

School District #75 (Mission)  
Public Meeting of the Board of Education Agenda

October 20, 2020, 6:30 pm

**In-person: Heritage Park Middle School - Cafetorium, 33700 Prentis Avenue**

**Via-videoconference: Email [aleksandra.crescenzo@mpsd.ca](mailto:aleksandra.crescenzo@mpsd.ca) for details**

			Pages
1.	<b>CALL TO ORDER</b>		
	<i>The Board Chair will acknowledge that this meeting is being held on Traditional Territory.</i>		
2.	<b>ADOPTION OF AGENDA</b>		
3.	<b>DELEGATIONS/PRESENTATIONS</b>		
4.	<b>UNFINISHED BUSINESS</b>		
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8.	<b>INFORMATION ITEMS</b>		
9.	<b>CORRESPONDENCE</b>		
10.	<b>COMMITTEE MINUTES/LIAISON REPORTS</b>		

**11. ANNOUNCEMENTS**

11.1. Special Committee of the Whole, October 27, 2020 re: Boundary Review

11.2. Trades & Training Advisory Committee Meeting, October 29, 2020

**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 Information**

**File No. 7610.43**

TO: Board of Education  
FROM: C. Becker, Secretary Treasurer  
SUBJECT: Public Sector Executive Compensation (PSEC) Report 2019-20 - REVISED

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**1. Summary:**

Following the approval of the Executive Compensation Report at the Public Board meeting on September 23, 2020, the Secretary-Treasurer received direction from PSEC to include the salary for Larry Jepsen.

**2. Background:**

**3. Options:**

**4. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
  - iii. Strategic
- g. Benefits
  - i. Organizational
  - ii. Reputational
  - iii. Strategic

**5. Public Participation:**

**6. Implementation:**

**7. Attachments:**

- a. Public Executive Compensation Disclosure Report - REVISED

## **Public Sector Executive Compensation School District No. 75 (Mission) Disclosure Report 2019-2020 September 22, 2020**

The Board of Education encourages and adopts practices that enable the district to attract, retain, incent, and reward qualified, high-performing employees who are critical to the delivery of quality public education programs to students in School District No. 75 (Mission).

A key component of this approach is the development and maintenance of a framework for executive and exempt staff compensation that is rational, defensible, competitive and able to be effectively administered.

### **Compensation Philosophy**

The Board's compensation philosophy aligns with the statutory system of exempt staff compensation administration in the K-12 public education sector and the British Columbia Public School Employers' Association (BCPSEA) exempt staff compensation management plan (BCPSEA Policy 95-06, *Compensation and Employment Standards for School District Employees Not Subject to a Collective Agreement*), which is an approved compensation plan under the *Public Sector Employers Act*.

Compensation mandates/direction adopted by the Public Sector Employers' Council (PSEC) from time to time are the official policy of BCPSEA and any adjustments to exempt staff compensation levels must align with the parameters of the prevailing compensation mandate/direction.

The Board's compensation philosophy is based upon a set of principles that guide development, maintenance and decision-making with respect to salary structures and total compensation packages and programs.

At its core is an integrated view of compensation and rewards — not only traditional, quantifiable elements such as salary and benefits (compensation), but also more intangible elements such as career opportunities, learning and career development, work challenge, and supportive culture (rewards). The total rewards compensation program further integrates with plans that establish the board of education's overall education, business, and human resources strategies and objectives to facilitate the attraction and retention of qualified, experienced, motivated and high-potential employees who are committed to the board's overarching goal of delivering a high quality public education experience to BC students.

Inherent in the compensation philosophy are the following core principles:

- **Performance:** The compensation structure and administration of the structure supports and promotes meaningful career growth and development opportunities, and a performance-based (merit) organizational culture.
- **Differentiation:** Differentiation of compensation is supported where there are differences in the scope of the position within an organization, and/or due to superior individual/team contributions.
- **Accountability:** Compensation decisions are objective and based upon a clear and well documented rationale that demonstrates the appropriate expenditure of public funds.
- **Transparency:** The compensation program is designed, managed, administered, and communicated in a manner that ensures the program is clearly understood by employees and the public while protecting individual personal information.

## Labour Market Comparators

Key to the compensation philosophy is the need to maintain a meaningful level of competitiveness with the relevant external labour market. Consistent with industry standards, “labour market” is defined in the BCPSEA sectoral exempt compensation management plan (Policy 95-06, *Compensation and Employment Standards for School District Employees Not Subject to a Collective Agreement*) as:

- The recruitment pool for these employees
- The destination sector for these employees.

The following considerations guide articulation of the relevant labour market:

- Degree of recruitment from these jurisdictions/organizations
- Size of the organization, as size drives the span of control and scope of accountability
- Geographic location
- Transferability of skills
- Comparability of qualifications and experience
- Comparability of authority and consequence of error.

For executive and exempt staff positions in the BC K-12 public education sector, the relevant labour market includes:

1. Other BC school districts (primary labour market)
2. Other BC public sector organizations
3. Other Canadian school districts where relevant (to the extent that BC school districts recruit from and lose employees to these jurisdictions, this segment of the labour market is weighted to Alberta and Ontario (and to a lesser extent, Saskatchewan) consistent with the industry-standard definition of labour market)
4. Selected private sector organizations where relevant.

The Board’s executive and exempt staff salary structure was developed on a total compensation basis, consistent with governance and technical best practice, as part of the BCPSEA Sectoral Exempt Staff Compensation Review Project conducted with the approval of the PSEC Secretariat. This comprehensive market review ensured development of an executive and exempt staff salary structure for each of the province’s 60 public school districts in alignment with each district’s relevant comparator labour market and internal organizational structure. This approach includes:

- Consideration of the relevant labour market for compensation comparison purposes.
- Linking pay ranges to neutral, relevant factors (e.g., job content (specific duties/responsibilities), required skill level, required competencies, required qualifications).
- Ensuring appropriate relationships exist between positions in the district’s organizational hierarchy.
- Considering the ways in which appropriate organizational and individual performance measures may be linked to the administration of the compensation system.

In balancing external competitiveness with internal equity, the reference point for executive and exempt total compensation is currently the median of the relevant comparator labour market.

The Board’s total compensation package for executive/senior management staff is comprised of the following elements.

## Cash Compensation

Total cash compensation includes annual base salary and monthly vehicle allowance.

- **Annual base salary**

Annual base salary is considered in the context of the total compensation package.

- **Vehicle Allowance**

Due to the diverse geography of the district and the need to visit schools and other district worksites, the Board provides a monthly vehicle allowance to the Superintendent and other senior management positions. The monthly vehicle allowance is set at a level competitive with the vehicle allowances provided to Superintendents and other senior managers in districts of similar size and geography.

## Non-cash Compensation

The non-cash elements of the total compensation package include:

- **Health and welfare benefits**, such as basic medical, extended medical, dental, group life, short-term and long-term disability, employee and family assistance program, etc. consistent with such benefits as offered in the K-12 sector generally.
- **Pension benefits** — executive/senior management employees are enrolled in either the Teachers' Pension Plan or the Municipal Pension Plan.
- **Paid time off**, including an annual vacation entitlement of 30 to 35 days. Pursuant to the *Public Sector Employers Act*, carry forward of unused accumulated vacation is not permitted. If, however, the individual employment contract does allow for carry forward of unused accumulated vacation, then such vacation may be carried forward for one year only and at the end of that year, the unused accumulated vacation must be used in full, paid out, or a combination of the two.

## Compensation Administration

The Board engages in consistent and ongoing administration of the compensation structure to ensure that reality matches philosophy and that equity is maintained. An ongoing system of compensation review conducted and managed through BCPSEA and the PSEC Secretariat ensures that total compensation levels are benchmarked externally against the appropriate labour market and internally against appropriate job criteria.

The Board works with BCPSEA to obtain information and advice relating to the executive and exempt compensation structures and to ensure alignment with the compensation mandates/directions established by PSEC.

- **Annual base salary administration**

The salary structure for executive and exempt positions is based on placement at the appropriate salary range in the structure reflective of labour market competitiveness and internal equity. Placement and progression through the salary range is dependent upon competency growth and performance. The maximum of the salary range typically represents the job rate for the position, defined as the salary that should be paid to an incumbent who has established him/herself as meeting all the goals and expectations of the position in a fully satisfactory manner. New hires are generally not placed at the job rate on commencement of employment, although due to the key leadership roles and responsibilities, such individuals are generally recruited at a highly competent level and are often placed at the mid- to maximum point in the salary range reflective of the required competence, qualifications, and experience.

The decision whether to grant a salary increase to the position of Superintendent only is at the sole discretion of the Board and is the only executive/exempt position for which BCPSEA approval of an increase to any element of the compensation package is not required. In determining whether a salary increase is warranted, the Board considers such factors as performance, competence, external competitiveness, and internal equity including the maintenance of appropriate salary differentials through the organization. The Board typically utilizes market compensation data and salary/compensation structures developed by BCPSEA for this position as well as all other positions in the exempt staff structure. Potential increases are considered within the Board's overall compensation budget.

## **Accountability**

Underlying the Board's compensation philosophy and approach is the understanding that legal and regulatory mandates are considered a baseline for implementing any compensation plan or practice. Compensation administration in the K-12 public education sector currently operates within the following context:

- the *Public Sector Employers Act*, which establishes the legislative policy framework for exempt staff compensation administration in the public sector
- the BCPSEA exempt staff compensation management plan (Policy 95-06, *Compensation and Employment Standards for School District Employees Not Subject to a Collective Agreement*), which is an approved compensation plan under the *Public Sector Employers Act*.
- Compensation mandates/direction adopted by the Public Sector Employers' Council from time to time. Any adjustments to exempt staff compensation levels must align with the parameters of the prevailing PSEC compensation mandate/direction.

Under the current compensation administration system in the K-12 sector:

- the Board of Education is solely responsible for the establishment and maintenance of compensation levels for the position of Superintendent of Schools. As elected school trustees, the Board is accountable to its public and therefore ensures that it adheres to proper human resources practices including statutory requirements with respect to executive and exempt staff compensation.
- proposed compensation adjustments for all other executive and exempt positions in the district must be reviewed and approved by BCPSEA prior to implementation.

## Executive Compensation Disclosure

July 1, 2019 thru June 30, 2020

Name, Title	Salary	Vehicle Allowance	Vacation payout	Benefits	Pension	2019/2020 Total	2018/2019 Total	2017/2018 Total
Angus Wilson, Superintendent	\$170,176	\$7,200		\$10,423	\$19,230	<b>\$207,028</b>	\$201,497	\$197,135
Karen Alvarez, Assistant Superintendent	\$121,900	\$5,300		\$14,641	\$13,775	<b>\$155,616</b>		
Larry Jepsen, Assistant Superintendent	\$ 23,972	1,000	12,338	263	\$2,709	<b>\$40,282</b>	\$178,504	\$175,480
Corien Becker, Secretary Treasurer	\$151,602	\$7,200		\$10,317	\$15,404	<b>\$184,523</b>	\$181,662	\$177,044
Tina Phelps, Director of Human Resources	\$131,918	\$6,000		\$10,560	\$14,907	<b>\$163,385</b>	\$160,635	
Carolynn Schmor, Director, Student Services	\$133,139	\$6,000		\$10,573	\$15,044	<b>\$164,756</b>	\$163,046	

Amended Sept 22, 2020 – To exclude Employer Health Tax (per PSEC direction)

Amended Sept 23, 2020 – To Include Larry Jepsen



**ITEM 4.2      Action      File No.      1020.20**

TO:              Board of Education  
FROM:          R. Cairns, School Trustee  
SUBJECT:      Anti-Racism Policy Draft

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**Recommendation**

THAT the draft anti-racism policy be referred to the Committee of the Whole, staff, and partner groups for review and input, and be returned to the November Board meeting with the feedback.

**1. Summary:**

At the Public Board meeting on September 22, 2020, the Board supported the creation of an anti-racism policy to supplement the Anti-Bullying, Harassment and Discrimination Policy. The draft document is presented for initial consideration by the Board.

**2. Background:**

At the September Board meeting, the board approved the following resolution:

**Anti-Racism Policy**

MOVED and Seconded the Board look to implement an anti-racism policy in Mission Public Schools, then have staff develop one in conjunction with appropriate partner groups and bring back to the Board for consideration.

**CARRIED**

The School District has a Respectful Schools & Workplaces Policy, but the policy does not specifically address systemic racism. The purpose of this policy is to build a foundation of change that is free of racism.

**3. Options:**

**4. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing, & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
  - iii. Strategic
- g. Benefits
  - i. Organizational
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**5. Public Participation:**

**6. Implementation:**

**7. Attachments:**

- a. Anti-Racism Policy - DRAFT

Anti Racism Policy, drafted by Trustee Cairns – included on the Public Board Agenda on October 20, 2020

Mission Public Schools is committed to a policy of respect and acceptance of the many cultures within its schools and will foster the development of awareness, understanding and respect for people of all ethnic, cultural and linguistic heritages. The Board is also committed to supporting an environment free from intentional or unintentional racism for all students, employees, and trustees. The Board will conduct its affairs in such a way as to act as a model of racial and ethnic harmony and to this end will not tolerate racial bias in any form by its students and staff.

Equality Rights, Section 15 [1]

“Every individual is equal before and under the law and has the right to the equal protection and equal benefit of the law without discrimination based on race, national or ethnic origin, colour, sex or mental or physical disability.”

Rational: The Board recognizes that every individual has the right to freedom from racism in the workplace and educational environment. A positive environment protects and promotes the dignity, worth, and human rights of every person and supports mutual respect and a sense of belonging among individuals. The Board opposes and condemns all forms of racism and prejudice by its trustees, employees, students, or any persons directly or indirectly associated with programs or business of the school district.

Definitions:

“Anti-Racism” is the practise of identifying, challenging and changing the values, structures and behaviours that perpetuate systemic racism.

“Racism” is defined as “any conduct which does or is intended to cause harm or upset, or deny opportunity, including but not limited to physical violence, which is directed at members of an ethnic or racial group and which is motivated by negative attitudes toward the ethnic or racial group.

“Discrimination” is the unfair treatment of a person or persons because of race, gender, national origin, ethnicity, colour, physical or mental ability, religion, sexual orientation, age or class.

“Equal opportunity employer” is an employer who prohibits discriminatory employment practices based on race, national/ethnic/place of origin, colour, religion/creed, marital status, age, gender, or sexual orientation.

“Racial harassment” is the overt or covert racial conduct, whether of a physical or verbal nature that is unwelcome and unwanted by the person being harassed. Examples of racial harassment can include, but are not limited to, racial language or comments, display of racially exploitative pictures, cartoons, graffiti and jokes.

**ITEM 5.2 Information**

TO: Board of Education  
FROM: A. Wilson, Superintendent of Schools  
SUBJECT: COVID-19 Update – October 2020

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**1. Summary:**

On October 5<sup>th</sup>, we had a Covid exposure incident at Hatzic Middle School. The Superintendent will describe the process for the event notification, further steps, and considerations for any future exposures.

**2. Background:**

**3. Options:**

**4. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
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**5. Public Participation:**

**6. Implementation:**

**7. Attachments:**

**ITEM 6.1      Action**

TO:                Board of Education  
FROM:            T. Loffler, Board Chair  
SUBJECT:        Trustee Appointments for Committees and Community Liaison Groups

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**1. Rationale:**

**That the Board of Education review and approve the Trustee Appointments for Committee and Community Liaison Groups for 2020-21.**

**2. Summary:**

Each year the Board reviews Trustee Appointments for Committee and Community Liaison Groups for the school year. Trustees provided the Board Chair with their preferred committee appointments and an updated list was created.

**3. Background:**

**4. Options:**

**5. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
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- g. Benefits
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  - iii. Strategic

**6. Public Participation:**

**7. Implementation:**

**8. Attachments:**

- a. Trustee Committee and Liaison Appointments 2020-21.

## Trustee Committee and Liaison Appointments 2020-21

COMMITTEE	TRUSTEE MEMBERS	ADMIN. STAFF MEMBER(S)
Indigenous Education Advisory Council	<i>1st: Randy Cairns Alternate: Rick McKamey</i>	<i>District Principal, Indigenous Education</i>
BC School Trustees' Association	<i>1st: Shelley Carter Alternate: Tracy Loffler</i>	<i>Superintendent / Secretary Treasurer</i>
BC School Trustees' Association Provincial Council	<i>1st: Tracy Loffler Alternate: Shelley Carter</i>	<i>Superintendent / Secretary Treasurer</i>
BCPSEA Representative Council	<i>1st: Shelley Carter Alternate: Rick McKamey</i>	<i>Secretary Treasurer</i>
Committee of the Whole	<i>Chair: Tracy Loffler Vice-Chair: Shelley Carter</i>	<i>All Senior Staff</i>
Trades & Training Advisory Committee	<i>Chair: Julia Renkema Alternate: Randy Cairns</i>	<i>Superintendent</i>
Mission Literacy in Motion	<i>1st: Julia Renkema Alternate: Randy Cairns</i>	<i>Assistant Superintendent / Principal</i>
University of the Fraser Valley Community Council	<i>1st: Julia Renkema Alternate: Rick McKamey</i>	<i>Superintendent / Assistant Superintendent / Director of Instruction</i>
Mission Community Foundation	<i>1st: Julia Renkema Alternate: Rick McKamey</i>	<i>Superintendent</i>
Mission Traffic & Transit Committee	<i>1st: Randy Cairns Alternate: Julia Renkema</i>	<i>Superintendent</i>

**ITEM 6.2 Information**

TO: Board of Education  
FROM: V. Searwar, District Principal of Indigenous Education  
SUBJECT: Joint Transportation Letters with First Nations Bands

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**1. Summary:**

Each year, Mission Public Schools and local First Nations engage in shared planning and decision making for the Joint Transportation Plan, which ensures transportation service to Nominal Roll (on reserve) students. The SD consulted with the First Nations regarding the plans for transportation and have determined that no additional funds are needed for this year. As such, the School District and the First Nations have agreed that “No revisions to services and funding is required for 2020/21” and have signed letter agreements confirming this.

Table of funding for Transportation 2019/2020

<u>First Nation:</u>	<u># Students:</u>	<u>\$ Funding</u>	
Kwantlen	2	1,790	
Leq'a:mel	35	47,801	
Sq'ewlets	20	42,770	
Matsqui	-	-	0

**2. Background:**

**3. Options:**

**4. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Enhancement Agreement
- c. Funding Guidelines, Costing & Budget Impact
- d. Policy, Legislation, Regulation
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**5. Public Participation:**

**6. Implementation:**

**7. Attachments:**

**School District #75 (Mission)  
Public Meeting of the Board of Education Minutes**

**September 22, 2020, 6:30 pm  
Heritage Park Middle School and Zoom Video Conference  
33700 Prentis Avenue, Mission, BC**

**Members Present:** Board Chair, Tracy Loffler  
Trustee, Shelley Carter  
Vice Chair, Randy Cairns  
Trustee, Julia Renkema (Remotely)

**Members Absent:** Trustee, Rick McKamey

**Staff Present:** Secretary-Treasurer, Corien Becker  
Superintendent of Schools, Angus Wilson  
Assistant Superintendent, Karen Alvarez  
Executive Assistant, Aleksandra Crescenzo (Recorder)

**1. CALL TO ORDER**

The meeting was called to order at 6:30 pm by the Chairperson. The Chair acknowledged that Mission Public Schools is 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.

**1.1 Election of Board Chair and Vice-Chair**

MOVED and Seconded that the Board of Education appoint the Assistant Secretary-Treasurer, Derek Welsh, and the Assistant Superintendent, Karen Alvarez, as Scrutineers for the purpose of conducting elections.

**AMENDMENT**

Delete Assistant Secretary-Treasurer, Derek Welsh as a scrutineer and replace him with Superintendent, Angus Wilson.

**AMENDED MOTION**

MOVED and Seconded that the Board of Education appoint Assistant Superintendent, Karen Alvarez, and the Superintendent, Angus Wilson as Scrutineers for the purpose of conducting elections.

**CARRIED**

The Secretary-Treasurer called for nominations for the office of Chairperson.

Trustee Loffler and Trustee Renkema were nominated for the position of Board Chair. Voting was conducted by ballot. The Superintendent announced that each Trustee received two votes each. The Secretary-Treasurer referred to Policy #50 which recommended that the Board take another vote. If by the fourth vote there is still a tie, the election will be decided by a lot draw. The second entry of ballots was declared a tie. The third entry of ballots was declared a tie. The fourth entry of ballots was declared a tie.

Two ballots were placed in a box. Trustee Loffler's name was drawn and announced as Chair.

The Board Chair called for nominations for the office of Vice-Chairperson. Trustee Cairns and Trustee Carter were nominated for the position of Vice-Chair. Voting was conducted by ballot. The Superintendent announced that each Trustee received two votes each. The second entry of ballots was declared a tie. The third entry of ballots was declared a tie. The fourth entry of ballots was declared a tie.

Two ballots were placed in a box. Trustee Carters name was drawn and announced as Vice-Chair.

MOVED and Seconded that the ballots be destroyed.

**CARRIED**

**2. ADOPTION OF AGENDA**

MOVED and Seconded that the Agenda be adopted as presented.

**CARRIED**

Item 5.2 2019-2020 Audited Financial Statements was moved to the first item on the agenda.

**3. DELEGATIONS/PRESENTATIONS**

**3.1 2019-2020 Audited Financial Statements**

MOVED and Seconded that the draft School District No. 75 (Mission) June 30, 2020 Financial Statements be accepted; and



MOVED and Seconded the final School District No. 75 (Mission) June 30, 2020 Financial Statements including the audit report be submitted to the Ministry of Education by September 30, 2020.

### **CARRIED**

The annual audit of the School District's financial statements is complete. Prior to issuing the final signed external Auditor's Report, the Board must accept the financial statements. The Auditor presented information to the Board at a special closed meeting. The findings of the audit will result in a letter expressing an opinion on the audit, from the Auditor, which must be included in the financial statements. Comprehensive information on the financial statements will be presented when the financial statements are published in the annual report.

A discussion ensued about the unrestricted operating surplus. The intent for these funds is to hold these funds in contingency and restrict them from being spent.

The Board Chair thanked and acknowledged the finance team and the auditors for all the work that went into preparing the statements.

## **4. UNFINISHED BUSINESS**

### **4.1 MSS Seismic or Replacement Project Update**

The cost estimates for the Seismic Repairs or Building Replacement project for MSS have been submitted to the Ministry. The difference between the seismic upgrade and a building replacement is not significant. The Board would like to continue to pursue this matter further, especially once the provincial election is over.

## **5. STAFF REPORTS**

### **5.1 School Opening Update**

The Superintendent provided a report on the School Opening for 2020. An update from the Transportation Department revealed that no issues have surfaced regarding wearing masks on buses.

Approximately 10% of students are not attending regular school at this time. Overall enrolment is tentatively up slightly from projections, but the numbers are not stable yet. A number of schools are full, particularly with seats being held. The projected enrolment information for 2020-21 is still a rough estimate due to student movement between their home school and Summit and transfers out to other District's DL schools.

The Superintendent provided an overview of the process for a school exposure. If there is a confirmed COVID-19 case in a school, Public Health contacts affected school community members directly. Regional health authorities also provide school notifications on their websites, including the date and type of notification (outbreak, cluster or exposure) for impacted schools.

#### 5.1.1 International Program Update

A typical year sees approximately 150 International Students in Mission, generating approximately \$2M in revenue (gross). Currently, we have 52 international students with 25 more students arriving in January.

A recommendation was presented that the Board review the International Program Budget in October to discuss how the district will handle a net loss.

#### 5.2 Executive Compensation Disclosure Report 2019-2020

MOVED and Seconded that the Public Sector Executive Compensation Report dated September 22, 2020 be approved and submitted to the BC Public School Employers' Association, along with an Attestation Letter signed by the Board Chair.

#### **CARRIED**

The Secretary-Treasurer advised that the Executive Compensation Disclosure summary was amended to exclude Employer Health Tax (per PSEC direction).

Boards of Education are required to complete the Public Sector Executive Compensation ("PSEC") Disclosure Report for fiscal 2019-2020, (year ending June 30, 2020). The disclosure requirements apply to chief executive officers and the next four highest-paid executives, where these positions are paid an annual base salary of \$125,000 or more.

#### 5.3 Funding Protection - Financial Risk

The Ministry of Education has referred to funding protection to protect school districts during the pandemic. The School District would need to lose 284 students from the 2019/2020 September enrolment count, or 303 students from the 2020/2021 budget (and the revenue for these students), before funding protection would be available. The School District is at risk of losing \$2,287,617 of funding before funding protection is available.

#### 5.4 Reporting out from Closed Meeting

The Superintendent reported that the Board discussed the Restart Plan at the Special Closed meeting on August 17, 2020. The Board reviewed the Audited Financial Statements at the Special Closed Committee of the Whole on August 15, 2020; and the Board discussed property, personnel and legal matters at the Closed Board meeting on September 22, 2020.

### 6. **NEW BUSINESS**

#### 6.1 District Restart Plan

MOVED and Seconded that the Board of Education endorse the Restart Plan and the Return to School Safety Guidelines for COVID-19 for Mission Public Schools.

#### **CARRIED**

#### 6.2 Holding Seats during COVID-19

MOVED and Seconded the Board defer any action on enrollment space allotment policy and guidelines until the Feb. 2021 enrollment counts are in, at which time the Board and Senior Staff will reevaluate.

Further this motion will be subject to the following requirements.

Requirements:

1. For 20/21 as an emergency measure MPSD will hold seats at schools for students at Summit Learning Centre K-6. The Board and Staff will reevaluate after the Feb. 2021 second enrollment count.
2. Only students enrolled in Summit Learning Centre qualify as they are still within MPSD, students enrolled in other DL's or Home School options will not have their seats retained.
3. Waiting lists for schools of choice are frozen until the Feb. 2021 second count and revaluation, with some possible exceptions which staff identify.
4. Students attending Summit Learning Centre wishing to return to their regular school may only do so at natural junctures, eg: the first of the month or at the discretion of Senior Staff.
5. While the intent is to defer until the Feb. 2021 second enrollment count, MPSD Senior Staff and the Board may pause this exception to policy if demand is unsustainable and cap the variance.

## **AMENDMENT**

That bullet # 2 include the word "District" in front of DL's or Home School options.

## **AMENDED MOTION**

MOVED and Seconded the Board defer any action on enrollment space allotment policy and guidelines until the Feb. 2021 enrollment counts are in, at which time the Board and Senior Staff will reevaluate.

Further this motion will be subject to the following requirements.

Requirements:

1. For 20/21 as an emergency measure MPSD will hold seats at schools for students at Summit Learning Centre K-6. The Board and Staff will reevaluate after the Feb. 2021 second enrollment count.
2. Only students enrolled in Summit Learning Centre qualify as they are still within MPSD, students enrolled in other District's DL or Home School options will not have their seats retained.
3. Waiting lists for schools of choice are frozen until the Feb. 2021 second count and revaluation, with some possible exceptions which staff identify.
4. Students attending Summit Learning Centre wishing to return to their regular school may only do so at natural junctures, eg: the first of the month or at the discretion of Senior Staff.
5. While the intent is to defer until the Feb. 2021 second enrollment count, MPSD Senior Staff and the Board may pause this exception to policy if demand is unsustainable and cap the variance.

## **CARRIED**

With the Ministry of Education moving to the modified Stage 2 of the BC's Education Restart Plan, to bring K-12 students back to the class full-time, the Board recognizes that some families are hesitant with in-class instruction. The Board discussed deferring any action on enrolment space allotment until February 2021. The SD will hold seats for students that are enrolled in the Distance Learning Program at Summit Learning Centre.

### 6.3 **Borrowing Resolution**

MOVED and Seconded that the Superintendent and Secretary Treasurer be authorized to borrow on behalf of Mission Public School District

(School District #75) from the Scotia Bank for the 2020-21 operating year, up to:

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

**CARRIED**

6.4 Anti-Racism Policy

MOVED and Seconded the Board look to implement an anti-racism policy in Mission Public Schools, then have staff develop one in conjunction with appropriate partner groups and bring back to the Board for consideration.

**CARRIED**

The School District has a Respectful Schools & Workplaces Policy, but the policy does not specifically address systemic racism. The purpose of this policy is to build a foundation of change that is free of racism.

6.5 BCSTA / FNEESC Conflicting Conference Dates Motion

MOVED and Seconded that the Board of Education recommend that BCSTA in the future move the dates of the BCSTA Academy Conference in November, so it does not conflict with the FNEESC conference dates.

**AMENDMENT**

MOVED and Seconded to include that the motion be forwarded to the BCSTA AGM 2021.

**CARRIED**

**AMENDED MOTION**

MOVED and Seconded that the following motion be forwarded to the BCSTA AGM 2021:

MOVED and Seconded that the Board of Education recommend that BCSTA in the future move the dates of the BCSTA Academy Conference in November, so it does not conflict with the FNEESC conference dates.

**CARRIED**

The motion was originally approved at the Public Board meeting on October 15, 2019 and was forwarded to the British Columbia School Trustees Association to be debated at the AGM. Due to COVID, the AGM was cancelled, and the motion was not addressed. The motion will be submitted to the BCSTA AGM 2021.

6.6 Strategic Plan Review

MOVED and Seconded that the Board direct Staff to report on the measures as stated in the Strategic Plan throughout the 2020/2021 school year.

**CARRIED**

The Board requested that Staff report on the Strategic Plan throughout the year based on the timing for when data/ information becomes available.

6.7 Public Interest Disclosure Act

MOVED and Seconded that the Board advise BCSTA regarding the School District's ability to comply with the Public Interest Disclosure Act, if the Act is applied to School Boards.

**AMENDMENT**

The motion should read to advise BCPSEA not BCSTA. Also, amend the motion to read that the School District is able to comply with the PIDA, if the Act is applied to School Boards.

**AMENDED MOTION**

MOVED and Seconded that the Board advise BCPSEA that the School District is able to comply with the Public Interest Disclosure Act, if the Act is applied to School Boards.

**CARRIED**

The Province is trying to determine whether Public School Districts would be able to comply with the Public Interest Disclosure Act (PIDA) legislation before December 31, 2021.

The School District has a whistleblower protection policy 2.6, which is scheduled to be updated. As such, the School District should be able to comply with the legislation, if the act is extended to be applicable to school districts. Staff will conduct a review of whistleblower policy and bring forward recommendations to a future Committee of the Whole meeting.

**7. MINUTES OF PREVIOUS MEETINGS**

7.1 Board of Education Public Meeting Minutes, June 16, 2020

MOVED and Seconded that the Board of Education Public meeting minutes dated June 16, 2020 be approved.

**CARRIED**

7.2 Board of Education Special Public Meeting Minutes, June 30, 2020

MOVED and Seconded that the Board of Education Special Public meeting minutes dated June 30, 2020 be approved.

**CARRIED**

**10. COMMITTEE MINUTES/LIAISON REPORTS**

Trustees reported on:

Attending Committee of the Whole meetings, the Mission Community Foundation bursaries, Si'wal Si'wes meeting, BCSTA Zoom Conferences, spending time following the media and the information issued by the Health Minister.

**12. QUESTION PERIOD**

A question was asked regarding the MSS Project. Would a change in government affect what work has been conducted by the Board to date? There are a lot of unknowns if a new government is voted in. There is uncertainty and it's a possibility this could affect the work that has been completed.

A question was asked about the international students enrolled in the online learning program through Kamloops. The School District planned for a larger number of international students. We have space to accommodate these students should they attend in-person. Any international students coming to the SD need to complete the 14-day quarantine.

**13. ADJOURNMENT**

MOVED and Seconded that the Board adjourn the meeting.

**CARRIED**

The meeting adjourned at 8:14 pm.

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Chair, Board of Education

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Secretary-Treasurer

The minutes were approved on  
[DATE] at the [NAME] meeting.