systems)
- **Facility Upgrades** (improvements to protect the fabric of the plant, including exterior painting, window and door replacement, building envelope repair and replacement, structural and nonstructural seismic mitigation)
- **Loss Prevention Projects** (improvements, replacements or provision of fire protection system)
- **Functional Improvements** (improvements of school facilities related to the provision of educational programming)
- **Technology Infrastructure Upgrades** (improvements to accommodate computer and telecommunications networks)
- **Site Upgrades** (site improvements including positive site drainage; repairs to sidewalks, parking lots, site access/egress, paved work areas, paved play areas, and play fields; repairs, upgrading or replacement of playground equipment; perimeter safety fencing; contaminated soil remediation; underground storage tanks removal)
- **Disabled Access** (improvements related to access for persons with physical disabilities)
- **Asbestos Abatement**
- **Health and Safety Upgrades** (improvements related to indoor air quality, , traffic safety, and non-structural upgrades)
- **Site Servicing** (improvements, replacements or provision of sewer, drainage or water services; underground irrigation systems).

Expenditures for annual facility projects may include any associated consultant fees.

Examples of ineligible use of annual facility grants include:

- building expansions resulting in increases to gross facility area or nominal capacity
- building acquisitions
- site acquisitions
- acquisition of equipment, furnishings, personal computers and peripherals, servers, or vehicles and their accessories.

Procedures related to policy

The Annual Facility Grant (AFG) is a grant paid to Boards of Education. This grant should be placed in the annual facility grant special purpose fund.

Each board of education is encouraged to develop a long-term maintenance plan that articulates a board of education's strategy with regard to maintaining or improving the condition of facilities within its inventory of capital assets. Each board should coordinate its AFG expenditures with its regular operations and maintenance activities, local capital expenditures and any major capital replacement or rejuvenation projects.

To comply with Treasury Board direction, each school district must annually provide the Ministry with an AFG project and spending plan prior to the allocation of AFG funding. Specifically, each school district's plan will include a list of AFG projects and expenditures expected to be undertaken during the fiscal year (April 1st to March 31st).

Each school district will be granted a single Certificate of Approval (COA) for the capital allocation needed to complete the planned AFG projects. A standard capital bylaw will be required prior to the issue of the COA. In accordance with Provincial Treasury policy, draws against the COA cannot occur until capital project expenditures have been made.

At the end of each school year, boards of education must report on actual AFG expenditures as part of their audited financial statements. The Ministry may request further details with respect to annual facility projects and annual facility expenditures for a given school year.



April 7, 2017

VIA EMAIL
Ref: 193811

To: All Secretary-Treasurers
All School Districts

Re: 2017/18 Annual Facility Grant

The Ministry of Education will provide an Annual Facility Grant (AFG) allocation of \$110.496 million in 2016/17 to fund maintenance and repairs of capital infrastructure in school districts. This year, the AFG funding allocation will be made up of \$23.496 million from the Ministry's operating budget and \$87.0 million from Government's capital funding allocation. (Please see attached 2016/17 Annual Facility Grant Allocation table.)

In 2017/18, \$2.0 million will again be allotted from the operating portion of the AFG funding allocation to support Capital Asset Management Services (CAMS). School districts are expected to utilize the facility condition assessment information for their facilities in the CAMS database to help guide their AFG spending decisions.

Each school district must provide the Ministry with an AFG Expenditure Plan for 2017/18, using the AFG template provided.

The template requires all work using AFG funds planned between April 1, 2017, and March 31, 2018, to be identified by facility. (Please note that work using any AFG funds carried over from 2016/17 should not be included in the AFG Expenditure Plan for 2017/18.) School districts must now include more specific CAMS VFA database information, as appropriate for each AFG project. Please refer to the Instructions tab within the attached Expenditure Plan Template for details.

Notably, the Actual Cost column, coloured in blue, is not to be used in the initial submission of the AFG Expenditure Plan. School districts must submit this additional information after March 31, 2017, when the value of completed AFG work for individual facilities is fully known.

This year's net AFG operating allocation of \$21.496 million (\$23.496 million less the CAMS contribution) will be paid to school districts in one installment in July 2016. Each school district will be granted a single Certificate of Approval (COA) for its portion of the \$87.0 million capital allocation. A standard capital bylaw will not be required by the ministry prior to the issue of the COA. In accordance with Provincial Treasury policy, draws against the COA should not occur until capital project expenditures have been made.

.../2

School districts are requested to submit their AFG Expenditure Plan to their planning officer as soon as possible. School districts will receive their COA for AFG as soon as they have submitted the required spending plan. Please contact your planning officer if you have any questions regarding the new AFG Expenditure Plan template.

School districts are encouraged to maximize all AFG spending for capital-related maintenance work that meets the criteria for capitalization and to follow the AFG policy, which can be found at the following link:

<http://www2.gov.bc.ca/gov/topic.page?id=478C400B42B14DCBAC27CBA0E659863F>

Please be reminded that all such planned AFG work must be completed by March 31, 2018, when the COA will expire.

For your reference, the 2017/18 Annual Facility Grant Allocation table is also posted on the Ministry's capital planning website, at:

<http://www2.gov.bc.ca/gov/topic.page?id=DEDC8587EAC34EEB96A41583B7C0BB2D>

Thank you for your attention to the requirements around the allocation and use of AFG funding.

Sincerely,



Ryan Spillett
Executive Director, Capital Delivery

Attachments: 2017-18 AFG Spending Plan Template
2017-18 AFG Allocation

pc: All Superintendents of Schools
All Regional Directors, Capital Management Branch
All Planning Officers, Capital Management Branch

Annual Facilities Grant (AFG) - Expenditure Plan April 1, 2017 - March 31, 2018

Attachment C

District: **75** **Mission**

Name	Email	Phone
Ray Seifert	ray.seifert@mpsd.ca	604-826-7375

Submission Date (YYYY/MM/DD):

Facility Code	Facility Name	Description of Work	Estimated Cost	AFG Category	Comments	CAMS VFA Database				Actual Cost	
						Requirement ID#	New or Replacement	% of System Replaced	New System Quantity		
7575028	Albert McMahon Elementary	Replacing 2 sewage lift pumps	\$ 32,000	Mechanical System Upgrade	New pumps tested & controls proven		Replacement				
7575029	Christine Morrison Elementary	Flooring Replacement - Room 156,135,134,133	\$ 5,000	Facility Upgrade	Carpet tile to be installed in these EA Rooms	REQ-368494	Replacement	9.2			
7575029	SITE - Christine Morrison Elementary	Playing field drainage improvement	\$ 14,674	Site Upgrade	Including play ground area	REQ-368569	Replacement	13			
7575006	Dewdney Elementary	Flooring Replacement - Hallway (ramp + 111)	\$ 5,000	Facility Upgrade	non skid surface on ramp	REQ-365250	Replacement	2.9			
7575006	Dewdney Elementary	Flooring Replacement - Gen Office +Principal	\$ 5,000	Facility Upgrade	carpet to be replaced by vinyl sheet goods	REQ-369253	Replacement	7			
7575006	Dewdney Elementary	HVAC - DDC VAV replacement	\$ 31,000	Mechanical System Upgrade	Version 3	REQ-366399	Replacement	43			
7575006	SITE - Dewdney Elementary	Repaving asphalt play area	\$ 20,000	Site Upgrade	Including drainage improvements	REQ-365186	Replacement	100			
7575015	Edwin S. Richards Elementary	SBS - Roof Area 5	\$ 101,000	Roof Replacement	Including a Slope Package		Replacement	100			
7575015	Edwin S. Richards Elementary	SBS - Roof Area 8	\$ 29,000	Roof Replacement		REQ-368957	Replacement	100			
7575015	Edwin S. Richards Elementary	SBS - Roof Area 2	\$ 19,000	Roof Replacement	Including a Slope Package		Replacement	100			
7575011	Ferndale	Version 3 hardware upgrade	\$ 21,000	Mechanical System Upgrade	V2 - V3 conversion & installation of 16 SATs	REQ-357028	Replacement	35			
7575011	SITE - Ferndale	Paving asphalt access ramp to gym storage	\$ 17,000	Site Upgrade	Light standard to be removed	REQ-365594	Replacement	25			
7575025	Fraserview Learning Centre	Exterior Stucco Repair	\$ 4,000	Facility Upgrade			Replacement	2.6			
7575025	Fraserview Learning Centre	Exterior Painting	\$ 30,000	Facility Upgrade				65			
7575025	SITE - Fraserview Learning Centre	Parking lot paving	\$ 10,000	Site Upgrade	Replacing parking lot asphalt behind the gym	REQ-367831	Replacement	10			
7575001	Hatzic Elementary	Exterior Painting	\$ 40,000	Facility Upgrade	Extensive building prep	REQ-371979	Replacement	100			
7575001	Hatzic Elementary	Exterior Stucco Repair	\$ 10,000	Facility Upgrade		REQ-371978	Replacement	100			
7575022	Hatzic Middle	Suspended ACT Renewal	\$ 156,000	Asbestos Abatement	Remediation and replacement of containing ACT	REQ-368770	Replacement	11			
7575022	Hatzic Middle	Parking lot - Vehicle Markings	\$ 5,000	Site Upgrade							
7575022	Hatzic Middle	Exterior Painting	\$ 15,000	Facility Upgrade	NW walls & canopies	REQ-777137	Replacement				
7575022	Hatzic Middle	Installation of SAT & RHT sensors	\$ 21,000	Mechanical System Upgrade	DDC feedback from reheat & radiation heating coils		New		88		
7575022	Hatzic Middle	Replacing exterior wall packs	\$ 15,000	Electrical System Upgrade	Installing LED fixtures	REQ-354777	Replacement	100			
7575022	Hatzic Middle	Replacing small gym lamping	\$ 3,000	Electrical System Upgrade	Installing LED fixtures	REQ-354768	Replacement	100			
7575022	Hatzic Middle	Installation of new VFD for AHU 5, 6, 7	\$ 12,000	Mechanical System Upgrade			New		6		
7575022	SITE - Hatzic Middle	1 Inground garbage container	\$ 3,000	Site Upgrade	1 Installation		New		1		
7575022	SITE - Hatzic Middle	Re + Re faulty parking lot curbs	\$ 5,000	Site Upgrade	Parking lot barriers to replace curbs	REQ-368365	Replacement	3.4			
7575033	Heritage Park Middle	Replacing under sized refrigeration lines	\$ 34,000	Mechanical System Upgrade	2016/2017 Replaced condensing unit requirement	REQ-362055	Replacement	5			
7575033	Heritage Park Middle	Version 3 hardware upgrade	\$ 90,000	Mechanical System Upgrade	V2 - V3 conversion	REQ-361763	Replacement	21			
7575033	Heritage Park Middle	Rewiring intruder alarm system	\$ 11,000	Facility Upgrade	Existing wiring undersized	REQ-353830	Replacement	8.3	15		
7575007	SITE - Mission Central Elementary	2 Inground garbage containers	\$ 6,000	Site Upgrade	2 installations		New		2		
7575014	Mission Secondary	SBS - Roof Area - MJS 5	\$ 25,000	Roof Replacement		REQ-368293	Replacement	100			
7575014	Mission Secondary	SBS - Roof Area - MJS 1	\$ 32,000	Roof Replacement	Including a Slope Package	REQ-368289	Replacement	100			
7575014	Mission Secondary	SBS - Roof Area - MJS 8	\$ 24,000	Roof Replacement		REQ-368296	Replacement	100			
7575014	Mission Secondary	SBS - Roof Area - MSS 1A	\$ 54,000	Roof Replacement	Including a Slope Package	REQ-346593	Replacement	100			
7575014	Mission Secondary	SBS - Roof Area - MSS 10	\$ 25,000	Roof Replacement		REQ-368284	Replacement	100			
7575014	Mission Secondary	SBS - Roof Area - MJS 4	\$ 108,000	Roof Replacement		REQ-368292	Replacement	100			
7575014	Mission Secondary	Parking Lot - Vehicle Markings	\$ 4,000	Site Upgrade							
7575014	Mission Secondary	Exterior Painting	\$ 11,000	Facility Upgrade	Completion of 1) Courtyard walls						
7575014	Mission Secondary	Breaker replacement	\$ 9,000	Electrical System Upgrade	Ground fault rely & solid state hybrid voltage sensor		Replacement	6.5			
7575014	Mission Secondary	Floor resurfacing	\$ 19,500	Facility Upgrade	Gym B preparation & resurfacing	REQ-372149	Replacement	100			
7575014	SITE - Mission Secondary	Replace asphalt roadway	\$ 35,000	Site Upgrade	From 7th Ave - B Wing	REQ-368354	Replacement	12.6			
7575501	Board Office	Exterior Lighting Control on to DDC System	\$ 3,000	Electrical System Upgrade	Two Exterior Lighting systems to be controlled		New		2		
7575920	Windebank Elementary	Glazed roof openings	\$ 22,000	Facility Upgrade	2 new front entrance sky lights		New		2		
7575920	Windebank Elementary	Rewiring intruder alarm system	\$ 6,000	Facility Upgrade	Existing wiring undersized	REQ-353065	Replacement	17.3			
7575018	West Heights Elementary	Replacing exterior wall packs	\$ 5,000	Electrical System Upgrade	Installing LED fixtures	REQ-351223	Replacement	100			
			Total Estimated Cost	\$ 1,152,174						Total Actual Cost	\$ -
			Total AFG Allocation	\$ 1,152,174						Total AFG Allocation	\$ 1,152,174
			Variance	\$ -						Variance	\$ 1,152,174

Board of Education Meeting (open to the public)

Minutes



6:15 pm Tour – Streamside Outdoor Education Site

Board of Education Meeting

April 25, 2017 6:30 pm

Deroche Elementary School – 10340 N. Deroche Road, Deroche, BC

Members Present:

Acting Chair Tracy Loffler
Trustee Randy Cairns
Trustee Shelley Carter
Trustee Jim Taylor

Staff Present:

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

Absent: Chair Rick McKamey

1. Call to Order

The meeting was called to order at 6:32 pm by the Acting Chairperson. The Chair acknowledged the meeting was being held Sto:lo Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel First Nation, Sq'ewlets First Nation, Kwantlen First Nation, and Matsqui First Nation.

Regrets: Board Chair Rick McKamey

2. Adoption of Agenda

**MOVED and Seconded that the Agenda be approved as presented.
CARRIED**

3. Delegations/Presentations

4. Unfinished Business

Draft Physical Restraint and Seclusion Policy

MOVED and Seconded that the amended draft *Physical Restraint and Seclusion* policy be approved in principle, and that the public feedback process be initiated.

AND THAT any recommended revisions from the public feedback be returned to a future Committee of the Whole meeting for consideration.

CARRIED

Draft Recruitment and Hiring Policy

MOVED and Seconded that the amended draft *Recruitment and Hiring* policy be approved in principle, and that the public feedback process be initiated.

AND THAT any recommended revisions from the public feedback be returned to a future Committee of the Whole meeting for consideration.

CARRIED

5. Staff Reports

Draft IT Strategic Plan 2017 to 2020

MOVED and Seconded that the 2017 to 2020 Information Technology Strategic Plan be approved in principle, and that the public consultation process be initiated.

CARRIED

Field Trip Application: San Diego, USA – J. Pearce, Principal, Mission Secondary School Football Program

Concerns were expressed regarding the relationship between USA and Canada. Complications noted at not only the border but also within the walls of destinations. In the event tensions increase, future travel plans to the USA may be refrained.

MOVED and Seconded that the Field Trip Application submitted by Mission Secondary School for thirty (30) students to travel to San Diego, California, USA, from August 27, 2017 to September 3, 2017, be approved as presented.

CARRIED

Field Trip Application: France & Spain - J. Pearce, Principal, Mission Secondary School Football Program

Questions of political climate were expressed. The Ministry of Education tracks all overseas trips and provides reports to Superintendents.

MOVED and Seconded that the Field Trip Application submitted by Mission Secondary School for thirty-five (35) students to travel to France and Spain from March 16, 2018 to March 26, 2018, be approved as presented pending fundraising abilities.

CARRIED

District of Mission / School District – Draft Joint Use Agreement

The Secretary Treasurer introduced the agreement and the collaborative progress made with the District of Mission. The next step will be to draft an agreement for the use of Heritage Park complex and Clarke Theatre. The daycare will not form any part of that agreement.

Discussion ensued regarding the variation of agreements.

There are tradeoffs and benefits to both parties ensuring elements of risk are covered off.

Both groups are gaining access to facilities that neither could afford to build independently.

MOVED and Seconded that the Draft Joint Use Agreement made between the Mission Public School District and the District of Mission dated May 1, 2017, be approved as presented.

CARRIED

Reporting out from the Closed Meeting

The Superintendent reported on the April 25th Closed Board meeting: Student and Personnel Matters were discussed.

6. New Business

Riverside College

A Riverside report was provided as a handout.

Trustee Taylor introduced the recommendation and requested to amend the motion by making the first sentence the main motion. It is the intent to give Staff a directive.

THAT the Mission Public School District offer a Construction Electrician Program (also referred to as a Construction Electrician Foundation Program) out of Riverside College commencing in the fall of 2017. That this program operate as a Riverside College satellite program housed in a section of the shop wing of Hatzic Middle School.

The Assistant Superintendent exited the meeting at 7:02 pm.

MOVED and Seconded that the motion be amended to read, *THAT the Mission Public School District offer a Construction Electrician Program (also referred to as a Construction Electrician Foundation Program) out of Riverside College commencing in the fall of 2017.*

CARRIED

A friendly amendment was proposed to strike the words, “in the fall of 2017”, replacing them with the words, “if feasible”. The amendment was opposed as it was deemed to change the intent of the motion.

AMENDMENT

MOVED and Seconded that the construction Electrician Program operate as a Riverside College program housed in a suitable site that staff meets ITA standards for the course.

Discussion ensued and friendly amendments proposed.

AMENDMENT

MOVED and Seconded that the Construction Electrician Program operate as a Riverside College program housed in a suitable site that Staff recommends, and that the site meet ITA standards for the program.

CARRIED

Discussion ensued regarding ITA standards, requirements, and site suitability.

The Assistant Superintendent joined the meeting at 7:43 pm.

7. Minutes of Previous Meeting

MOVED and Seconded that the Board of Education meeting minutes of March 28, 2017, be approved as presented.

CARRIED

8. Information Items

Student Transportation – Potential Changes to Busing for 2017/2018

The Secretary Treasurer reported on discussions held at the April 18, 2017, Committee of the Whole meeting. This matter is also scheduled for the May 9th Committee of the Whole meeting. Due to the time sensitive nature, and as the transportation department needs to start registration for 2017/2018 school year, the school district feels an urgency to advise parents immediately. The draft letter attached to the Agenda is presented for feedback.

Question: Has Staff held conversations with public transit?

Response: BC Transit has modified routes to accommodate existing school routes. Mission does not provide student bus passes.

It was further clarified the letter will be sent to all parents/guardians.

2017/2018 Budget Committee of the Whole Meeting Dates

The proposed dates were discussed at the April 18, 2017, Committee of the Whole meeting.

Tuesday, May 9, 2017

1:00 – 6:00 pm

Monday, May 29, 2017 – *Tentative*

3:30 – 6:30 PM

Tuesday, May 30, 2017

1:00 – 6:00 pm

Monday, June 12, 2017- *Tentative*

3:30 – 6:30 pm

Tuesday, June 13, 2017

1:00 – 6:00 pm

The Secretary Treasurer reported that May 9th Budget meeting is a regularly scheduled Committee of the Whole meeting, and will also address the transportation issue and three policies: *Board of Education Responsibilities; Trustee Code of Ethical Conduct Policy; and Respectful Schools and Codes of Conduct.* These policies have undergone the 30 day public feedback consultation process.

District Parent Advisory Council Update

Upcoming event (see Agenda for details):

Calm, Alert & Learning - An Introduction to Self-Regulation Theory, presented by Paula Juczak

*Open to everyone

To register for complementary tickets: <https://goo.gl/19nadl>

Childcare provided.

9. Correspondence

March 31, 2017: School District No. 42 (Maple Ridge-Pitt Meadows) – *FSA Reporting*

April 4, 2017: School District No. 69 (Qualicum) – *\$10 / Day Child Care Plan*

10. Committee Minutes/Liaison Reports

Committee of the Whole Meeting minutes: March 7, 2017

Committee of the Whole Meeting minutes: April 4, 2017

Trustees Reported on:

- Reconciliation Pole Raising - UBC
- Riverside College Open House April 12th
- BC School Trustees' Association Annual General Meeting
- Dewdney Elementary School's Tee Pee Raising April 3rd
- BC School Superintendents' Association - Spring Forum

Minutes



- Fraser Valley BC School Trustees' Association Branch Meeting – Trustee Carter was re-elected as Branch President
- Stave Falls Communications
- W.I.T.S. Program: Walk away, Ignore, Talk It Out, Seek Help
- Honourable Judith Guichon, Lieutenant Governor – Visited Mission Schools
- Siwal Si'wes Meeting

11. Announcements

Special Committee of the Whole Meeting – June 6, 2017

Stave Falls School Site – Public Meeting

When: June 6, 2017

Time: 6:00 pm

Where: Fraserview Learning Centre
32444 – 7th Avenue
Mission, BC

***NOTE:**

Individuals or groups wishing to be placed on the Agenda to make a presentation addressing the Board and Staff can register by emailing Secretary Treasurer, Corien Becker: Corien.Becker@mpsd.ca

12. 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.

Question: Qualicum School District recently passed a motion to support the \$10 / day child care initiative. Would the Board consider a presentation by the \$10 / day representatives? Would the Board endorse it?

Response: It is Staff's understanding that they have already approached the District of Mission. The School District has not received information pertaining to the matter.

13. Adjournment

**MOVED and seconded that the meeting adjourn at 8:13 pm.
CARRIED**

Chairperson

Secretary Treasurer

DPAC Meeting, April 24th 2017
Location: Hatzic Elementary School

Meeting commenced at 7:03 PM – Welcome!

Introduction of Hatzic Elementary by Beth-Anne Cullen, Principal.

Attendees Present: (see far bottom)

Correspondence: BC Teacher Magazine, Bank Statement, Agenda for School Board Meeting, Committee of the Whole Agenda

Adoption of Minutes: Laura motioned; Michelle seconded; Vote: Unanimous approval.

Request to add presentation by student from MSS - added to agenda.

Adoption of Agenda: Lori motioned; Clare seconded; Vote: Unanimous Approval.

Student presentation: by honours student from MSS: Would like to see Equal recognition for academic awards and sports to be given out for the high school students once again, like Heritage Park once did when it was a High School.

- Important for students to be recognized, but currently there are only paper certificates and i.e. ‘principals list’ is given out during report cards, at the class level.
- Considers this to be an impact on students' drive to work harder (why bother?, no one notices, etc.)
- Currently MSS has awards for ‘In-Class Awards’, however considers this to be too general, as one class may have more honour students so a student with 95% below a 97% student may not get recognized in one class, however a student with 85% will be recognized in the other class.
- Student in question has already brought the issue to the Principal, with no feedback.
- Concerns that there may be more focus on sports and not enough on art + academics
- Parents and students did not pick the amalgamation of high schools, why are the students being punished for it?
- Recognition by an attendee that while we do not have awards at the high school there is a principals list and AP classes which were not available before.
- Angus: Schools do not have to provide awards and ceremonies, but when they do they should be balanced.
- At this time the major issue is that there are many more bodies to recognize, unable to organize the awards and not enough volunteers to make this happen.
- Angus will talk to the principal of MSS and see what can be done as those students + Parents from Heritage are feeling burnt.

Superintendent’s Report:

- Lieutenant Governor visited for a tour that ended at Fraserview/Summit Learning
- Working with Architects at MSS - 5 portables are going in near the baseball diamond
- 2 new from last year are joining them
- \$0 is available but there is talk of a plan for a new building for MSS.
- At this time staffing is being worked on
- BCSTA meeting – 1/3 of motions had to do with Aboriginal education

Chair Report:

- Stave Falls Discussion on June 6th 2017 at the COTW meeting at Fraserview at 6:30 pm.
- Cyndi has done some follow up on the Stave Falls issue, but the truth is someone with more time would be able to gather even more information. So if you are willing to help out, please let

me know.

- Cyndi sought clarification about the format of the meeting and passed this information along to the SFCA. The SFCA has asked for (and been given) 10 minutes' time on our May 29th agenda to update you all on their efforts. There also will be time for up to 20 minutes of discussion.

Treasurer's report:

- Nothing spent: Chequing: \$1747.95, Gaming: \$4890.33; Budgeted \$2000 for May event

Communications Report:

- Event on May 3rd (See below for details)

Committee of the Whole Report: (Split between Cyndi + Laura)

Laura (April 4th):

- Draft on physical restraint and seclusion policy going to the Board for approval – public feedback is open May 2017 – see mpsd.ca for the policy
- Recruitment and Hiring policy – also in public feedback (May 2017) on website
- Draft IT Strategic Plan 2017 to 2020 - Technology Infrastructure must be dealt with before other gains can be made - \$\$\$ needed to change; goal to identify gaps and opportunities for the use of technology in a sustainable and long term manner to better support the delivery of educational programs and business processes in the District.
- Curriculum update New Report cards for Middle Schools

Cyndi (April 18th):

- With new class sizes coming in there will most definitely be an addition of 22 – 23 elementary school classes (approx \$2.2 million in teachers) in Mission.
- A new joint use agreement between MPSD and DOM has been signed with regards to user groups in schools after hours.
- There will be a special COTW meeting held to address the Stave Falls Community Association's request for MPSD to re-open Stave Falls Elementary School.
- Busing: With the elimination of busing fees, more students started riding the bus. We do not have enough buses, so measures need to be taken to reduce ridership of courtesy riders, (for which we are allowed to charge fees). The Board is gathering information to determine what is the best way to solve the issue and this will be brought to a future Board meeting for a vote. There are currently 124 courtesy riders in MPSD.
- Two field trips were approved in principle.

Ongoing Items:

- Parent Education Event at the Clarke Theatre May 3rd, 2017 at 7:00PM “Calm, Alert & Learning: An Introduction to Self-Regulation Theory” with Speaker Paula Jurczak of the MEHRIT Centre. Over 100 people have pre-registered.
- Should we tentatively book Gabor Mate for Oct? Yes.
- Sheneal looking at Clarke /Gabor availability for tentative date to have a Fall presentation.

New Business:

- Student Safety - There is some responsibility for the school to protect a child until they get to their home. Any and all issues must be reported to the students school to ensure that the student will be safe. Even incidents outside of school grounds/ time can warrant school suspension if it could impact student safety. Any issue that a student has at one school is kept in records and referenced if a new issue arises. Districts respect other districts disciplining of a student to ensure student body safety as a whole. Suspended students still have a right to an education.

- Draw prize awarded

Meeting adjourned: 9:05 PM

Upcoming events:

Parent Education Event at the Clarke Theatre May 3rd, 2017 at 7:00PM “Calm, Alert & Learning: An Introduction to Self-Regulation Theory” with Speaker Paula Jurczak of the MEHRIT Centre.

School Board Meeting: 3:30PM April 25th, 2017 at Deroche Elementary School

Next DPAC Meeting: 7:00PM May 29th, 2017 at Silverdale Elementary School

Contact us at: DPAC@mpsd.ca Web site: dpac.mpsd.ca.

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:

ESR: Sheneal Anthony, Raymond Kwong; Heritage Park: Karah McLean; Hatzic Elementary: Katy Brookes; Hillside: Cyndi Polovina, Riverside: Laura Wilson; Windebank: Michelle Masse; Albert McMahon: Niki Rosche; MSS: Clare Seeley, Margo Huppee, Lori McComish; West Heights: Elisa Williams; Mission Central: Trisha Hansen-Bell; Christine Morrison: Karen Thompson; Beth-Anne Cullen, Principal of Hatzic Elementary; Superintendent Angus Wilson.

ITEM 9 Information

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

Attachments:

- 9.1 April 27, 2017: Ministry of Education – *Education Resource Acquisition Consortium (ERAC)*
- 9.2 April 13, 2017: School District No. 23 (Central Okanagan) – *Approval of Memorandum of Agreement*
- 9.3 April 26, 2017: School District No. 42 (Maple Ridge-Pitt Meadows) – *Child & Mental Health*



April 27, 2017

Via EMAIL
194087

To: Secretary Treasurers and Superintendents, ALL Districts

Dear Colleagues,

You may have received a communication from the Educational Resource Acquisition Consortium (ERAC) regarding some joint work that is just being initiated between the ERAC and the BC Education Marketplace (BCEM). I am pleased to take this opportunity to clarify the purpose and scope of the work that is happening at this point in time. In the 2015/16 Service Delivery Project Annual Report, the Service Delivery Project Steering Committee made a recommendation to integrate ERAC and BCEM into a single service provider, starting with the implementation of joint projects to demonstrate how the two organizations can collaboratively meet school districts' needs by coordinating the key functions of each organization (i.e. procurement expertise/support by BCEM and educational resource assessment/training by ERAC). Considering the recommendations that the Service Delivery Project Steering Committee has put forward, and recognizing that both organizations provide important services to the sector, the Service Delivery Project team is working collaboratively with the boards of both organizations to ensure that services to school districts continue to be provided in the most efficient and effective way.

To this end, planning is just getting started to carry out a review of these two organizations in order to identify potential options moving forward. In consultation with the boards of both organizations, preliminary work has been completed towards identifying each organization's key functions; areas of overlap; successes; challenges; risks; and potential models of integration of services (where feasible). Results of this initial phase of work are expected by the fall of 2017, and will be shared broadly across the sector. The Service Delivery team, and both organizations, will continue to keep you apprised of progress through our regular communications/newsletters.

Thanks for your time.

Kim Abbott
Executive Director

cc: Board Chairs

**BOARD OF EDUCATION****SCHOOL DISTRICT No. 23**

(CENTRAL OKANAGAN)

1940 Underhill Street, Kelowna, B.C. V1X 5X7

Tel. (250) 860-8888 Fax (250) 860-9799

Website: www.sd23.bc.ca

"Together We Learn"

April 13, 2017

Mr. Dave Byng
Deputy Minister
Ministry of Education
PO Box 9179, Stn. Prov. Govt.
Victoria, BC V8W 9H8

Dear Deputy Minister Byng:

RE: Approval of Memorandum of Agreement on March 10, 2017

The Central Okanagan Board of Education remains concerned with the Labour Relations process that is occurring in education. On March 10, 2017, the BC Public School Employers' Association (BCPSEA) Trustee representatives were brought to a meeting in Richmond to be informed that the BCPSEA Board approved the Memorandum of Agreement arising from the Supreme Court of Canada Decision. Boards of Education did not have the opportunity to ratify this agreement nor were the Trustee representatives even polled for an indication of support. Yet other parties to the agreement went through a ratification process before accepting the agreement. As well, it is our understanding that the BCPSEA Administrator was not present at the meeting in Richmond to discuss the agreement with the Trustees.

The status of the BCPSEA's Board needs to change before the sector begins active bargaining for the next Teachers' Collective Agreement. The Board is requesting that immediately after the Provincial Election, the current BCPSEA Board Administrator be removed and the previous Board structure be reinstated so that member Boards can again elect Trustee representatives to sit on the BCPSEA Board and be an active participant in the bargaining process.

.../2

Board of Education - Trustees

Moyra Baxter
Christopher L. Gorman

Deb Butler
Lee Mossman

Rolli Cacchioni
Lee-Ann Tiede

Julia Fraser

Thank you for your consideration of this request.

Yours sincerely,

A handwritten signature in black ink that reads "Moyra Baxter". The signature is written in a cursive, flowing style.

Moyra Baxter
Board Chair

copy: Central Okanagan Board of Education Trustees
Mr. Michael Marchbank, Public Administrator, BCPSEA
All Boards of Education c/o BCSTA

April 26, 2017

Honourable Jane Philpott
Federal Minister of Health
Government of Canada
6060 Main Street
Stouffville, Ontario, L4A 1B8

Dear Minister Philpott,

Re: Request For Additional Provincial Funding For Child And Youth Mental Health Services

At the April 12, 2017 School District No. 42 Board of Education meeting trustees discussed a letter sent to your office by our colleagues in School District No. 5 (Southeast Kootenay) and circulated to all other BC Boards of Education. Our Board is unanimous in supporting their request for further resources to address what has become a critical gap in services for our youth.

To illustrate how great the need is in our own community of 104,000 an ad hoc committee of local professionals and non profit agencies have come together to address at least some of the lack of available resources. A youth wellness centre staffed with a psychiatrist one day per week has been located in a local youth recreation centre to meet a portion of the current backlog. Previous wait times for youth being referred by school counsellors and others were frequently several months in duration; definitely not appropriate for a young person in crisis. The centre has been established and operated entirely through local fundraising and only recently received a one time grant of \$30,000 from the provincial government. This was an appreciated gesture to be sure but not a commitment to provide an important and needed service through our health care system on an ongoing basis.

Well over 150 young people have been referred to the centre since it opened in May of 2016 and now it too is experiencing backlogs. This situation simply isn't good enough. Citizens should not have to raise funds through donations and fundraising dinners to provide a service which should be provided through our health care system. Our youth shouldn't have to face such a lack of service that the community around them have felt compelled to take matters into their own hands. The intent of the group is to respond to some of the unmet needs of our youth and demonstrate as clearly as possible to government how critical the need is. If the project receives no more substantive support from government eventually the centre will have to be closed. At that point the level of frustration experienced by citizens in our community will be significant. More importantly the youth currently being served will be left out in the cold. None of us wish to be responsible for the consequences of that neglect.

Recently we heard from several of our school counsellors who continually decry the lack of community support services and the load they are being asked to address with limited resources and training in mental health intervention therapies. They spoke to us of their own feelings of guilt at being unable to address all of the critical needs they face with very limited community resources available to help. Since they are often the point of first contact for a young person in crisis they need to be able to make referrals to agencies in the community who can provide the kind of quick and intense response which is often required. Our counsellors are currently feeling quite alone in this challenge and referenced a recent series of articles published in The Province which highlighted the lack of required resources in British Columbia:

<http://www.theprovince.com/news/local+news/youth+depression+crucial+intervene+early/13303184/story.html>

We are in complete agreement with the recommendations of the bi partisan select standing committee on children and youth to which the SD5 board refers and wish to add our own voice to their expression of the immediate need to make a greater investment in the mental wellness of the young people living in our community, province and country. Please give every consideration to addressing this urgent need in collaboration with the provincial health authorities.

We will be sharing this correspondence with the provincial government once the current election is over and look forward to your collaborative response.

Sincerely,



Mike Murray, Chairperson
Board of Education

cc
Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows)
Mr. Dan Ruimy, MP (Maple Ridge-Pitt Meadows)
District Parent Advisory Council
District Student Advisory Council
Maple Ridge Pitt Meadows Community Services – Youth Wellness Centre Committee
Maple Ridge Teachers' Association
CUPE Local 703
Board of Education of School District No. 5 (Southeast Kootenay)
BC School Trustees' Association
BC School Trustees' Association for distribution to All Boards of Education
Mr. Doug Bing (Liberal Candidate – Maple Ridge-Pitt Meadows)
Mr. Marc Dalton (Liberal Candidate – Maple Ridge-Mission)
Ms. Lisa Beare (NDP Candidate – Maple Ridge-Pitt Meadows)
Mr. Bob D'Eith (NDP Candidate – Maple Ridge-Mission)
Mr. Peter Tam (Green Party Candidate – Maple Ridge-Mission)
Mr. Alex Pope (Green Party Candidate – Maple Ridge-Pitt Meadows)
Mr. Steve Ranta (Independent Candidate – Maple Ridge-Pitt Meadows)
Mr. Trevor Hamilton (Conservative Candidate – Maple Ridge-Mission)
Mr. Gary John O'Driscoll, (Conservative Candidate – Maple Ridge-Pitt Meadows)

Committee of the Whole Meeting (open to the public)

Minutes



Committee of the Whole Meeting
April 18, 2017 3:30 pm
District Education Office, 33046 – 4th Avenue, Mission, BC

Members Present:

Acting Chair Tracy Loffler
 Trustee Randy Cairns
 Trustee Shelley Carter
 Trustee Jim Taylor

Staff Present:

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

Absent:

Board Chair Rick McKamey

Partner Groups Present:

CUPE: George Forsythe
 DPAC: Cyndi Polovina
 MTU: Amber Chung, Anna Heavenor

Guests:

Danny Jakobs, Teacher, Mission Secondary School
 Tom Nguyen, Vice-Principal, Mission Secondary School

1. CALL TO ORDER

The meeting was called to order at 3:34 pm by the Acting Chairperson. The Chair acknowledged the meeting was being held on Stó:lō Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel, Sq'ewlets, Kwantlen, and Matsqui First Nations.

2. Adoption of Agenda

One Deletion; two Additions:

- 5.2 – Addition: District of Mission / School District – Draft Joint Use Agreement
- 6.2 – Deletion: Riverside College
- 6.2 – Addition: Field Trip Application: France and Spain – Danny Jakobs and Tom Nguyen

MOVED and Seconded that the Agenda be adopted as amended.

CARRIED

3. Delegations/Presentations

4. Unfinished Business

4.1 Transportation Services

The Superintendent provided background on last September's Ministry changes to bus fees and referred to the *Discussion Points* at the back of the handout provided by the Secretary Treasurer.

Ridership increases result from:

- Cancellation of bus fees in September;
- Entitlement of ridership has increased;
- Busing students that are within walking distance;

- School reconfiguration two years ago, students who previously attended MSS are now attending HPMS.

Some districts have reduced walk limits to 4.0 kms. SD75's is 4.8 kms.

Discussion ensued around pocket areas of the community and public transit.

Staff is seeking direction regarding rider fees for courtesy riders. Staff will review the reduction of walk limits from 4.8 to 4.0 kms to offset the impact of the removal of user fees. Any changes impacting families will trigger notification to families in May.

*The District cannot charge fees for students outside of walk limits attending catchment schools. Most of the impact will affect cross boundary, schools and programs of choice students.

Risks of remaining status quo: safety, manifests, and CVSE legislation.

Reordering of Agenda: *For the sake of time, the committee agreed to move to Items 6.1 and 6.2 next.

6. New Business

- 6.1 Field Trip Application: San Diego, USA – Danny Jakobs, Educator and Coach, Mission Secondary School Football Program

Danny Jakobs presented the field trip highlighting events of the trip.

It was agreed safety planning is prudent not just in the airport but also in and around areas of stay.

MOVED and Seconded that the Field Trip Application be reviewed and forwarded by the Committee of the Whole to the April 25, 2017 Public Board meeting for approval.

CARRIED

- 6.2 Field Trip Application: France and Spain – Danny Jakobs, Educator and Tom Nguyen, Vice-Principal, Mission Secondary School

MOVED and Seconded that the Field Trip Application be reviewed and forwarded by the Committee of the Whole to the April 25, 2017 Public Board meeting for approval in principle.

CARRIED

5. Staff Reports

- 5.1 Staffing Update

The Superintendent provided an update on staffing levels. Senior teams will be visiting schools to ensure classrooms are suitable for use prior to staff signing off on classroom size/composition. Moving forward, staff will have a better determination of staffing needs next week.

Earlier budget discussions included a review of the Occupational Health and Safety position. Crystal Ozaraci, HR Coordinator, CUPE, will be working solely for the benefit of OH&S/ Employee wellness. Backfilling her duties for approximately six (6) months will be the Board's Executive Assistant, Tracy Orobko.

Question was asked about closed schools and if the Ministry will look at those for use.

Response: It has been the Ministry's philosophy that it is more efficient to keep schools open vs. opening new schools. There is more interest in maintaining existing schools adding to resources rather than locating new resources.

5.2 District of Mission / School District – Draft Joint Use Agreement

The Secretary Treasurer reported on the negotiation of a draft Joint Use Agreement with the District of Mission and provided highlights:

- Five (5) year term with a carry-forward clause;
- District of Mission will retain the bookings of facilities;
- District of Mission will retain a 15% administration fee (School District retains 85% revenue);

A full report will be presented to the Board at the April 25th Public Board meeting with a copy of the agreement forming the Agenda.

The agreement is separate and apart from the Heritage Park Complex/Clarke Theatre agreement.

6. Minutes of Previous Meetings

MOVED and Seconded that the Committee of the Whole Meeting Minutes dated April 4, 2017 be approved as presented.

CARRIED

7. Information Items

8.1 Notice of Special Committee of the Whole Meeting

The Superintendent provided a summary of the event. Staff will be providing information to the Board. Other organizations, groups and individuals are welcome to be added to the Agenda. This is an exploratory conversation meeting. Staff is viewing this as an open process. Not to suggest one action over another.

Date: June 6, 2016

Time: 6:00 pm

Location: Fraserview Learning Centre

It was proposed action be made to enact a plan to keep speakers on time.

8.2 March 2012 – 2017 Enrolment Charts

Presented for information.

7.3 Special Committee of the Whole Meeting Dates – Budget

A review of proposed dates was conducted as there are conflicts with calendars. Mondays are challenging however, Tuesdays seemed best for all groups. It was agreed, the earlier the start time, the better.

It was agreed to cancel Monday, May 8th.

May 9: 1:00 pm start – *This meeting will be limited information and will focus primarily on staffing.*

7.4 Curriculum Update – Standing Item

The Assistant Superintendent reported that a team of teachers and admin. attended a full day in-service in Chilliwack last week who is piloting a numeracy assessment program. School Districts were represented from BC and other provinces.

Minutes



8.5 District Parent Advisory Council

Calm, Alert and Learning – An Introduction to Self-Regulation Theory.

Date: May 3, 2017

Time: 7:00 pm

Where: Clarke Theatre

*This event is open to everyone and would be beneficial for educators. Free childcare is available.

8. **Adjournment**

Moved and seconded to adjourn the meeting.

CARRIED

The meeting adjourned at 5:26 pm.

A handwritten signature in cursive script, appearing to read "S. Allen", written above a horizontal line.

Chairperson

A handwritten signature in cursive script, appearing to read "A.B.", written above a horizontal line.

Secretary Treasurer

Committee of the Whole Meeting (open to the public)

Minutes

**Committee of the Whole Meeting**

May 9, 2017 1:00 pm

District Education Office, 33046 – 4th Avenue, Mission, BC**Members Present:**

Acting Chair Tracy Loffler
 Board Chair Rick McKamey
 Trustee Randy Cairns
 Trustee Shelley Carter
 Trustee Jim Taylor

Staff Present:

Superintendent Angus Wilson
 Secretary Treasurer Corien Becker
 Assistant Superintendent Larry Jepsen
 Director, Student Services,Carolynn Schmor
 Director, Technology and Innovation, Colleen Hannah
 District Principal, Joe Heslip
 Assistant Secretary Treasurer, Derek Welsh

Absent:

Executive Assistant Tracy Orobko

Partner Groups Present:

CUPE: George Forsythe, Faye Howell
 DPAC: Cyndi Polovina, Laura Wilson
 MTU: Amber Chung, Anna Heavenor

1. CALL TO ORDER

The meeting was called to order at 1:02 pm by the Acting Chairperson. The Chair acknowledged the meeting was being held on Stó:lō Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel, Sq'èwlets, Kwantlen, and Matsqui First Nations.

2. Adoption of Agenda

**MOVED and Seconded that the Agenda be adopted as presented.
 CARRIED**

3. Delegations/Presentations**4. Unfinished Business****4.1 Draft Board of Education Responsibilities Policy**

The Secretary Treasurer advised that no further comments were received.

MOVED and Seconded that the *Board of Education Responsibilities* policy be forwarded to the May 23, 2017 Board meeting for approval.

CARRIED

4.2 Draft Trustee Code of Ethical Conduct Policy

The Secretary Treasurer advised that no further comments were received.

The Committee noted that the previously approved amendments were not included in the draft policy.

Behaviour amend: Trustees will endeavor to work cooperatively...

Decision Making delete: Trustees will vote with honest conviction....

MOVED and Seconded that the *Trustee Code of Ethical Conduct* policy as amended be forwarded to the May 23, 2017 Board meeting for approval.

CARRIED

4.3 Draft Respectful Schools and Codes of Conduct Policy

The Secretary Treasurer advised that the procedures for the revised policy have not yet been completed, and as such, recommended that the *Respectful Schools and Codes of Conduct* policy be referred back to staff to be presented to the Board once the procedures related to the amended policy are drafted. The Secretary Treasurer advised that the report would be presented to the Committee in the 2017/2018 school year.

5. Staff Reports

5.1 Student Transportation – Potential changes to Busing: 2017/18

The Committee considered the proposed changes to the Transportation Policy, discussing the fee for courtesy riders, and the walk limits for schools.

The Committee discussed:

- The need for a procedure/process for students that do not register as required to be warned to register, and eventually refused service if they fail to register after repeated warnings;
- The need for a process to provide complementary service for vulnerable students;
- Reducing the elementary walk limits, requesting information on the cost impact of reducing the walk limits to 3 (or 3.2 or 3.5 km);
- That the policy include the provision for a safe route to school, and if no safe route is available and students are within the walk limits, they be provided complementary service;
- Charging more than the \$200 previously charged for busing as providing busing for courtesy riders is a convenience not a necessity. The \$400 fee was preferred and that it be capped per family (similar to the Abbotsford fee structure).

MOVED and Seconded that the transportation report be referred back to staff for more research based on the discussion, and returned to the May 23, 2017, Regular Board meeting for consideration

CARRIED

5.2 2017-2018 Annual Facilities Grant Expenditure Plan

The Committee discussed the process for determining the priority projects that are on the list.

The Committee also questioned the need for replacing the roofing on Mission Secondary if there is the intent to replace the school in the near future. The Superintendent advised that the status of the building replacement is uncertain, as it is not in the long range plan at this time.

MOVED and Seconded that the draft Annual Facility Grant Expenditure Plan for 2017-2018 be reviewed and forwarded to the May 23, 2017 Regular Board meeting for approval.

CARRIED

5.3 2017-2018 Preliminary Budget

Staff presented and discussed the draft staffing plan, and school enrolment information, and provided updated sheets to the Committee and participants.

Discussion included:

Aboriginal Education Principal funded from non-targeted funding.

Unequal distribution of admin time in rural schools - proposed more time at Deroche in order to stabilize/support teachers – proposed .2 admin time at Dewdney for music program.

Would like to see an increase in secretarial time at small schools to provide before / after school secretary support.

Formula base a good starting point for allocating time, but need to adjust for individual school needs.

The need for quality portables.

Staff are working to maintain the early learning programs in the schools, despite the space constraints.

Discussion – future decision points

- Increasing secretarial support at small schools to provide a minimum of 15 minutes before and after school bells to provide better support for students and parents.
- The allocation of administration time / teaching time for Administrators in rural schools.
- Reducing secretarial support at Riverside College.
- Maintaining greater number of Councilor positions.

6. **New Business**

7. **Minutes of Previous Meetings**

MOVED and Seconded that the Committee of the Whole Meeting Minutes dated April 18, 2017 be approved as presented.

CARRIED

8. **Information Items**

8.1 Curriculum Update

Staff provided a verbal update on meetings regarding the new Curriculum implementation, and new report card templates, and reading levels targets for students.

Discussed student assessments, Fraser Institute assessments, and changes to FSAs.

8.2 District Parent Advisory Council

The meeting minutes for April are attached to the Agenda.

Discussion included:

Update on MSS Awards / student recognition

Parent Education Night successfully held on Tuesday May 3rd.

Minutes



9. Adjournment

**Moved and seconded to adjourn the meeting.
CARRIED**

The meeting adjourned at 3:50 pm.

A handwritten signature in cursive script, appearing to read "J. H. H.", written above a horizontal line.

Chairperson

A handwritten signature in cursive script, appearing to read "A. B.", written above a horizontal line.

Secretary Treasurer