



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)**

**COMMITTEE OF THE WHOLE NOTES
Held on Tuesday, March 25, 2014 at 9:30 a.m.
At the School Board Office – Gibsons, BC**

PRESENT: TRUSTEES: Betty Baxter, Chair; Lori Dixon, Dave Mewhort; Lori Pratt; Greg Russell; Christine Younghusband; Silas White

STAFF/OTHERS: Patrick Bocking, Superintendent; Greg Kitchen, Assistant Superintendent; Nicholas Weswick, Secretary-Treasurer; Vanessa Clarke, District Principal; Stacia Leech; Ron Skene; Tara Sweet, Human Resources Manager; Erica Reimer, Administrative Assistant (Recorder)

The meeting was called to order at 9:32 a.m.

1) Mindfulness Project

Ron Skene and Stacia Leech provided information on “Mind The Gap”, a multifaceted mindfulness project being delivered through the Roberts Creek Community School. The project, which focuses on supports for youth in transition, has recently been granted \$300,000 in funding over a thirty-month period through Health Canada. In an effort to build the social emotional capacity of the school community, funds will be used to; support a series of programs, activities, and interventions; provide training to create a team of certified trainers to work with parents, teachers and students; and increase the school district’s capacity to deliver Social Emotional Learning. The committee engaged in a discussion on the project.

District Principal for Student Support Services, Vanessa Clarke, reported on other developments in Social Emotional Learning (SEL) in the school district:

- LIF funding used to increase access to teacher counselors with a different model in mind – to build resiliency and capacity;
- EDI and MDI vulnerability data was used to increase teacher counsellors based on needs accordingly across the district;
- Circles project grant has funded a facilitator who works with teacher counselors;
- District involvement at the SEL Planning Table;
- SEL District Committee is looking to build an inventory of the resources, skills and interests within the district.

Both presentations are attached to these notes. District Principal Clarke was pleased to announce that the district was selected as a pilot school for the social emotional piece for the new curriculum. A discussion followed.

2) 2014/15 Budget

Secretary-Treasurer provided a brief report on the recent ministry funding announcement, noting that allocation rates have been maintained at \$6,900 per pupil. An increase will be

provided to the Annual Facilities Grant to pay for a network upgrade to the provincial PLNet, which will increase the bandwidth to schools. Learning Improvement Funds (LIF) have increased according to a provincial schedule and the school district expects to see an increase in LIF funds from \$427,000 to \$538,898, provided there are no changes after provincial consultation with the BCTF. It was noted that the district's revenue projections remain largely unchanged in light of the announcement. The district estimates receiving \$672,000 in funding protection for a total operating revenue of \$34,839,000. Secretary-Treasurer Weswick indicated that total operating revenue has decreased by approximately 1.5% of the prior year's budget and provided additional information on funding protection guidelines.

The committee discussed teacher benefits for extended health, in particular bridging funding provided by the ministry to support a standardized level of benefits. Clarification is being sought as to the length of term for the funding.

Secretary-Treasurer Weswick identified the following actions being taken as a result of the budget model review:

- The district is looking at rebalancing funding to elementary and secondary schools by shifting a portion of funds from the secondary level to support small schools.
- Benefits rates have been reviewed to provide accurate costing rates that will in turn reduce costs to schools.
- Average teacher salary will be reviewed for future budgeting purposes.

A surplus is expected for the end of the current school year. In previous years, the surplus has been redistributed with two thirds being returned to schools and one third retained by the district.

3) Human Resources Process

Tara Sweet, Human Resources Manger, joined the meeting to outline the staffing process that occurs in the spring and provided a general timeline:

- March 31: Budget out to schools
- March 31: Deadline for teachers to apply for leaves of absence
- April 8: Elementary school staffing plan submission deadline
- April 11: Secondary school staffing plan submission deadline
- April 17: HR/Finance finalizes staffing. If reductions, increases or layoffs, notice must be issued to CUPE by this date.
- April 30-May 1 (TBD): Teacher placement night. Postings to follow.
- June 1: Layoff notice for SCTA.

Ms. Sweet noted that consultation with unions occur throughout the process. The committee discussed staff retirements, how notice is given, and their effect on staffing plans.

The meeting adjourned at 11:25 a.m.

Next meeting: April 22, 2014