



**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

Held on Tuesday, May 14, 2013
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: S. White (Chair), B. Baxter (Vice-Chair), L. Dixon,
G. Russell, D. Mewhort, L. Pratt, C. Younghusband

STAFF: P. Bocking, Superintendent of Schools
G. Kitchen, Assistant Superintendent of Schools
N. Weswick, Secretary-Treasurer
E. Reimer, Administrative Assistant

#97. Call to Order

The meeting was called to order at 7:01 pm.

Chair White opened the meeting by acknowledging that it was taking place on the traditional territory of the Squamish Nation and welcomed members of the audience.

#98. Public Question Period

There were no questions at this time.

#99. Adoption of the Agenda

MOTION: Pratt/Baxter

“THAT the agenda of May 14, 2013 be adopted.”

Carried.

#100. Approval of Minutes of Prior Meetings

MOTION: Mewhort/Younghusband

“THAT the minutes of the Regular Meeting of April 9, 2013, the Special Public Meeting of April 19, 2013 and the Record of the Closed Meeting of April 2, 2013 be adopted as circulated.”

Carried.

#101. Reports

a. Executive Report

i. Strategic Plan Update

1. Alternative Education

The report was submitted as written. Clarification was sought regarding the need for additional elective opportunities for alternative education students. Superintendent Bocking responded that it was an ongoing

investigation to meet the needs of students in the program. Additional information was requested on the timeline of the social development program at Kinnikinnick. Assistant Superintendent Kitchen indicated that consultation is in its final stages and movement is expected in the coming week.

ii. Other Reports

1. Superintendent's Report

The report was submitted as written. Superintendent Bocking highlighted the expansion of the StrongStart program. Clarification was sought regarding funding for the Roots of Empathy program. Superintendent Bocking indicated that district funding helps to support the program by way of CommunityLINK funding to community schools.

2. Secretary-Treasurer's Report

Secretary-Treasurer Weswick spoke to his written report. He noted the district's involvement in a new treasury management program, which will result in an estimated increase in revenue of approximately \$28,000 annually. Additional savings measures are expected as a result of the district's participation in purchasing groups. He indicated that the province has agreed to fund the district for increased premium costs for a period of two years, as a result of the Teacher Benefit Standardization. Chair White thanked Secretary-Treasurer Weswick on behalf of the board for his resourcefulness.

a. Disposal of Land Bylaw: O'Shea Road Land Exchange

MOTION: Baxter/Russell

"THAT School District No. 46 (Sunshine Coast) Disposal of Real Property Bylaw No.1-2013 be read for a first time."

Secretary-Treasurer Weswick provided additional information regarding the land exchanges. Trustees debated the motion.

Carried.

MOTION: Pratt/Mewhort

"THAT School District No. 46 (Sunshine Coast) Disposal of Real Property Bylaw No.1-2013 be read for a second time."

Carried unanimously.

MOTION: Russell/Mewhort

"THAT School District No. 46 (Sunshine Coast) Disposal of Real Property Bylaw No.1-2013 be read for a third time, passed and adopted."

Carried.

b. Disposal of Land Bylaw: Statutory Right of Way

MOTION: Baxter/Mewhort

“THAT School District No. 46 (Sunshine Coast) Disposal of Real Property Bylaw No. 2-2013 be read for a first time.”

Secretary-Treasurer Weswick provided additional information regarding the statutory right of ways on the Gibsons Elementary property. Trustees debated the motion.

Carried.

Motion: Pratt/Russell

“THAT School District No. 46 (Sunshine Coast) Disposal of Real Property Bylaw No. 2-2013 be read for a second time.”

Carried unanimously.

Motion: Russell/Baxter

“THAT School District No. 46 (Sunshine Coast) Disposal of Real Property Bylaw No. 2-2013 be read for a third time, passed and adopted.”

Carried.

c. Annual Budget for Fiscal Year 2013/14

Secretary-Treasurer Weswick provided an overview of the balanced budget to the board. He reported that the budget would allow for increases in base funding to schools as well as increases to per pupil amounts for special education funding and elementary students.

Clarification was requested regarding the aboriginal funds surplus. Secretary-Treasurer Weswick indicated that further information will be included in the annual financial statements at the September board meeting.

MOTION: Baxter/Pratt

“THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2013/14, in the amount of \$39,070,612.00, be read for a first time.”

Carried.

MOTION: Baxter/Pratt

“THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2013/14, in the amount of \$39,070,612.00, be read for a second time.”

Trustees engaged in a discussion and discussed the merits of having additional time to review budget documents in the future.

Carried unanimously.

MOTION: Baxter/Younghusband

“THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2013/14, in the amount of \$39,070,612.00, be read for a third time, passed and adopted.”

Trustees sought clarification on the budget, specifically amounts budgeted for international education and fine arts. Secretary-Treasurer Weswick responded that additional funds have been allocated from restricted surplus funds for international education. He clarified that fine arts funding is a school-based budget decision but pointed out that an amount for music education is included in the district budget.

Carried.

d. Capital Bylaw: 2013/14 Annual Facilities Grant

Secretary-Treasurer Weswick indicated that the amount as indicated in the meeting package was incorrect. The bylaw was read in the corrected amount of \$585,690.

MOTION: Russell/Younghusband

“THAT School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126631 (2013/14 Annual Facilities Grant), in the amount of \$585,690 be read for a first time.”

Carried.

MOTION: Russell/Pratt

“THAT School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126631 (2013/14 Annual Facilities Grant), in the amount of \$585,690 be read for a second time.”

Carried unanimously.

MOTION: Russell/Pratt

“THAT School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126631 (2013/14 Annual Facilities Grant), in the amount of \$585,690 be read for a third time, passed and adopted.”

Carried.

iii. Information Items

1. Larger Cheques Written in the Month of April 2013

Submitted as written.

2. Expenditures by Object – April 2013

Submitted as written.

b. Board/Committee Reports

i. Board Report

Submitted as written.

1. Cowrie Street-One Way

Trustee Pratt reported on a concern brought forward by a district teacher regarding the proposed changes to Cowrie Street. Trustees expressed concern that the District of Sechelt did not consult with the school district regarding the proposed changes, considering the close proximity of several district programs and schools.

MOTION: Pratt/Russell

“TO write a letter to the District of Sechelt regarding our concerns about consultation and emergency services on Cowrie Street.”

Trustee Mewhort recused himself from the vote due to a conflict of interest.

Carried.

ii. Committee of the Whole Notes – April 15, 2013

Chair White noted that the recommendation in the meeting notes was made at the Special Meeting on April 19, 2013.

iii. Committee of the Whole Notes – April 18, 2013

1. Policy 1.7.8 (Role of Board Committees)

MOTION: Younghusband/Baxter

“THAT the Board of Education of School District No. 46 (Sunshine Coast) add the following terms of reference to Policy 1.7.8 (Role of Board Committees):

Superintendent Evaluation Committee:

The Superintendent Evaluation Committee shall be responsible for promoting professional growth and development through ongoing dialogue with the superintendent, providing opportunities for reflection and collaboration. The Committee shall be chaired by the Board Chair, and will include two other trustees. Its meetings, called in coordination with the Superintendent Evaluation Cycle, will be Closed Sessions due to personnel matters.”

Carried.

2. Policy 2.4 (Annual Budget Development)

MOTION: Pratt/Younghusband

“THAT the Board of Education of School District No. 46 (Sunshine Coast) revise Policy 2.4 (Annual Budget Development) to the following:

2.4 ANNUAL BUDGET DEVELOPMENT

The Board of School Trustees of School District No. 46 (Sunshine Coast) recognizes that one of its primary responsibilities is the direction and

adoption of an annual school district budget, as well as the annual facilities grant budget, that establish authority for all spending in the district.

2.4.1 The Board believes that the annual budget development process requires a planned, open and transparent public consultation process that, prior to the presentation of the proposed preliminary budget, will encourage and solicit input from the following groups:

- a) Sunshine Coast Teachers' Association;*
- b) CUPE Local 801;*
- c) Sunshine Coast Principals and Vice-Principals' Association;*
- d) District Parents Advisory Council;*
- e) community.*

2.4.2 The Secretary-Treasurer shall assume the responsibility for preparing the annual school district budget and its consultation schedule, for presentation, review and adoption by the Board.

2.4.3 The Secretary-Treasurer shall assume the responsibility for preparing the annual facilities grant budget for review and adoption by the Board.

2.4.4 In November of every year, the Board will gather input from all the groups listed in 2.4.1, including through a public consultation meeting.

2.4.5 General budget considerations for the preparation of the next school year's preliminary budget will be provided to senior administration by the Board by the end of each calendar year, and be publicly recorded.

2.4.6 Preliminary budget considerations and scenarios will be developed and presented to the Board by the Secretary-Treasurer in February.

2.4.7 Within one month of the Ministry of Education's annual operating grant announcement, the Secretary-Treasurer will publicly present the implications to School District No. 46 (Sunshine Coast), and will update the Board on the status of prior considerations and scenarios.

2.4.8 In April, the Secretary-Treasurer shall present a balanced budget to the Board, which will also be presented in a public information session prior to the May Public Board Meeting.

2.4.9 The final preliminary budget will be prepared for Board adoption by the May Public Board Meeting.

2.4.10 In accordance with provincial deadlines, in the following calendar year the Amended Budget will be proposed to the Board by the end of February, and Audited Financial Statements in September."

Carried.

iv. Operations Committee Notes – April 18, 2013

The meeting notes were submitted as written.

MOTION: Mewhort/Pratt

“THAT the Board of Education of School District No. 46 (Sunshine Coast) support anti-idling in School District No. 46.”

Trustee Mewhort spoke to the recommendation.

Carried.

v. Education Committee Notes – April 24, 2013

The meeting notes were submitted as written.

MOTION: Younghusband/Mewhort

“THAT the Board of Education of School District No. 46 (Sunshine Coast) prepare a communication plan for Trades programs.”

Trustee Younghusband spoke to the recommendation.

Carried.

MOTION: Russell/Younghusband

“THAT the reports be received.”

Carried.

#102. Correspondence

- a. D. Sigurdson, A. Pazur, C. Empey, T. Phillips, M. Silvey and J. Swales – ACE-IT Welding

Trustees discussed the student’s request. Assistant Superintendent Kitchen indicated that there was not enough student interest to run the program and confirmed that a response to the students would be forthcoming.

- b. M. Lebbell and E. Brooks-Wilson – Letter of Support for Nature Primary
c. N. Leathley – WiFi in Schools

MOTION: Mewhort/Baxter

“THAT the correspondence be received.”

Carried.

#103. Questions and Enquiries from the Public Relating to the Board Meeting

M. Baba requested additional information regarding the type of supplies available for purchase through the EDCO consortium, in particular if custodial supplies were going to be considered. Secretary-Treasurer Weswick responded that custodial supplies are available and indicated that as contracts end with current suppliers the district may opt-in to purchasing those supplies through EDCO.

S. MacKenzie requested that additional numerical budget data be provided at future public budget presentations. R. Emerson echoed this suggestion and

requested that additional information be included in the presentation, including breakdowns of funds spent on clerical staff, maintenance, and funds donated by Parent Advisory Councils.

C. McCrone indicated her concern for student safety pending any changes to Cowrie Street. Ms. McCrone noted her appreciation of the board's motion to write to the District of Sechelt regarding the proposed changes to Cowrie Street.

R. Emerson noted that while she supports electives she feels that dollars should not be taken away from other strained budgets in order to add electives at the alternative school.

#104. Next Meeting

The next public board meeting will be held on June 11, 2013

The following changes were made to the committee agendas:

- Special Education Programs added to Education Committee agenda
- Bicycle Storage added to Operations Committee agenda.
- Committee of the Whole meeting has been moved to May 23 from 9:30-11:30 am.

MOTION: Russell/Younghusband

“TO approve the committee agendas with additions.”

Carried.

#105. Adjournment

MOTION: Younghusband/Pratt

There being no further business, the meeting adjourned at 8:34 p.m.



Chair



Secretary-Treasurer