



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

Held on Tuesday, May 13, 2014
At the School Board Office, Gibsons, B.C.

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

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

REGRETS: Trustee G. Russell

#72. Call to Order

The meeting was called to order at 7:03 p.m.

#73. Presentations

a. Celebrating Education: Student Voice – S. Garmulewicz

Sophie Garmulewicz, a student at Elphinstone Secondary School and member of the District Student Leadership Team (DSLTL), reported back on her experiences on the newly formed student team as well as the Student Forum that took place on April 30th. She noted overwhelming enthusiasm and support from the student body in the formation of the DSLTL, as well as for the ongoing opportunity to provide feedback on matters of interest to students. A variety of topics were discussed at the student lead Student Forum, including technology, social media and environmental issues. Students in attendance reported back on the success of the event and indicated they felt their feedback had been heard by trustees and administration. Ms. Garmulewicz further reported that the team's goal in their first year was to bring together school board administrators and students in order to set the ground for future DSLTL members. She indicated that her participation on the DSLTL was a fantastic way to finish off her high school career. Chair Baxter thanked Ms. Garmulewicz for her participation on the team and for her enthusiasm on student issues.

b. BCSTA Long Service awards

In recognition of the hard work of community leaders in British Columbia, the BC School Trustee Association (BCSTA) recognizes trustees who have reached benchmarks of elected service. Chair Baxter presented BCSTA Long Service Certificates to the following trustees in recognition of their service:

- Trustee Lori Dixon – 12 years of service.
- Trustee Silas White – 9 years of service.
- Trustee Lori Pratt – 6 years of service.
- Trustee Greg Russell – 12 years of service.

Trustee Russell will be presented with his certificate at a future date, as he was unable to attend the meeting.

Chair Baxter opened the meeting by acknowledging that it was taking place on the traditional territory of the Squamish Nation and acknowledged those in attendance.

#74. Public Question Period

There were no questions.

#75. Adoption of the Agenda

MOTION: White/Pratt

“THAT the agenda of May 13, 2014 be adopted with additional correspondence from Minister Fassbender.”

Carried.

Trustee Pratt requested that a recent piece of correspondence from Minister Fassbender be included with the correspondence to be received. A copy of the correspondence is attached to these minutes.

#76. Approval of Minutes of Prior Meetings

MOTION: White/Mewhort

“THAT the Record of the Closed Meeting of April 8, 2014 and the minutes of the Regular Meeting of April 8, 2014 be adopted as presented.”

Carried.

#77. Reports

a. Executive Report

i. Strategic Plan Update: Safe Schools

The report was submitted as written. Assistant Superintendent Kitchen highlighted the new Automated External Defibrillators (AEDs) that are now placed at all schools as well as glucagon training for staff at schools with students with type-1 diabetes.

Trustees requested additional information on the ERASE anti-bullying initiative, noting that momentum seems to have slowed since the program’s inception. Assistant Superintendent Kitchen reported that the self-reporting website is still available and that initiatives continue throughout the district to support anti-bullying. Additional ERASE training will be provided by the ministry in the 2014/15 school year. It was noted that Student Trustee Treuheit has been appointed as a student representative to the ERASE provincial table.

Trustees requested additional information on emergency preparedness and suggested that information detailing the district’s procedures for emergency preparedness be listed online or in a readily available paper format. Assistant Superintendent Kitchen reported that the district continues to participate in the Sunshine Coast Emergency Response Plan.

Information was shared on the effectiveness of the Community Protocol Agreement.

ii. Student Voice: Student Trustee Report

Student Trustee Treuheit spoke briefly regarding her experience to date on the ERASE advisory committee and indicated that another meeting has been scheduled for June 5th.

Student Trustee Treuheit shared her experiences at the BCSTA AGM, reporting that she felt she was able to advocate and publicize the role of the student trustee to other districts. The positive support solidified her belief in the role of the student trustee and she was proud to be in attendance when the motion supporting student trustees passed.

iii. Superintendent's Report

The report was provided as written.

Superintendent Bocking provided an early report on transition rates and was pleased to report that the district saw a significant increase in aboriginal transition rates, both from grades 10 to 11 and grades 11 to 12, over the past five years. For aboriginal students transitioning from grade 10 to 11, the success rate has increased from 62%, in 2009, to 92%, in 2013, and the success rate for all students transitioning from that grade level is at 94%, which marks an increase of 8% from 2009. In the case of aboriginal students transitioning from grade 11 to grade 12, the success rate has risen from 69%, in 2009, to 84%, in 2013. The successful transition rate for all students at that grade level has also risen by 4% to 85%. Superintendent Bocking credited the hard work of staff, counselors and aboriginal support for the increase. A request was made to track the success of a cohort of aboriginal students from kindergarten through to graduation. Superintendent Bocking replied that such tracking was already in practice, excluding those students who move outside the school district.

Trustees commented on the improved transition rates and discussed items in the written report.

1. 2014/15 Calendar Consultation Timeline

Assistant Superintendent Kitchen reported on the planned timeline for calendar consultation. He indicated that a draft timeline had been reviewed at the Committee of the Whole and adjustments were made based on feedback from trustees. He reported that findings would be presented to the board in December 2014.

Trustee White requested that the Sunshine Coast Labour Council and Community Protocol Partners be included in the groups for consultation.

iv. Secretary-Treasurer's Report

1. 2014/15 Annual Budget

Secretary-Treasurer Weswick indicated that a presentation on the budget had taken place recently at the Operations Committee. He noted that the increased budget amount includes special purpose funds and presents a consolidated total.

a. Annual Budget for Fiscal Year 2014/15 Bylaw

MOTION: Mewhort/Pratt

“THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2014/2015, in the amount of \$39,229,014, be read for a first time.”

Carried.

MOTION: Mewhort/Pratt

“THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2014/2015, in the amount of \$39,229,014, be read for a second time.”

Carried.

There were no objections to a third reading.

MOTION: Mewhort/Pratt

“THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2014/2015, in the amount of \$39,229,014, be read for a third time, passed and adopted.”

Carried.

b. 2014/15 Annual Facilities Grant (AFG) Bylaw

Secretary-Treasurer Weswick noted a correction to the amount in the bylaw included in the agenda package that had been posted online. The corrected bylaw includes only the capital portion of the AFG amount.

MOTION: Pratt/Mewhort

“THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 126762, in the amount of \$770,603, be read for a first time.”

Carried.

MOTION: Pratt/Mewhort

“THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 126762, in the amount of \$770,603, be read for a second time.”

Carried.

There were no objections to a third reading.

MOTION: Pratt/Mewhort

“THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 126762, in the amount of \$770,603, be read for a third time, passed and adopted.”

Carried.

v. Administrative Regulations for Circulation:

1. Regulation 5350 – How to Communicate with Us

Superintendent Bocking reported that the draft regulation replaces the former *Complaints Regarding Employees or Volunteers* regulation. It was felt that there are many reasons for the community to interact with the school district and the revised regulation removed the negative connotations. Trustee White suggested that the timelines on the appeal process be shortened. Superintendent Bocking recommended to leave the timelines for a decision on an appeal at 45 days but noted that the regulation will be reworded to clarify that the timeline for the appeal process begins the date the appeal is received by the district.

2. Regulation 5630 – Maintaining a Respectful Workplace

Assistant Superintendent Kitchen indicated that the draft regulation has circulated through the Operations Committee as well as the District Health and Safety Committee. The regulation will satisfy requirements under Bill 14 and Worksafe BC to have clearly articulated policy surrounding appropriate behaviour in the workplace.

3. Regulation 3850 - Use of Board Property

Secretary-Treasurer Weswick noted that the regulation stipulates that available board property be provided on a cost recovery basis for daycares. It was further noted that the regulation does not limit daycares from offering extended hours and clarification was made regarding the requirements for daycares to comply with regulatory requirements.

The regulations will circulate for feedback until September 5, 2014.

vi. Administrative Regulations to be Received:

1. Regulation 4220 – Donations

MOTION: White/Younghusband

“TO receive the regulation.”

Carried.

vii. Information Items:

The following information items were submitted as written.

1. Larger Cheques Written in the Month of April 2014
2. Expenditures by Object

b. Board/Committee Reports

i. Board Report

The report was submitted as written. Trustee Dixon requested that the board write a letter of appreciation to the Sunshine Coast Festival of the Performing Arts for their support of the elementary choral festival on April 14th.

MOTION: Dixon/Pratt

“THAT the Board of Education of School District No. 46 (Sunshine Coast) write a letter of appreciation to the Sunshine Coast Festival of the Performing Arts for their support.”

Carried.

1. BCSTA Long Service Recognition

Certificates were presented prior to the adoption of the agenda. Trustee Russell will be presented with his certificate at a future meeting.

ii. Education Committee Notes – April 23, 2014

Trustee Younghusband spoke to the meeting notes and indicated her appreciation for the presentation by Jean Bennett from Capilano University. A question was posed regarding the McCreary results that were included in the meeting package. Assistant Superintendent Kitchen clarified that the committee reviewed survey points that linked to areas of focus in the Strategic Plan.

iii. Operations Committee Notes – April 24, 2014

Trustee Pratt submitted the notes as written.

iv. Committee of the Whole Notes – April 22, 2014

The notes were submitted as written.

MOTION: Pratt/Dixon

“THAT the Board of Education of School District No. 46 (Sunshine Coast) strike an ad hoc committee to create a framework for trustee professional development and report back to the board in June with policy. Trustees Pratt, Dixon and Russell volunteer for the committee.”

AMENDMENT: Pratt/Youngusband

“THAT the Board of Education of School District No. 46 (Sunshine Coast) strike an ad hoc committee to create a framework for trustee professional development and report back to the board in June with suggested protocol.”

Carried.

Trustees discussed the amendment and voted in favour of the change. Upon voting on the original motion, the motion carried.

Carried.

MOTION: Youngusband/Pratt

“THAT the reports be received.”

Carried.

#78. Correspondence

- a. R. Emerson – 2014/15 Budget
- b. C. Etherington - Smoking Bylaw Survey
- c. Min. Fassbender – Follow up to April 30th Letter (Ref: 174376)

Trustees discussed the correspondence received from the Minister of Education.

MOTION: White/Youngusband

“TO receive the correspondence”

Carried.

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

- A suggestion was made that glucagon training be provided to Educational Assistants.
- Information was requested regarding changes to the school calendar. Chair Baxter provided a response, indicating that some partner groups have requested that the school district implement a two-week spring break. The board has chosen to look at a variety of calendar options, consult with all partner groups, as well as other districts that have instituted calendar changes prior to making a decision.
- Clarification was sought on the revisions to regulation 5350 (*How to Communicate with Us*), specifically who falls under the umbrella of personnel. Superintendent Bocking indicated that the regulation would apply to both staff and volunteers.
- A comment was made that was made that the previous position of Custodial Supervisor was cut due to enrolment decline, and a new administrative staff position has been added in a similar environment of declining enrolment.
- Clarification was requested regarding the donations regulation. A response was provided.
- Additional information was requested regarding teachers and bargaining. Chair Baxter indicated that the board would be meeting in camera after the meeting to discuss.

- A member of the audience asked if counselling would be provided to staff and students in response to the recent death of a past SD46 student. Superintendent Bocking indicated that the district is providing support.

#80. Next Meeting

The next public board meeting will be held on June 10, 2014

MOTION: Pratt/Younghusband

“TO approve the committee agendas.”

Carried.

#81. Adjournment

MOTION: Younghusband/Pratt

The meeting adjourned at 8:50 p.m.

Carried.



Chair



Secretary-Treasurer