

Agenda

REVISED AGENDA (Change of Meeting Date)

Committee of the Whole Meeting
February 14, 2017, 3:30 pm
District Education Office, 33046 – 4th 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 Page
4. UNFINISHED BUSINESS
 - 4.1 2016/2017 Amended Budget Action 1
 - 4.2 2017/2018 Preliminary Budget Action 13
 - 4.3 Amendments to the BC *School Act* Action 14
5. STAFF REPORTS
 - 5.1 2017 – 2018 School Calendar Action 15
6. NEW BUSINESS
7. MINUTES OF PREVIOUS MEETING
 - 7.1 Committee of the Whole Meeting Minutes: January 10, 2017 Action 18
 - 7.2 Committee of the Whole Meeting Minutes: January 31, 2017 Action 21
8. INFORMATION ITEMS
 - 8.1 Curriculum Update Information 24
 - 8.2 District Parent Advisory Council Information 25
 - 8.3 December Enrolment Chart Information 29
9. ADJOURNMENT

ITEM 4.1 Action

To: Committee of the Whole
From: Secretary Treasurer
Subject: 2016/2017 Amended Budget

Recommendation:

THAT the recommendations for the amended 2016/2017 budget be considered and direction be provided for the preparation of the 2016/2017 Amended Budget bylaw.

Summary:

The 2016/2017 Preliminary Budget was approved in June 2016. The 2016/2017 Amended Budget must be approved prior to February 28, 2017. The attached budget summarizes the changes to the Preliminary Budget considering the changes to enrolment and the needs in the classrooms, as well as support services. After considering all the required changes due to enrolment increases, there is approximately \$1,118,126 that can be allocated to other services. Staff prepared a list of recommended use for these funds considering the feedback and comments from staff throughout the organization.

As the amended budget must be approved before February 28, two additional meetings are needed. The first to consider the draft bylaws, including the budgets for the special purpose funds, and to provide any further direction if needed, and the second to approve the bylaws. The options for an additional meeting are a COTW on February 14th and then adoption on February 21st, or a COTW on Feb 14th or Feb 21st, and then adoption at a Special Board meeting before February 28th.

The preliminary budget included projections for increases in enrolment and staffing, which for the most part have materialized. Changes beyond the original projections include additional teachers and education supports. These costs have been primarily offset by a reduction in the average teacher salary, due to retirements.

Amended Budget Discussion:

1. Enrolment changes (see charts)
2. Funding changes
 - a. Enrolment and student funding increase of \$814,234
 - b. Tuition increases of approximately \$280,000
 - c. Net increase of funding of \$1,131,734
 - d. Special Purpose Funds are budgeted separately, and are not presented in this report. The use of special purpose budgets is regulated by the Province, with limited flexibility.
 - i. Note: \$563,000 interim measures = 12 FTE teacher supports
3. Operating expenditure changes
 - a. Education
 - i. Additional teachers (3 FTE) and EA supports (2 FTE)
 - ii. Average salary decrease for teachers
 - iii. Additional principal and vice-principal supports (DP Tech, VP Windebank)

- iv. As per the Board's previous direction to fund the Principal of Aboriginal Education from the operating budget rather than the aboriginal education special purpose funds, staff recommends that this change be transitioned over four years with one quarter of the 2016/2017 budget funded from the operating budget. This would provide an additional \$35,000 for aboriginal education for the remaining months of the 2016/2017 year.

- b. Curriculum
 - i. Progress has been made with improving curriculum supports.
 - ii. No budget changes are recommended at this time.
 - iii. The preliminary budget provided additional support for teacher collaboration time, learning resources, and professional development. These funds have been committed.

- c. Information Technology
 - i. Is the number one issue identified by employees.
 - ii. A formal review of the school district's information technology is in progress. An external consulting group is leading the review, guided by a staff committee.
 - iii. The review is identifying the need for significant capital upgrades to the IT infrastructure.
 - iv. The review has identified the need for IT management. In order to lead the anticipated recommendations from the review, a management position is recommended to be hired prior to implementation. The final report is expected in April, which will be presented to the Board to inform the 2017/2018 Preliminary Budget deliberation.

- d. Facilities
 - i. Long Range Facility Plan
 - 1. The development of a Long-range Facility Plan is in progress. The Province requires this to support the annual capital budget for facility upgrades. The final report is expected in April, which will be presented to the Board for the 2017 / 2018 Preliminary Budget deliberation.
 - 2. Staff recommends incorporating a plan for solar panels at Deroche and Dewdney in this plan. This may cost an additional \$10,000 to incorporate this into the plan. Reasons for these schools at this time:
 - a. no natural gas is available at these two schools – higher energy cost, greater greenhouse gas emissions.
 - b. greater opportunity for grant funding support from the Fraser Valley Regional District, the Federal Government, and First Nation communities.
 - 3. Some schools are nearing capacity. With anticipated changes to class size composition, additional classrooms (portables) in a number of schools in 2017/2018 will be needed. As such, staff recommends allocating \$300,000 for new portables. The facilities plan is expected to speak to some of this need.
 - 4. The plan to complete the relocation of the facilities department to Ferndale exceeded the budget – the lowest response to the tender was \$315,000. There is approximately \$140,000 remaining in the local capital reserve for this project. At least \$200,000 is required to complete this project. Staff recommended transferring an additional \$225,000 to local capital to support this project.

- ii. Work order back log
 - 1. Over 1000 work orders are in progress for maintenance and building enhancements. Eight of the work orders are from 2014, and 213 are from 2015.
 - 2. If 4 hours are needed for each work order, two people would need to be assigned to these tasks for two years to clear the backlog. It is difficult to get a handle on the actual level of support needed for general building maintenance and regular site enhancements with this backlog. The backlog of work is frustrating the schools.
- iii. Additional classrooms were opened due to the increases in enrolment. Increased janitorial services from 2015/2016 were included in preliminary budget. When the amended budget is approved, 80 additional hours will be adjusted to permanent BSW positions (equivalent to two full time employees).
- iv. Additional labourer support is needed in the facilities department. While more labourer positions are needed, staff recommends that one full time labourer position be added to the work force. Currently, there are no full time labourer positions. Casual labourers are called in when needed, and used for temporary postings in the winter and spring breaks and in the summer months.

4. Administrative Support

- i. Two new technology programs have been added to assist with managing the workload of support staff. The school cash program will allow for on-line registration and payments at the schools, and an automated leave management and dispatch system will allow for electronic reporting and approval of absences, and dispatching casual and on call staff - for teachers, EA's and Admin support.
- ii. A few additional hours in admin support in the schools were included in the preliminary budget. While additional assistance was requested, implementing the school cash program is expected to resolve most of the work load issues at the schools. If the amended budget is approved, some of the temporary hours will be adjusted to permanent hours.
- iii. The Occupational Health and Safety Program needs support. The program is seriously deficient and needs regular support to put a proper program in place and to provide the necessary training and support for both staff and management.

5. Capital

- a. Information Technology
 - i. Due to the significant deficiencies, and primary concern from staff, the recommendation is to put as much as possible into fixing the IT systems, and advancing the hardware and software needed to provide better support in the classrooms.
- b. School Improvements
 - i. Funds are recommended to be added to address the work order back log.
- c. Portables
 - i. With the changes anticipated for the 2017/2018 year for enrolment, and the changes to class composition that are expected to impact the ability of schools to purchase new portables, staff recommend ordering three portables before the end of the year.

d. Facilities and Grounds Equipment

- i. There is no program in place to replace aging equipment in facilities. Staff recommend allocating some funds for equipment, including grounds, and school janitorial equipment.
- ii. Increased funding is recommended to complete the relocation of the facilities department to Ferndale.

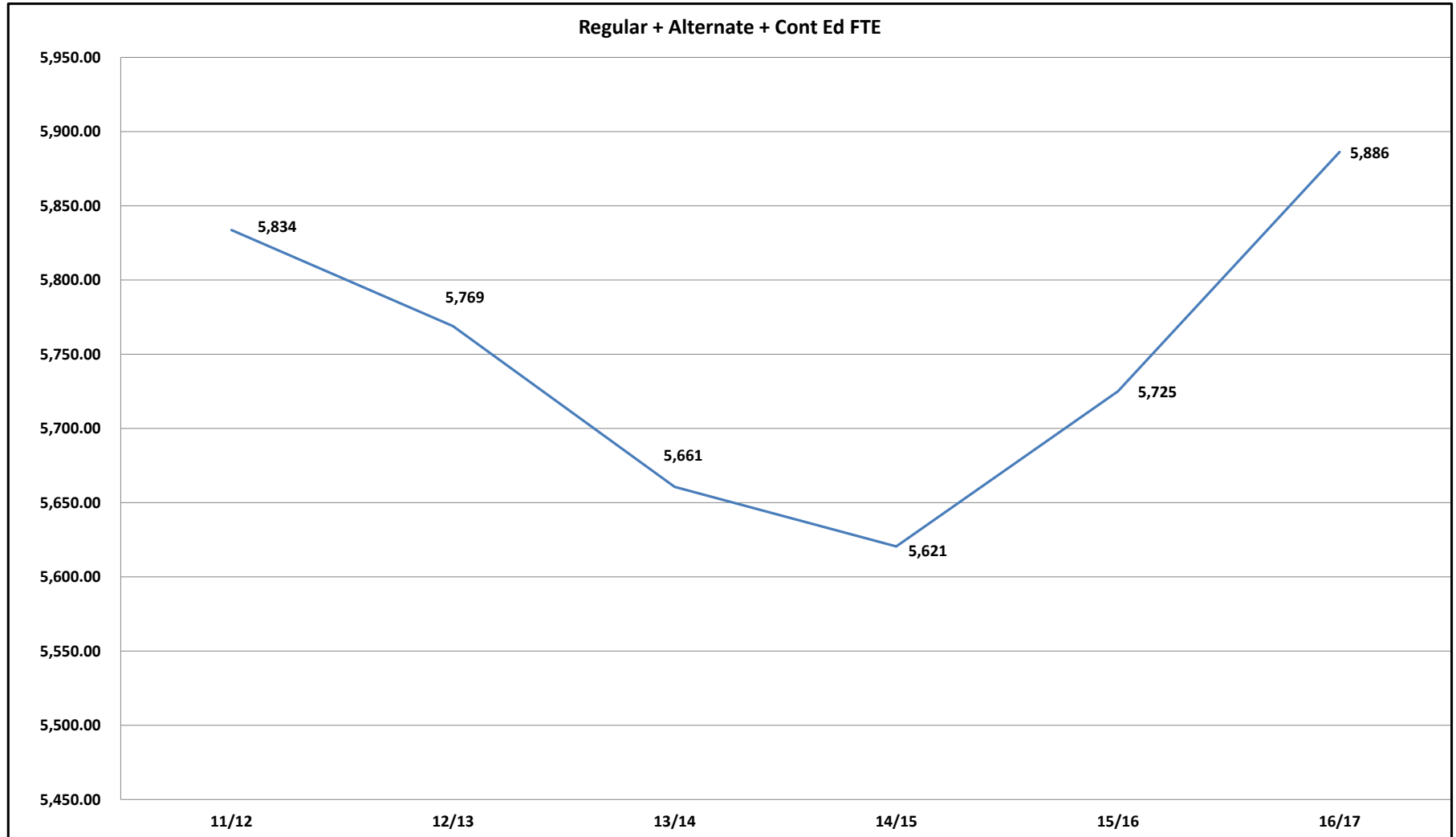
Attachments:

A. Enrolment Changes Charts

2016-17 Amended Budget
Mission Public Schools

ENROLMENT TRENDS

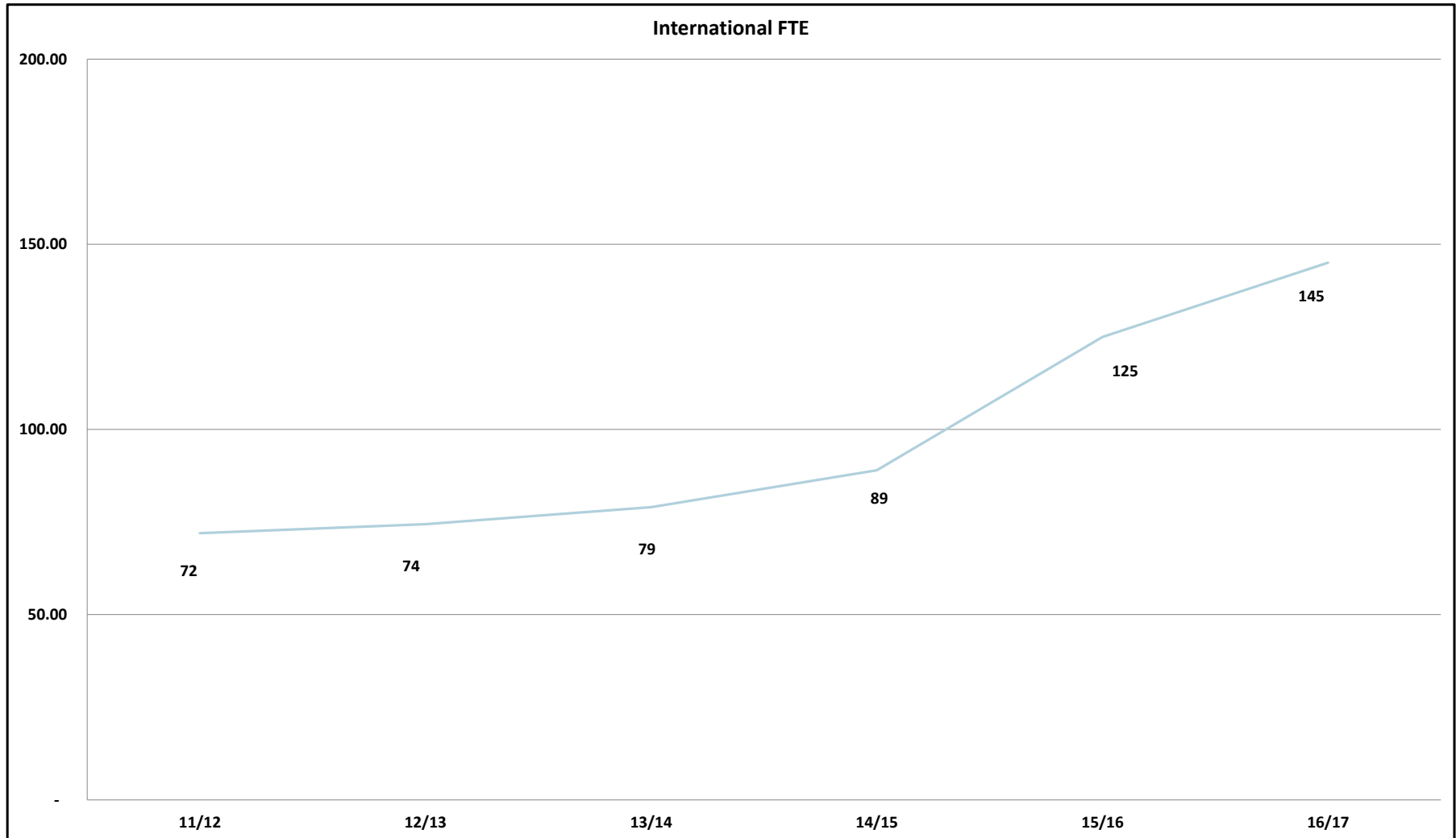
Jan 31, 2017



**2016-17 Amended Budget
Mission Public Schools**

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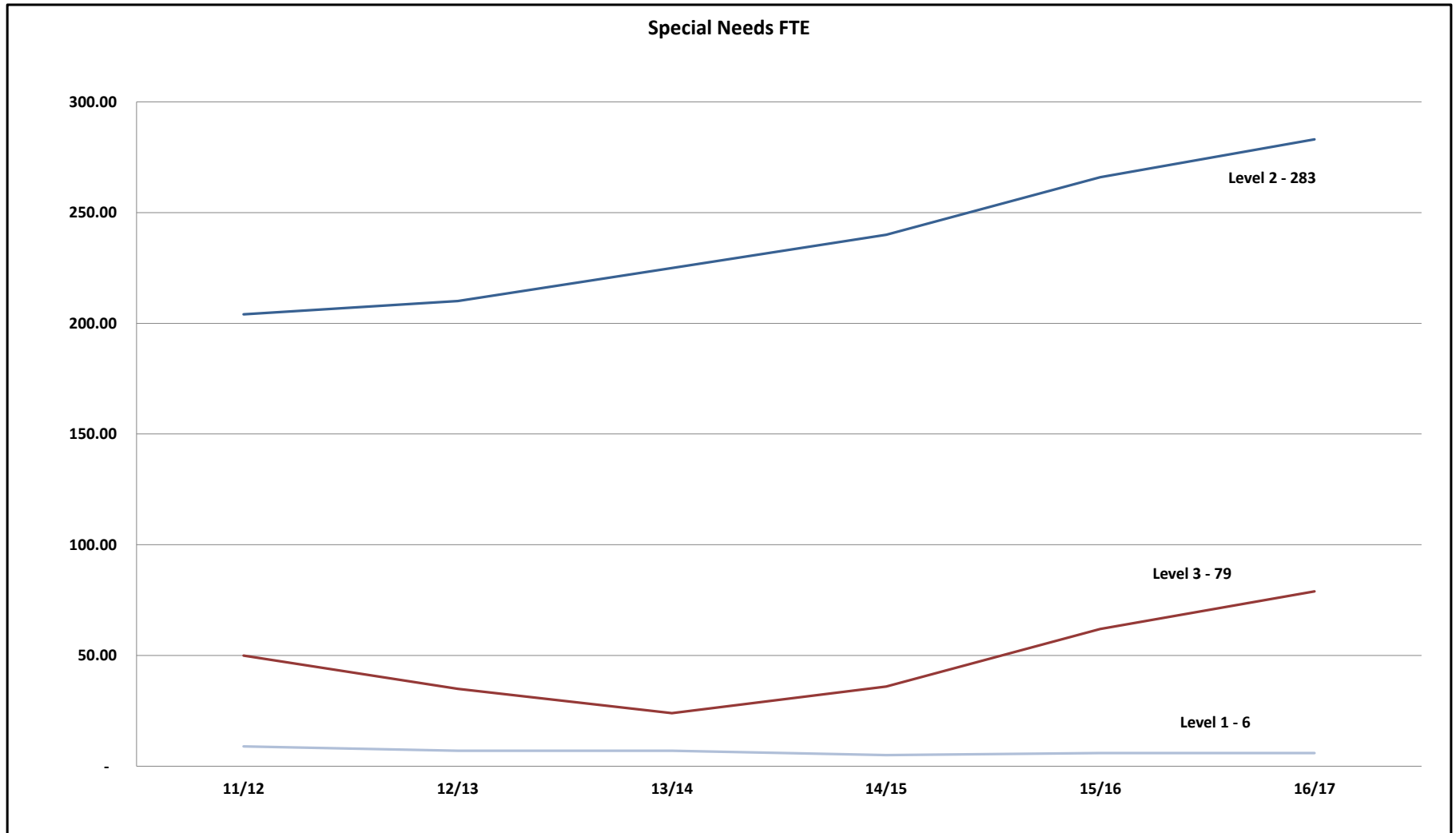
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2016-17 Amended Budget
Mission Public Schools

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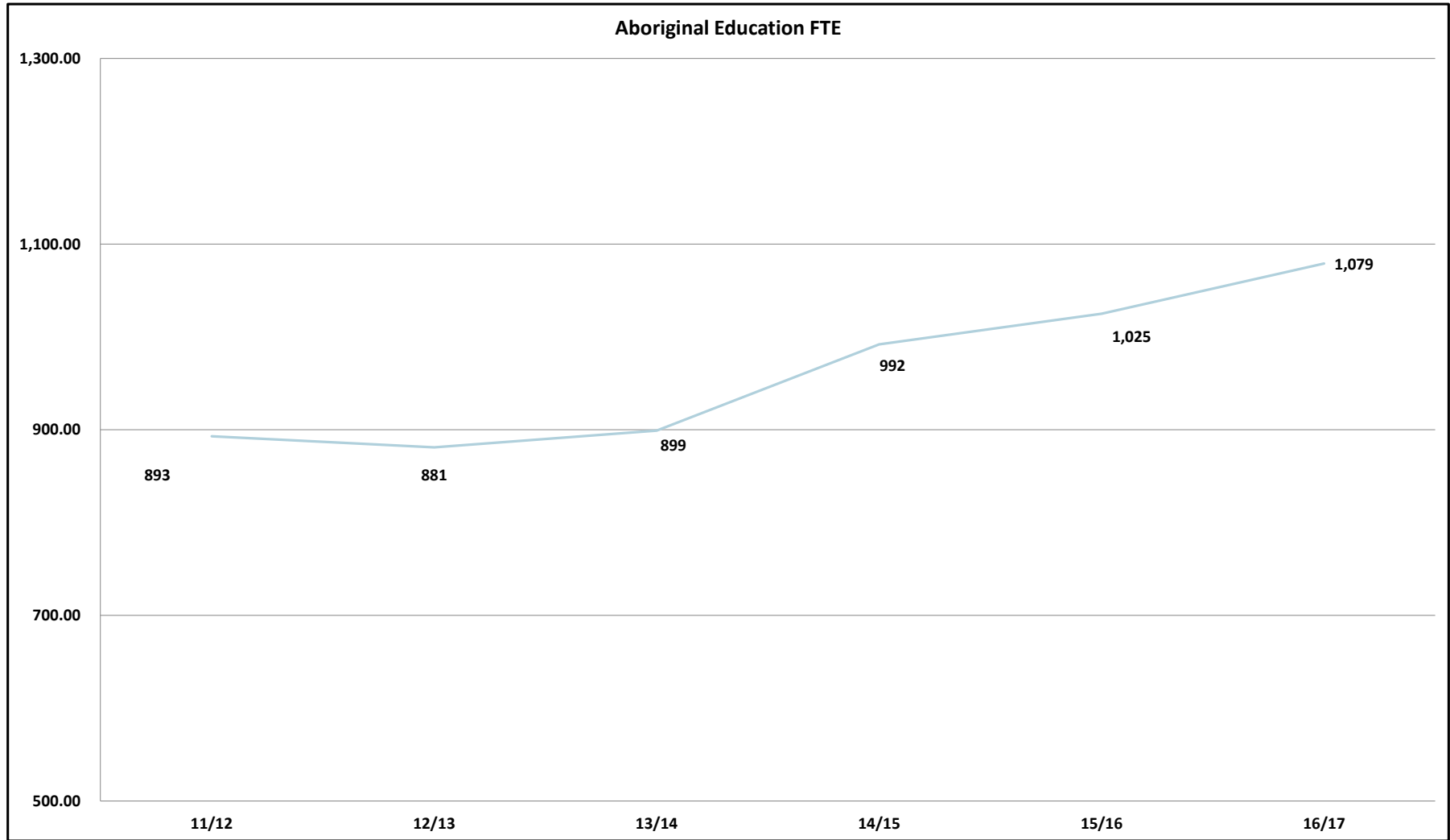
Jan 31, 2017



**2016-17 Amended Budget
Mission Public Schools**

ENROLMENT TRENDS

Jan 31, 2017





2016/17 Amended Budget Draft

Jan 31, 2017

	2016/17 Amended	2016/17 Preliminary	\$ Change	% Change
OPERATING REVENUE				
Grants				
Ministry of Education - Operating Grants	55,266,975	54,413,283	853,692	1.57%
Other Ministry of Education Grants	1,101,615	1,141,073	(39,458)	-3.46%
Provincial Grants - Other	250,925	200,925	50,000	24.88%
Total Grants	56,619,515	55,755,281	864,234	1.55%
Tuition	2,060,500	1,780,000	280,500	15.76%
Other Revenue	377,732	480,732	(103,000)	-21.43%
Rentals & Leases	215,000	135,000	80,000	59.26%
Investment Income	110,000	100,000	10,000	10.00%
TOTAL OPERATING REVENUE	59,382,747	58,251,013	1,131,734	1.94%
OPERATING EXPENSE				
Salaries				
Teachers	23,781,300	23,943,900	(162,600)	-0.68%
Principals and Vice-Principals	3,377,983	3,017,000	360,983	11.96%
Education Assistants	5,232,000	5,161,200	70,800	1.37%
Support Staff	6,021,920	6,054,590	(32,670)	-0.54%
Other Professionals	1,639,010	1,716,313	(77,303)	-4.50%
Substitutes	1,996,200	1,989,635	6,565	0.33%
Total Salaries	42,048,413	41,882,638	165,775	0.40%
Employee Benefits	10,620,421	10,679,171	(58,750)	-0.55%
Total Salaries and Benefits	52,668,834	52,561,809	107,025	0.20%
Services and Supplies				
Services	1,703,268	1,450,768	252,500	17.40%
Student Transportation	22,500	17,350	5,150	29.68%
Professional Development and Travel	402,000	382,500	19,500	5.10%
Rentals & Leases	1,000	3,350	(2,350)	-70.15%
Dues & Fees	89,800	86,150	3,650	4.24%
Insurance	184,000	191,000	(7,000)	-3.66%
Supplies	1,994,158	1,769,354	224,804	12.71%
Utilities	1,188,732	1,153,732	35,000	3.03%
Total Services and Supplies	5,585,458	5,054,204	531,254	10.51%
Capital Assets Purchased	560,000	635,000	(75,000)	-11.81%
TOTAL OPERATING EXPENSE	58,814,292	58,251,013	563,279	0.97%
Prior Year Unrestricted Surplus	574,822	-	574,822	
Decrease (Increase) to Contingency	(25,151)	-	(25,151)	
Projected Operating Surplus/(Deficit)	1,118,126	(0)	1,118,126	

2016/17 Projected Surpluses:	
Contingency Fund	593,827
Unallocated	1,118,126
	<u>1,711,953</u>
Internally Restricted - Benefit Plans	282,910
Internally Restricted - Schools	100,000

Risk Outlook
2016/17 and 2017/18

Jan 31, 2017

Category	2016-17 Impact	2017-18 Impact	Details
Revenue - International			Reliance on International program contribution
Revenue - Operating			Realizing projected enrolment increases
Revenue - Other		(75,000)	Clark Theatre - Continued support from DOM
Revenue - Rentals			Reduction of rental revenue due to growth
Teacher		(303,000)	Full year impact of additions mid-year in 2016-17
PVP		(95,000)	Full year impact of additions mid-year in 2016-17
PVP			Regional salary model implementation
Support		(114,769)	Full year impact of additions mid-year in 2016-17
Support			Difficult to add supp/admin due to admin savings mandate
Other Professionals		(241,250)	Full year impact of additions mid-year in 2016-17
Other Professionals			Regional salary model implementation
Substitutes			Substantial impact of variances
Supplies			New curriculum resource requirements
Utilities			NGN cost alloctions, weather
Local Capital			Technology - Additional needs
Local Capital		(500,000)	Additional portables
Local Capital	(150,000)		Absorb design costs for projects MOE does not fund
Surplus/Deficit		(574,822)	Assume no projected surplus available for 2017-18
	<u>(150,000)</u>	<u>(1,903,841)</u>	

LOCAL CAPITAL BUDGET

Jan 31, 2017

Capital Item	Department	Reason	Amount
Technology	IT	Infrastructure, computers, software	410,000
Technology	IT	Reclass part of infrastructure budget to operating	(85,000)
White Fleet	Facilities	Replace van #12 and van #9, transit vehicle for IT	100,000
Photocopiers	Various	Estimate 7-8 replacements	75,000
Telecom	Schools	Phone system replacements	30,000
MSS Science Lab	MSS	Part of MSS reconfig project	30,000
Sub-Total			560,000
TOTAL			560,000

**2016/17 Amended Budget Draft
Recommendations For Discussion**

Jan 31, 2017



Description	Priority	Amount	Budget(s) affected	Incl?
Counsellor @ MSS - .32 FTE (.8 FTE x .4 yr)		30,400	Teacher	
Labourer - .4 FTE (1 FTE x .4 yr)		22,000	Support	
DP ABED to Operating (yr 1 of 4 yr transition)		35,000	PVP	
IT Manager (May hire)		25,000	Other Professionals	
OH&S Coordinator - .4 FTE (1 FTE x .4 yr)		37,500	Other Professionals	
Solar energy added to LR facility plan scope		10,000	Services	
Facilities Equipment		140,000	Local Capital	
Grounds Equipment		25,000	Local Capital	
School improvements (Security, Safety)		175,000	Local Capital	
Portables		300,000	Local Capital	
Ferndale Phase 3/3A		225,000	Local Capital	
Technology improvements		93,226	Local Capital	
		<u>1,118,126</u>		

ITEM 4.2 Action

To: Committee of the Whole
From: Secretary Treasurer
Subject: **2017/2018 Preliminary Budget**

Recommendation:

THAT Board direction be provided for the preparation of the 2017/2018 Preliminary Budget with respect to priorities and meeting timelines.

Rationale:

The 2017/2018 Preliminary Budget must be approved and submitted to the Ministry of Education by June 30, 2017. Enrolment projections for 2017/18 must be provided to the Ministry of Education by Feb 15, 2017, and this will serve as the starting point for preliminary budget preparation. Management anticipates further changes to enrolment and classroom needs, as well as support services. In addition, the final outcome of the negotiations related to the recent Supreme Court of Canada decision will have a significant impact on budget preparation, in terms of additional potential funding, and also in terms of impact on staffing structure, classroom capacity, and other areas to be identified.

Direction from the board is requested concerning any priorities that should be considered at this time, and a budget timeline meeting schedule will need to be finalized in order to ensure a final approved budget can be submitted to the Ministry by June 30, 2017.

ITEM 4.3 Action

TO: Committee of the Whole
FROM: Trustee Cairns
SUBJECT: Amendments to the *BC School Act*

Recommendation

THAT the BC School Trustees' Association ("BCSTA") demand the Provincial Government to revise the British Columbia *School Act* to reflect that in the event a Board of Education or individual is removed or fired, that a By-Election will be held within six (6) months of the removal or termination.

Rationale

To have Government appointees run a School District for extended periods of time or having a vacancy for extended periods undermines the democratic process citizens elect individuals and Board of Education to represent their community and concerns. To have the Government appointed Trustee do Government bidding is undemocratic in the most grievous manner.

Implementation:

To the Fraser Valley BCSTA for Provincial Council – February 4, 2017

First review by the Committee of the Whole – January 31, 2017 carried to February 7th COTW meeting as unfinished business.

Regular Board Meeting – February 21, 2017

ITEM 5.1 Action

TO: Committee of the Whole
FROM: Superintendent of Schools
SUBJECT: 2017-2018 School Calendar

The following recommendation will be presented to the Board at the February 21, 2017 Regular Board meeting:

Recommendation

THAT the Board of Education approve the proposed draft 2017-2018 School District calendar as presented, for implementation for the next school year.

Executive Summary

Section 87.01 (2) of the British Columbia *School Act* states: A Board must, in accordance with the regulations of the minister, prepare a school calendar for each school in its school district for each school calendar year.

Following Board approval, the attached 2017/2018 School Calendar will be submitted to the Ministry of Education pursuant to the BC *School Act*.

Public Participation:

Committee of the Whole Meeting – February 7, 2017
Regular Board Meeting – February 21, 2017

Attachments:

- A. Draft 2017-2018 School Calendar
- B. Draft 2017-2018 School Calendar – Ministry submission

2017/2018 School District Calendar

Schools Opening Day for Students	Tues. September 5, 2017
Non Instructional Day	Fri. September 22, 2017
Thanksgiving.....	Mon. October 9, 2017
Provincial Professional Development Day	Fri. October 20, 2017
Curriculum Implementation Day	Mon. October 23, 2017
Remembrance Day	Sat. November 11, 2017
Stat in Lieu of Remembrance Day	Mon. November 13, 2017
½ Day Assessment/Evaluation (PM only, Elementary, Middle, Secondary)	Fri. November 10, 2017
Parent/Student/Teacher Conferences (Elementary, Middle, Secondary)	November 24, 2017
Last Day before Winter Break	Fri. December 22, 2017
Schools Reopen	Tues. January 8, 2018
Family Day	Mon. February 12, 2018
Professional Development Day	Fri. February 23, 2018
½ Day Assessment/Evaluation (Elementary PM only)	Fri. March 2, 2018
Parent/Student/Teacher Conferences (Elementary only)	Fri. March 16, 2018
Spring Break	March 19 - 29, 2018
Good Friday/Easter Monday.....	Fri. March 30/Mon. April 2, 2018
Schools Reopen	Weds. April 4, 2018
½ Day Assessment/Evaluation (Middle, Secondary)	Fri. April 13, 2018
Parent/Student/Teacher Conferences (Middle, Secondary)	Fri. April 27, 2018
Non Instructional Day	Fri. May 18, 2018
Victoria Day	Mon. May 21, 2018
Last Day of School for Students (Elementary, Middle, Secondary)	Thurs. June 28, 2018
Administrative Day	Fri. June 29, 2018

SCHOOL CALENDAR FORM - GENERAL

2017/2018 CALENDAR

JULY						
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■ Instructional
 ■ Non-Instructional
 ■ Vacation Period
 ■ Statutory Holiday



Ministry of Education

Committee of the Whole Meeting

January 10, 2017 3:30 pm

District Education Office, 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
Executive Assistant Tracy Orobko (Recorder)

Participants:

Director of Student Services - Carolyn Schmor
District Principal, Ab. Education - Joe Heslip
DPAC - Destiny Cunningham
President, CUPE - George Forsythe,
President, MTU - Amber Chung
MTU – Jodie Amaya

Absent: Trustee Jim Taylor

Call to Order

The meeting was called to order at 3:33 pm by the Board Chairperson.

Adoption of Agenda

MOVED and seconded to adopt the Agenda as presented.

CARRIED

1. 2017 Trustee Committee and Liaison Appointments

The Board Chair provided a summary. Questions were asked regarding committee representation and Auditor General requirements. Financial reporting will be brought to the Board on a regular basis which will be open and transparent.

Discussion ensued regarding the University of the Fraser Valley.

It was agreed to switch the BCPSEA representation: Trustee Carter, first representative; Trustee McKamey, alternate.

Agreement reached to move forward the item to the January 24th Regular Board meeting.

2. Catchment Areas, Cross-Boundary, Schools of Choice, and Programs of Choice Policy

The Secretary Treasurer will email the revised policy together with administrative procedures prior to the issuance of the January 24th Regular Board meeting Agenda.

Questions were asked and clarification was provided regarding the COTW and administrative procedures: As governing body, the Board approves policy; staff administers administrative procedures.

If the Board is dissatisfied with an administrative procedure at a public Board meeting, then it can and will be brought back to a COTW meeting for further discussion. Discussion ensued on the policy approval / administrative procedures processes including partner group input.

3. Physical Restraint and Seclusion Policy – Status / Update

The Secretary Treasurer reported on the status to date. Both the policy and administrative procedure will be brought to the January 24th Regular Board meeting.

4. Solar Arrays Correspondence: MLA Simon Gibson

If the Board wishes to move ahead, the School District will have to move to an RFP process. At the January 31st COTW meeting, there is intent to bring the amended budget for review. If the Board believes this is high on the priority list, they will proceed. Discussion ensued on options and better insulating facilities. Discussion ensued on sustainability and staff ability.

A question was asked for staff's recommendation. The Secretary Treasurer will bring back information to the January 31st COTW for the budget deliberation process discussion.

5. District of Mission Development Application

The Secretary Treasurer has reviewed a subdivision application that may impact the School District. Due to bus requirements, there must be reassurances of adequate walking ability; municipality needs to provide safe routes to get to schools. The Secretary Treasurer wishes to ensure that development is consistent with what the OCP indicates. A recent OCP amendment included a residential development just east of City Hall. Students would have to walk 3.8 kms to Albert McMahon Elementary. Development activity is going to add pressure on enrolment. Changes resulting from the recent Supreme Court decision means added pressures already.

Discussion ensued around boundary reviews and facility use at Ferndale.

6. Ministry Community Meeting: January 17

Superintendent reported on the Ministry's visit to Abbotsford to talk about reporting and assessment.

7. Board/Authority Authorized Course: Self-Efficacy 10, 11, 12

Principal Kevin Watrin, and Educators, James Martyn and Sandra Norum provided handouts on the course that is in the development stages; provided an overview of the program to date:

- Self-regulate / Self-manage
- Encompasses psychology for students to build self-confidence
- Connecting with students
- Would like to offer the course in early Spring.

Questions were asked and comments were made regarding enrolment, participation and benefits to students. MSS building a social emotional classroom; development of the district resource team.

Psychology/social work pieces are already in place as it is the nature of the job; the Pro-D trip to North Vancouver was helpful and provided additional confidence in carrying out the course.

G. Forsythe and D. Cunningham exited the meeting at 5:36 pm.

8. Curriculum Update

Assistant Superintendent introduced his curriculum team and referred to the Joyful Literacy Summit handout.

Minutes



District Principal, Aboriginal Education, Joe Heslip, acknowledged the meeting was being held on unceded ancestral territory and provided information on upcoming curriculum connections events. Dates are yet to be confirmed. February 3rd is the deadline for further submissions (art, articles, etc.) for the next Canoe issue.

Discussion ensued regarding not only vulnerable learners, but also those students at the top of the class and future plans to enrich learning for those students. Honours math at middle school? The transition between middle / high school is a struggle for many students. Carolynn Schmor would like to sit in on those conversations as well. In the 'bigger' picture, student do well in high school but struggle in university.

MOVED and seconded to extend the meeting at 6:00 pm

9. District Parent Advisory Council

A Report was attached to the Agenda.

10. Adjournment

MOVED and seconded that the meeting adjourn at 6:06 pm.

CARRIED

Chairperson

Secretary Treasurer

Committee of the Whole Meeting

January 31, 2017 3:30 pm

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

Members Present:

Chair Rick McKamey
Vice-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
Assistant Secretary Treasurer Derek Welsh
District Principal, Innovation & Technology, Colleen Hannah
Executive Assistant Tracy Orobko (Recorder)

Participants:

CUPE: George Forsythe, President and Janet Chalmers
DPAC: Cyndi Polovina, Chair and Laura Wilson
MTU: Amber Chung, President

Absent:

Assistant Superintendent Larry Jepsen

1. CALL TO ORDER

The meeting was called to order at 3:30 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 Sq'èwlets (Scowlitz) First Nations.

2. Adoption of Agenda

One Addition:

6.1 Amendments to the BC *School Act* – Trustee Cairns

MOVED and seconded to adopt the Agenda as amended.

CARRIED

3. Delegations/Presentations

2016/2017 Amended Budget

The Superintendent reminded the committee of the importance of aligning with the Board's Strategic Plan: Accountable, ethical, collaborative, and compassionate. Priority: Framework for Learning.

A leading goal: Technology; community engagement; financial sustainability; effective governance.

Secretary Treasurer reviewed a Power Point highlighting enrolment projections, funding formulas, student learning, administration, operations and transportation. The amended budget Power Point will be posted to the website.

Information Technology

The District Principal, Innovation & Technology, presented on the existing technology infrastructure and challenges. The Secretary Treasurer indicated a full report will come to the Board in due course. A recommendation will be to employ a full-time I.T. Manager.

OH&S

The district needs to put a stronger focus on health and safety of employees. A recommendation will be to employ a full-time OH&S Coordinator. Some districts are combining the position with emergency procedures as well.

Facilities

A recommendation is to allocate funds toward Facilities department to address the back log of work orders.

Transportation

The Provincial Funding for busing, and the elimination of busing fees were included. The Province has indicated its committed to continue with funding busing. However, staff will be discussing the possibility of charging fees for busing for schools of choice/cross-boundaries when the Transportation policy is reviewed.

Questions were asked regarding the contract and consulting fees of the I.T. Department.

4. Unfinished Business

N/A

5. Staff Reports

2016/2017 Amended Budget

The Secretary Treasurer clarified that it is the committee advising staff what they would like to see included in the amended budget. . The Bylaw must be adopted by end of February.

Janet Chalmers exited the meeting at 4:30 pm.

Discussion ensued on the format and purpose of the Committee of the Whole: Transparency.

A question asked as to who is on the committee. The Secretary Treasurer confirmed it is the Board members.

Clarification was sought regarding the meeting process and partner input.

Confirmation was provided that individual meetings with partner groups will occur for 2017/2018 budget discussions. Meetings between senior staff and employee groups occur monthly.

Discussion ensued on the items listed on page 12: *Recommendations for Discussion*.

Counselor (MSS).

- Challenges of hiring counselors;
- Secretary Treasurer indicated money remains available for student support if counselor is not hired;
- Agreed to move the recommendation forward;
- MTU clarified for 2 years, they have agreed on a “without prejudice” basis to post each counselor on a continuing basis.

Cyndi Polovina exited the meeting at 5:16 pm.

Labourer

- \$22K covers to the end of the year;
- Permanent position;
- One labourer position;
- Agreed to move the recommendation forward.

District Principal, Aboriginal Education.

- Concerns raised in reference to page 2 of the Agenda: Board direction;
- Recommended 25% per year for four years and representation of all children in the District;
- Secretary Treasurer reminded committee this was a direction to staff to review as part of the budget deliberations; alternately, the Board could consider this with the the 2017/2018 budget deliberation.

I.T. Manager.

- Long-term, 12 month position;
- Clarification was provided on the difference between an I.T. Manager and the current VP for Innovation & Technology position;
- Cost estimate: \$150K/annually;
- Concerns raised regarding funding and impact.
- The discussion reviewed the difference between I.T. support and management?.

OH&S Coordinator.

- Perception: Increasing management staff;
- Long-term commitment;
- Management structure was reduced by \$700K by prior Boards;
- Consider hiring a contract position to get the “12 chapter binder” done;

At 6:00 pm

MOVED to adjourn the meeting and reconvene at the next Committee of the Whole meeting. No seconder.

FAILED

MOVED and seconded to extend the meeting to hear the last three speakers.

CARRIED

Additional discussion on the OH&S Coordinator position.

Moved and seconded to adjourn the meeting.

CARRIED

The meeting adjourned at 6:10 pm.

Chairperson

Secretary Treasurer

ITEM 8.1 Information

TO: Committee of the Whole
FROM: Amber Chung, President, Mission Teachers' Union
SUBJECT: Curriculum Update

A verbal update will be provided at the meeting.

ITEM 8.2 Information

TO: Committee of the Whole
FROM: District Parent Advisory Council ("DPAC")
SUBJECT: District Parent Advisory Council

Attachment:

A. Minutes of Meeting: January 23, 2017

DPAC Meeting, January 23rd 2017
Location: École Christine Morrison Elementary

Meeting commenced at 7:03 PM

Introduction by Ghislain Michaud, Vice Principal of Christine Morrison

Attendees Present: (see far bottom)

Regrets: Laura Wilson; Ann Tifford; Sheneal Anthony

Correspondence: BC Teacher Magazine, Enrolment Summary, Agenda for School Board Meeting

Adoption of Minutes: Lori motioned; Dionne seconded; Vote: Unanimous approval.

Adoption of Agenda: Clare motioned; Meg seconded; Vote: Unanimous Approval

Superintendent's Report

- △ Began new structure; "Committee of the Whole" which meets 1—2x a month
 - △ Reflects business + Education committee with a more general discussion of the board to the public.
 - △ Still figuring out what fits into the Committee.
- △ Met with Facilities Director to discuss long range planning; where we can expand, replace and add on.
- △ Mission Secondary is really full but well-maintained. Angus is still submitting MSS to be looked at for expansion/ replacement. Discussion about adding an elementary school in the Ferndale/Riverside College area since they are exhibiting lots of growth.
- △ Vice Principals
 - △ Hired 1 for Hillside Traditional Academy: Shane Sliziak, former Principal from a K-10 school in Alexis Creek; also previously taught in Korea.
 - △ Hired 2 VP at MSS: Local Candidate Linda Dickinson; Currently a counsellor → will continue to act as a Japanese Teacher as well as VP for the balance of the year. Replacement for counselling position being discussed. Airdrie Miller → Teacher from Vancouver with a background in Student Services, Science and Math
- △ Court case : Teachers & Gov't, there was a stop-gap / goodwill gesture of 50million dollars given to the school boards; Mission received \$560,000; Both Union + District asked schools for their needs – for now they need help in the classrooms – not more classrooms, (which would be disruptive to implement mid-year.)
 - △ The money has been used to hire 12 FTE positions: 2 counsellors (always needed), 10 split between all the schools, based on need (Social scenarios index of the school, small schools may get someone because their classrooms are more congested.); Both Middle schools got 1 FTE, MSS got 2 FTE, elementary schools got between 0.2 and 0.6 FTE each
 - △ Working aggressively to get more teachers into the system, including TOCs.
 - △ 40 resumes obtained from student teachers at UBC that either live in Mission and Abbotsford or are from Mission originally; 5 First Nations teachers submitted resumes; Many held multiple specialties: English counselling, kindergarten, tech, woodworking, metal work etc.; Some foreign teachers are upgrading to be able to teach in BC.; Looking at going back to talk to student teachers about what to do to build a resume and keeping your job as well as listing the benefits of District 75
 - △ Questions for Angus:
 - △ Lori: Are teachers helping teachers getting hired (interviewing, etc)?
 - △ Angus:
 - △ Teachers discuss what they need or want and he reviews them. No teachers actually hire other teachers.

- ⤴ Dionne: EA's are finding it hard to get jobs in SD75 and are being told to complete credentials through Riverside by taking a course that has nothing to do with being an EA.
- ⤴ Angus:
 - ⤴ 1st: Sometimes applied training courses are inappropriate/lacking
 - ⤴ 2nd Sometimes applicants have bad references
 - ⤴ Says that Riverside is not necessary.
 - ⤴ Cannot use specific examples obviously, but that many people applying have 1 or 2 against them.
 - ⤴ If there are any questions or concerns regarding an applicant's denial to become an EA in the Mission district they need to email him.
 - ⤴ Remember that sometimes people who apply in September are put on a wait list until they are needed and are not revisited right away.

Chair's Report:

- ⤴ Jan 18th Event postponed for numerous reasons → Now on May 3rd

Treasurers Report:

- ⤴ Prospera has changed online banking, reports will be brief until next meeting.
- ⤴ Chequing \$2664.23; Gaming \$5074.08
- ⤴ We will still need to pay for the May 3rd Event and the cheque for the Clarke Theatre for November has not yet been cashed

Communications Report:

- ⤴ Clare will be contacting "What's On" magazine about putting the DPAC event in
- ⤴ Event is on Facebook page: please share events on FB Page and invite people through it
- ⤴ Karah will be providing posters for the event and emailing them to Clare, as well as bringing to next DPAC meeting to hand out
- ⤴ Draft policy for catchment
- ⤴ West Heights bursary was emailed out
- ⤴ There is a communications survey still up regarding curriculum in Abbey (link on FB page)

Committee of the Whole Report:

- ⤴ Liaisons for each school have been "sorted" – each School has a trustee (see attached)
- ⤴ Remember that these are the trustees for the entire district – even though a Liaison has been 'named' you can approach and discuss school issues or concerns with any one of the trustees.
- ⤴ Catchment was discussed; schools of choice, "order of getting in", etc.
- ⤴ Solar Rays discussion → aiming to have solar panels going on the roof of a school sometime in the summer or possibly next year
- ⤴ 30 lot proposed Subdivision by Albert McMahon – Secretary Treasurer provided input to the District

Ongoing Items

- ⤴ Parent Education: Event Moved to May 3rd, 2017 (see below)
- ⤴ Raymond Movie update: Computer is still rough
- ⤴ Talked to AC Films about getting an invoice – email Raymond for more information.

Draw winner: Meg Kruger

Meeting adjournment: 7:48 pm (Laura motioned; Dionne seconded)

Upcoming events:

School Board Meeting: 6:30 PM January 24th 2017 at Heritage Park Middle School
 Next DPAC Meeting: 7:00PM February 20, 2017 at Riverside College

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.

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:

Hillside: Cyndi Polovina, Jessica Weismiller; Windebank: Michelle Masse; Albert McMahon: Niki Rosche; Christine Morrison: Karen Thompson, Monica Nguyen, Meg Kruger; West Heights: Ilona Schmidt; Hatzic Middle School: Dionne Hairsine; Heritage Park: Karah McLean; Mission Secondary: Clare Seeley; Mission Central: Trisha Hansen-Bell; Silverdale: Deanna Zgrablic; Hatzic: Lori McComish; ESR: Raymond Kwong; Superintendent Angus Wilson, Trustee Randy Cairns, Trustee Shelley Carter

ITEM 8.3 Information

TO: Committee of the Whole
FROM: Secretary Treasurer
SUBJECT: Enrolment Chart

Attachments:

- A. December 2011 – 2016 Enrolment Chart
(Excluding International, Summit, Fraserview, Riverside)
ding Summit, Fraserview, Riverside)**

2011-2016 Monthly Enrolment (excluding International students, Summit, FLC & Riverside)

