



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

**REGULAR MEETING AGENDA**

February 10, 2015 at 7:00 p.m.  
At the School Board Office, Gibsons, B.C.

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**1. Call to Order**

**2. Presentations**

- a. Celebrating Education: Nature Education for Sustainable Todays and Tomorrows (NEST) Program  
– G. Smith

**3. Public Question Period (10 minutes in total)**

**4. Adoption of the Agenda**

**5. Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings**

- a. Regular Meeting – January 13, 2015 ..... Pg.3-7  
b. Record of Closed Meeting – January 26, 2015 ..... Pg. 8

**6. Reports**

a. Executive Reports

- i. Strategic Plan Update:  
1. Community Partnerships ..... Pg. 9  
2. International Education ..... Pg. 10  
ii. Superintendent’s Report ..... Pg. 11  
iii. Secretary-Treasurer’s Report ..... Pg. 12  
iv. Information Items:  
1. Larger Cheques Written in the Month of January 2015 ..... Pg. 13-14

b. Board/Committee Reports

- i. Board Report ..... Pg. 15  
1. BCPSEA Report ..... Pg. 16  
2. BCSTA Proposed Motions ..... Pg. 17-19  
3. Student Trustee/DSLTL Report  
ii. Committee of the Whole Notes – January 27, 2015 (*motion p.21*) ..... Pg. 20-21  
iii. Operations Committee Notes – January 27, 2015 ..... Pg. 22-23  
1. Amended Annual Budget Bylaw (*bylaw p.26*) (*motion p.40*) ..... Pg. 24-40  
iv. Education Committee Notes – January 28, 2014 (*motion p.42*) ..... Pg. 41-42

MOTION: “TO receive the reports.”

**7. Questions and Enquiries from the Public Relating to the Board Meeting**

**8. Next Meeting**

The next public board meeting will be held on March 10, 2015.

MOTION: “TO approve the committee agendas.”

**9. Adjournment**

**COMMITTEE MEETINGS  
2014 – 2015**

MONTH	EDUCATION School Board Office 1:00 – 2:30 pm	OPERATIONS School Board Office 12:30 – 2:00 pm	COMMITTEE OF THE WHOLE School Board Office 9:30 – 11:30 am
September	24	18	23
October	22	30	28
November	26	-	25
December	-	-	-
January	28	27	27
February	26	19	12
March	24	26	24
April	22	23	28
May	27	21	26
June	24	18	23

**Agendas for Upcoming Meetings:**

Education Committee – February 26, 2015 from 1:00-2:30 pm at the SBO

1. Student Support Services (*presentations*)
  - a. English Language Learners – Laurie MacHale
  - b. Vision Support – Laurie Watson
  - c. Special Education Tech Coordinator– Sandy Magnussen
2. Parent Engagement

Operations Committee – February 19, 2015 from 12:30-2:00 pm at the SBO

1. Preliminary Budget Considerations
2. Custodial Review Process

Committee of the Whole – February 12, 2015 from 9:30-11:30 am at the SBO

1. Strategic Plan Process Update
2. Board Vision for Communication



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

Held on Tuesday, January 13, 2015  
At the School Board Office, Gibsons, B.C.

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**PRESENT:** TRUSTEES: B. Baxter, L. Dixon, D. Mewhort, L. Pratt, G. Russell, P. Ruth,  
C. Younghusband, K. Pritchard (Student Trustee)

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

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#45. Call to Order

The meeting was called to order at 7:00 p.m.

Chair Baxter opened by acknowledging that the meeting was taking place on the traditional territory of the Squamish Nation. Chair Baxter reported the recent passing of retired teacher, June Wilson, and spoke to her commitment to teaching.

#46. Presentations

a. Celebrating Education: Early Learning Reggio Emilia Practices – K. Deasey

The Early Learning / Learning Together team, consisting of Early Learning Coordinator, Kirsten Deasey, StrongStart teachers, Lauri Paul and Marilyn Downey, and West Sechelt Elementary Kindergarten teachers, Margaret Cooper and Michelle Smart, provided trustees with an overview of the Reggio Emilia approach to early learning and demonstrated various teaching tools that support these practices. In summary, the approach centres on exploration and discovery through open ended learning opportunities in a supported environment. Teachers allow children to take the lead in discovering what they want to learn through activities, as an example sliding outdoors in snow lead to classroom experiments with slides and gravity. Children are at the center of the learning environment and their interests assist in guiding the curriculum with a goal to inspire learning rather than impose creativity.

b. Suncoast Racquet Club Youth Program – F. Kaltenecker, C. Jacobsen and G. Kydd  
Franziska Kaltenecker, Colin Jacobsen and Gillian Kydd provided information on their club's youth tennis programs in an effort to encourage youth interest in the club and exposing youth to indoor winter sport options on the Sunshine Coast. The club has developed a youth sponsorship program, which aids in funding opportunities to provide tennis lessons to students at no cost to parents or schools. The program provides access to the racquet club's facility and coaching from a certified tennis instructor. The club hopes to promote the program directly to Parent Advisory Councils (PACs) and is seeking board support in their endeavors. Chair Baxter thanked the club members for their efforts on behalf of youth and indicated that information would be shared with principals, who will in turn provide information to PACs. Additional information on the club can be found at:

<http://www.srctennis.ca>

#47. Public Question Period

- There were no questions.

#48. Adoption of the Agenda

**MOTION:** Pratt/Younghusband

“THAT the agenda of January 13, 2015 be adopted.”

Carried.

#49. Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings

**MOTION:** Younghusband/Russell

“THAT the minutes of the Regular Meeting of November 18, 2014, the Record of the Closed Meeting of November 25, 2014 and the minutes of the Inaugural Meeting of December 9, 2014 be adopted as presented.”

Carried.

#50. Reports

a. Executive Reports

i. Strategic Plan Update: Early Learning

Superintendent Bocking spoke to his written report and responded to questions from trustees.

ii. Superintendent’s Report

Superintendent Bocking highlighted upcoming Trustee Visits to Schools, Family Literacy day (January 25<sup>th</sup>), FSA testing and the Satisfaction Survey. Assistant Superintendent Kitchen provided information on Collaboration Time projects and responded to inquiries from trustees.

1. Superintendent’s Report on Achievement

Superintendent Bocking indicated that the report was an annual expectation of ministry, to be provided by January 31<sup>st</sup> of each year. He noted that due to a lack of classroom assessment in the previous school year, assessment information was based on FSA results. Superintendent Bocking highlighted the districts strong improvement in six-year completion rates and well subscribed ACE-IT programs.

**MOTION:** Pratt/Mewhort

“THAT the Board of Education of School District No. 46 (Sunshine Coast) approve the Superintendent’s Report on Achievement.”

Carried.

iii. Secretary-Treasurer’s Report

The report was submitted as written. Secretary-Treasurer Weswick drew attention to the district’s energy consumption savings noting that the dollar value of those savings at 2014 rates was \$88,000. Secretary-Treasurer Weswick reported that the ministry’s funding

announcement in December will have an impact on district’s budget and that further discussion would take place at the Operations Committee meeting.

iv. Regulations to be received:

1. Regulation 2820 – Student Leadership
2. Regulation 4410 – Honoraria

**MOTION:** Mewhort/Younghusband

“TO receive regulations 2820 and 4410”

Carried.

v. Regulations to be repealed:

Superintendent Bocking noted that the appeal process described in the regulations to be repealed have been replaced by the steps described in regulation 5350 (How to Communicate with Us).

1. Regulation 1750 – Reviewing Decisions of the Principal
2. Regulation 1840 – Student/Parent Appeal Process

**MOTION:** Younghusband/Pratt

“TO repeal regulations 1750 and 1840.”

Carried.

vi. Information items

1. Larger Cheques Written in the Month of November & December 2014

The report was submitted as written.

b. Board/Committee Reports

i. Board Report

The report was submitted as written. Chair Baxter reported that the Trustee Orientation in December was a valuable session for trustees. A question was received regarding progress with the Roberts Creek Elementary garden license agreement. Secretary-Treasurer Weswick indicated that the process is ongoing. Clarification was sought on the correct nomenclature for Pender Harbour Secondary School. Secretary-Treasurer Weswick indicated that the school’s official nomenclature is Pender Harbour Elementary Secondary School due to attendance by grade 7 students, however school district staff and area residents more commonly refer to the school as Pender Harbour Secondary School.

1. Board Committee Appointments

Submitted as written. Chair Baxter indicated that letters would be sent to school PACs advising them of trustee appointments for the current year.

2. Student Trustee/DSLIT Report

Student Trustee Pritchard reported that the District Student Leadership Team had reviewed a number of school calendar options and discussed the effect of those changes on learning and mental health. The team also discussed potential changes to the grad survey format and suggested starting the survey process during the grade twelve year while students are still attending school, initiating conversations with past

graduates, and looking at ways for past students to maintain anonymity while providing quality feedback.

3. BCSTA Provincial Council Motions

There were no motions suggested.

ii. Education Committee Notes – November 26, 2014

The notes were submitted as written. Trustee Younghusband drew attention to the presentation from Kirsten Deasey regarding Early Learning and Maria Giltrow's presentation on *Welcoming Communities*.

iii. Committee of the Whole Notes – November 25, 2014

The notes were submitted as written.

**MOTION:** Younghusband/Mewhort

“TO receive the reports.”

Carried.

#51. Correspondence

- a. Minister Stone – School Road/North Road and Gibsons Way Intersection
- b. SCR D – Sunshine Coast Agricultural Area Plan
- c. R. Emerson – Roberts Creek Community Garden

**MOTION:** Younghusband/Mewhort

“TO receive the correspondence”

Carried.

Trustees sought clarification on the process for discussing correspondence. Chair Baxter indicated that such requests should be brought to the agenda setting committee for action.

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

- An audience member asked for additional information on the new recycling plan at Pender Harbour Secondary School, which was identified in Student Trustee Pritchard's report. Superintendent Bocking agreed to investigate and provide information at a later date.

#53. Next Meeting

The next public board meeting will be held on February 10, 2015.

Operations committee postponed so that budget information would be available for the meeting.

**MOTION:** Ruth/Pratt

“TO approve the committee agendas.”

Carried.

#54. Adjournment

**MOTION:** Pratt/Younghusband

The meeting adjourned at 8:28 p.m.

Carried.

\_\_\_\_\_  
Chair

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Secretary-Treasurer

DRAFT



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

**RECORD OF CLOSED MEETING**

Held on Monday, January 26, 2015  
At the School Board Office, Gibsons, B.C.

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

STAFF: P. Bocking, Superintendent of Schools  
G. Kitchen, Assistant Superintendent of Schools  
N. Weswick, Secretary-Treasurer  
V. White, District Principal  
E. Reimer, Administrative Assistant (Recording Secretary)

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**Call to Order**

The meeting was called to order at 1:00 p.m.

- **Motion to Exclude**
- **Adoption of the Agenda**
- **Approval of Minutes of Prior Meetings**
- **Information / Action Items**
  - Students
    - Student Appeal
- **Items for Disclosure**
  - No items to disclose.

**Adjournment**

The meeting adjourned at 3:30 p.m.

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Chairperson

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Secretary-Treasurer



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

**Strategic Plan Report: Community Partnerships**  
Submitted by Superintendent Patrick Boeking  
February 10, 2015

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**Background:**

The Sunshine Coast is a community of creativity, originality and energy. There is expertise and opportunity beyond our district capacity that has the ability to support the growth and well being of students. The intersection of community expertise with district expertise is elevated when we collaborate effectively with our partner groups.

**Discussion:**

The board's Strategic Plan prioritizes community partnerships as key to improving student achievement. The majority of Strategy Two, Relationship Building, refers to supporting partnerships in our community.

Some examples of district work to date include:

- **Student Support:** District staff attends *Shared Care Committee* meetings with Vancouver Coastal Health, Ministry of Child and Family Development, RCMP, the Sechelt Indian Band and others. The committee is focused on supporting students with mental health needs. Staff also attend "*A GP for Me*" committee sessions with a view to ensuring that all students and community members have consistent access to family practitioners. Extensive partnerships with our Community School partners ensure nutrition, after school, homework, youth and other opportunities are available for our students. The district provides funds, space and expertise in return for student support.
- **Program Support:** Environmental education is substantially supported through communication and participation with interested groups. The Lions Club supports the Imagination Library to ensure that very young child receives a new book every month until they attend kindergarten. Our partnership with Coast Cable is well established and supports both community and student interests.
- **Facilities:** The district is actively pursuing a joint use agreement with the SCRD to maximize the opportunities inherent in our mutual need for building space and fields. Our facilities department utilizes the services of various trades when our own department is unable to do so.
- **Capilano University:** The district has ongoing meetings with Capilano University to address our mutual needs regarding student enrolment and programming needs.

**Highlights and Next Steps:**

The most significant priority for the balance of this year, in addition to maintaining the current emphasis of working collaboratively with our community partners is to ensure that all of our partners and potential partners have opportunities to provide input to our 2015–2019 Strategic Plan.

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

**Strategic Plan Report: International Education**  
Submitted by Assistant Superintendent Greg Kitchen  
February 10, 2015

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**Background:**

The Strategic Plan states our desire to - develop an international program to prepare our students for a culturally diverse “global community”. Our program needs to meet the needs of our community, our schools and our students as well as provide a quality program that we can be proud of. The cultural diversity of our students, staff and communities is an asset to be treasured and respected.

This year our school district has established a number of initiatives with the goal of growing our International Education program.

**Discussion:**

We typically host 20 international students (12 FTE) each year. Currently our students are from Brazil, China, Germany, Korea and Mexico. Elective areas such as TV Production, Cafeteria, Woodwork and Art programs as well as our community and environment has been a draw for our international students.

This past fall we put in place a variety of orientation activities to welcome incoming international education students to our community. These activities included; hikes and community walks, kayaking and boating outings, cultural activities, social interactions and a trip to the hockey rink.

Recently we have formed a partnership with an established International Education consultant, who will provide us with guidance in the areas that we need to develop. We anticipate having an International Education website up and running shortly which will assist us in promoting our district and in recruiting students.

During February 4th to 16th we are hosting a group of students from China who will ‘buddy up’ with our students and attend classes. This should be very exciting.

**Highlights and Next Steps:**

- Complete a comprehensive assessment of current program under the guidance of our consultant.
- Review the orientation program that was established this fall with the goal of building on the successes.
- Connect with new agents. Provide specific information for agent use so that they can more effectively market and promote our school district. Explore new markets.
- Explore outgoing exchange options and provide our local students with enhanced opportunities to travel abroad.
- Increase the number of international education students attending in our district.

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

**Superintendent's Report**  
February 10, 2015

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**1. Academic Programming**

- a. The expanded **music program** that has been in place this year has been a very positive experience for students and music teachers. The district recently met with the Music LSA to review the program. In order to fulfill the vision for music the district will add a fourth teacher to the district music staff.
- b. **Foundation Skills Assessments** continue for grades 4 and 7 until February 20<sup>th</sup>. A team of former principals works together to mark the assessments from all of our schools.
- c. **MyEducationBC** is fully implemented in the district as of this month. Elementary schools have been using it since September and high school principals and teachers are all trained in the basic functions at this point. BCeSIS is no longer our student information system.
- d. The **Education Implementation Committee (EIC)** met to discuss the further implementation of the new provincial curriculum. The committee will utilize currently available time (staff meetings, administrative portion of the May ProD day) to inservice teachers. A plan will be developed for the 2015/2016 year for further training opportunities.
- e. Kindergarten teachers are completing the **Early Developmental Inventory** this month.
- f. **Mental Health First Aid** has been offered for the first time this month.
- g. The **SD46 Technology** website is now live and can be accessed from the district website.

**2. Operational**

- a. **District Parent Advisory Committee:** Thursday, February 26th at 7:00 p.m. in the Chatelech Secondary School library. The agenda this month is focused on how the district and its partners support children and youth living with complex brain differences.
- b. The district partnered with the Sunshine Coast Teachers' Association to present a **New Teacher Orientation** event on Thursday, February 5<sup>th</sup>. Teachers heard from District and SCTA representatives on a wide range of information items.
- c. **Kinnikinnick** officially opened its hot breakfast program on February 10<sup>th</sup>. A **hot, nutritious breakfast** will be an important support for KES students.

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

**Secretary-Treasurer's Report**  
February 10, 2015

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**Amended Annual Budget**

The amended budget is approved in February of each year. Its purpose is to reflect adjustments resulting from variances in actual student enrolment compared with estimates from the previous spring. For example, if several students arrived on September 1 that weren't expected, it might be necessary to hire additional teachers and support staff. Before the Amended budget for the current year is complete, Finance staff will have already begun work on the Preliminary Budget for the following school year.

**Budget Cycle**



**Gibsons Elementary – Cross Boundary Requests**

Due to potential overcrowding, Gibsons Elementary will be closed to new cross boundary requests, effective September 2015. Requests will continue to be considered for incoming students who already have a sibling attending the school and those cross boundary students already enrolled at Gibsons Elementary School.

DATE 02-Feb-2015 01:48 PM

SUMMARY - ISSUED CHEQUE REPORT - CHEQUE LIMIT : 10,000.00

PAGE 1

START DATE: 01-Jan-2015 TO END DATE: 31-Jan-2015

CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	AMOUNT
-----						
ON-LINE CHEQUES : ISSUED BETWEEN 01-Jan-2015 AND 31-Jan-2015						
00LCET2370	0001	*****	28093	RECEIVER GENERAL FOR CANADA	06-Jan-15	182,334.50
00LCET2371	0001	*****	23290	MUNICIPAL PENSION PLAN	02-Jan-15	55,350.70
00LCET2373	0001	*****	28094	RECEIVER GENERAL FOR CANADA	12-Jan-15	82,632.80
00LCET2375	0001	*****	30209	TEACHERS' PENSION PLAN	09-Jan-15	479,005.70
00LCET2383	0001	*****	23290	MUNICIPAL PENSION PLAN	19-Jan-15	50,101.50
00LCET2384	0001	*****	28093	RECEIVER GENERAL FOR CANADA	26-Jan-15	150,000.00
00LCET2385	0001	*****	28094	RECEIVER GENERAL FOR CANADA	26-Jan-15	91,539.60
TOTALS FOR BANK - 0001						1,090,965.00
TOTAL NUMBER OF CHEQUES						
TOTAL NUMBER OF CHEQUES WITH MICR						

COMPUTER PREPARED CHEQUES : ISSUED BETWEEN 01-Jan-2015 AND 31-Jan-2015						
1826000025	0001	0000045646	23268	MINISTRY OF PROVINCIAL REVENUE	07-Jan-15	27,155.50
1826000041	0001	0000045662	14343	TURNING POINT RESOLUTIONS INC.	07-Jan-15	12,844.30
1826ET0003	0001	*****	11050	APPLE CANADA INC. C3120	07-Jan-15	10,014.90
1826ET0009	0001	*****	12021	BC TEACHERS FEDERATION	07-Jan-15	24,914.00
1826ET0010	0001	*****	12111	BC TEACHERS FEDERATION	07-Jan-15	26,785.10
1826ET0057	0001	*****	26207	PACIFIC BLUE CROSS/MSA	07-Jan-15	50,424.90
1826ET0070	0001	*****	29037	SECHELT SCHOOL BUS SERVICE LTD	07-Jan-15	26,344.70
1826ET0078	0001	*****	29102	SUNSHINE COAST TEACHERS ASSOCIATION	07-Jan-15	10,234.90
1828000002	0001	0000045664	12012	BC HYDRO & POWER AUTHORITY	14-Jan-15	36,214.00
1828000004	0001	0000045666	14259	BOUYGUES BUILDING CANADA INC.	14-Jan-15	410,813.70
1828000012	0001	0000045674	30211	FORTIS BC-NATURAL GAS	14-Jan-15	33,444.00
1828000027	0001	0000045689	23268	MINISTRY OF PROVINCIAL REVENUE	14-Jan-15	19,217.20
1828000050	0001	0000045712	29101	SUNSHINE COAST REGIONAL DISTRICT	14-Jan-15	10,884.50
1828ET0009	0001	*****	13003	C.U.P.E. - LOCAL 801	14-Jan-15	26,566.40
1828ET0064	0001	*****	29037	SECHELT SCHOOL BUS SERVICE LTD	14-Jan-15	41,001.70
1828ET0074	0001	*****	29460	SUNSHINE COAST PRINCIPALS &	14-Jan-15	28,900.00
1829000002	0001	0000045722	12108	BARAGAR ENTERPRISES LTD.	21-Jan-15	15,225.00
1829000028	0001	0000045748	26243	PEBT IN TRUST	21-Jan-15	46,476.00
TOTALS FOR BANK - 0001						857,461.40
TOTAL NUMBER OF CHEQUES						
TOTAL NUMBER OF CHEQUES WITH MICR						

ON-LINE CHEQUES : ISSUED BETWEEN 01-Jan-2015 AND 31-Jan-2015						
00LCET2377	0005	*****	31043	US BANK VISA	06-Jan-15	49,256.40
TOTALS FOR BANK - 0005						49,256.40
TOTAL NUMBER OF CHEQUES						
TOTAL NUMBER OF CHEQUES WITH MICR						

DATE 02-Feb-2015 01:48 PM

SUMMARY - ISSUED CHEQUE REPORT - CHEQUE LIMIT : 10,000.00

PAGE 2

START DATE: 01-Jan-2015 TO END DATE: 31-Jan-2015

CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	AMOUNT
-----						
GRAND TOTAL						1,997,682.90
CANCELLED TOTAL						0.00
NET GRAND TOTAL						1,997,682.90
GRAND TOTAL NUMBER OF CHEQUES						20
GRAND TOTAL NUMBER OF CHEQUES WITH MICR						1

WARNING: NUMBER OF CHEQUES DOES NOT MATCH NUMBER OF CHEQUES WITH MICR

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

**Board Report**  
February 10, 2015

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**January 15, 20 and 22 – School Visits:** Trustees toured Sunshine Coast schools with Superintendent Bocking. Secretary Treasurer Weswick, Assistant Superintendent Kitchen and Student Trustee Kailyn Pritchard joined the tour for several schools as well. Everyone enjoyed seeing the fabulous learning happening in our schools and loved meeting students and hearing directly from teachers.

**January 22 – DPAC:** Chair Baxter and Superintendent Bocking attended the DPAC meeting and discussed the proposed PAC consultations for the upcoming strategic plan.

**January 27 – Committee of the Whole:** Trustees developed a framework for wide consultation regarding the *2015-2019 Strategic Plan* and decided to hold a **community forum on March 9**. There will be more information coming very shortly.

**January 29 – BCPSEA Trustee Orientation:** Trustee Ruth and Chair Baxter attended the BCPSEA Orientation for new trustees. Although a short session, there was good information regarding HR practices and goals, the role of trustees and resources available from BCPSEA.

**February 5 – New Teacher Orientation:** Chair Baxter represented the Board to welcome new teachers at their orientation day for SD 46.

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

**BCPSEA Report**  
February 10, 2015

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On January 30th, Trustee Younghusband attended the BCPSEA AGM as School District No. 46 (Sunshine Coast) representative. The meeting started with reports from Michael Marchbank, public administrator, and Renzo Del Negro, interim BCPSEA CEO. Teresa Rezansoff, president of BCSTA, also provided a brief welcome. Updates were provided on PSEC and Shared Services Delivery Project - Legal Services Update. The business session of the AGM involved a motion from School District No. 23 (Central Okanagan). The resolution was amended (*in italics*). The amended resolution carried.

**Resolution 01**

“BE IT RESOLVED that the BCPSEA members direct the Public Administrator of BCPSEA to write a letter to the Lieutenant Governor in Council requesting the reinstatement of the BCPSEA Board of Directors, as outlined in Article 7.2 of the BCPSEA Constitution and Bylaws *as an interim measure, and requesting that discussions commence with government and BCSTA for the formation of the new model as recommended in the BCSTA Bargaining Structure Action Plan.*”

The AGM concluded with a working session. Assistant Superintendent Greg Kitchen and Trustee Younghusband attended "Bargaining Through the Grievance Process" session. A good presentation of the process and role of the trustee.

*- Submitted by Christine Younghusband*



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

**DRAFT MOTIONS FOR 2015 BCSTA AGM**  
February 10, 2015

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*The following motions are for discussion. Substantive motions are to be submitted to BCSTA by February 15, 2015.*

**1. Motion:**

THAT BCSTA urge the provincial government and the BC Teacher Regulation Branch to support BC post secondary schools with Bachelor of Education programs to implement mandatory course work for student teachers to develop skills to support social emotional learning for students.

**2. Motion:**

THAT BCSTA urge government to make youth mental health a priority for all government ministries.

**3. Motion:**

THAT BCSTA implement all recommendations from the Conflict of Interest committee report dated April 17, 2014.

**4. Motion:**

THAT BCSTA urge the Ministry of Education to direct sustainable funding to support district programs for youth mental health.

*Backgrounders attached:*

- *Excerpt from BCSTA 2014 Disposition of Motions*
- *Conflict of Interest Working Group Report*

NO.	TITLE	SPONSOR	RESOLUTION	DISPOSITION
2	Social and Emotional Learning	Thompson Okanagan Branch	That BCSTA urge the Ministry of Education and the BC Teacher Regulation Branch to work with all British Columbia post-secondary institutions with Bachelor of Education programs to implement mandatory coursework assisting student teachers to develop the skills to support students in their social and emotional learning.	CARRIED
3	BC Youth Mental Health	Thompson Okanagan Branch	That BCSTA request that the provincial government make youth mental health a priority for all provincial ministries that work with youth, and ensure that the resources are in place to evaluate and address youth mental health.	CARRIED
4	Supporting Students with Mental Health Issues	SD44 (North Vancouver)	That BCSTA urge the provincial government to adopt an 'inter-ministerial' approach to coordinating youth mental health services so that school districts and health authorities have the necessary support to deliver timely and seamless youth mental health services.	CARRIED
5	Sustainable Funding and Support for Mental Health and Wellness in Schools	SD62 (Sooke)	That BCSTA urge the provincial government to provide sustained funding for school district initiatives that support resilience, self worth, and social connectedness for youth experiencing mental health challenges.	CARRIED
6	Inter-Ministry Funding and Collaboration to Support Accessible Resources for Mentally Ill Youth	SD62 (Sooke)	That BCSTA urge the provincial government to: provide increased and sustainable funding for youth mental health services; and, improve collaborative, inter-ministerial cooperation in order to provide youth facing mental health challenges with easily accessible mental health resources.	CARRIED

From Conflict of Interest Working Group – Report April 17, 2014

1. That BCSTA adopt conflict of interest rules for BCSTA entities involved in collective bargaining. The School Act conflict of interest rules would apply to anyone involved in collective bargaining.
2. That the Provincial Government work with BCSTA and Boards of Education to establish a conflict of interest commissioner or some other expeditious and inexpensive process for determining whether a trustee has a conflict of interest with respect to a particular situation.
3. That BCSTA provide the necessary resources and support to review existing BCSTA resources regarding trustee conflict of interest, and develop additional resources for Boards of Education regarding trustee conflict of interest.

Background: These resources and support regarding trustee conflict of interest may include the following:

- Professional development for trustees regarding conflict of interest o Education for new and existing trustees o Workshop for Board chairs regarding addressing conflict of interest with their Boards o Secretary Treasurers and Superintendents be included in the training
- An expert Boards may contact when conflict of interest issues arise
- General resources for Boards regarding conflict of interest
- A conflict of interest policy template (as per Auditor General’s School District Board Governance Examinations recommendations: <https://www.bcauditor.com/pubs/2013/report2/school-district-boardgovernance-examinations>) that BCSTA can provide to Boards of Education setting out a best practice to follow.
- BCSTA communication reminding people informally about conflict of interest

*Note from Lori Pratt: When the Auditor General reviewed SD27, one of the identified areas to improve was to create a conflict of interest policy. As of June 2014, the SD27 board was waiting a policy template from CoI WG*

4. That BCSTA adopt the following bylaw to address conflict of interest rules applicable to those who participate in BCSTA’s bargaining structure.
  - a. “That no person with a direct or indirect pecuniary interest, within the meaning of the School Act in teacher or support staff collective bargaining, is eligible to be a member of a BCSTA committee that participates in teacher or support staff collective bargaining.”



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

**COMMITTEE OF THE WHOLE**  
**Held on Tuesday, January 27, 2014 at 9:30 a.m.**  
At the School Board Office – Gibsons, BC

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PRESENT: TRUSTEES: Betty Baxter, Chair; Lori Dixon; Dave Mewhort; Lori Pratt;  
Greg Russell; Pammila Ruth; Christine Younghusband  
STAFF/OTHERS: Patrick Bocking, Superintendent; Greg Kitchen, Assistant  
Superintendent; Nicholas Weswick, Secretary-Treasurer; Erica Reimer, Recording  
Secretary; Carolyn Smith

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The meeting was called to order at 9:34 a.m.

1. Strategic Plan – Review and Direction Setting for Consultation

A revised timeline and framework for the Strategic Plan consultation period was provided to committee members.

Trustees reviewed the framework and determined that one large consultation including staff, stakeholders, community partners and the general public was preferred over several smaller consultations. Trustees agreed that the consultation should occur on Monday, March 9 in the late afternoon, in order to allow sufficient time for planning of the event and the subsequent collection of data. Trustees made several suggestions for the format of the evening. Suggestions were also heard to provide personalized invitations wherever possible to encourage attendance. Advertisements through local media and social media would further encourage the involvement of the general public, with a request to RSVP to facilitate planning of the event. Child minding and transportation will also be considered in an effort to minimize barriers for participants.

Chair Baxter and Superintendent Bocking have arranged to attend all upcoming PAC meetings to provide information on the current Strategic Plan and to collect information prior to the consultation. The committee reviewed proposed questions that will be posed to PACs and suggested that the questions be provided well in advance of the meetings to allow for a more thorough discussion. It was further suggested that the consultations also address the following questions:

- What's going well?
- What needs improving?
- What do you want to see?

The committee agreed to naming the event “Visions for Education - Shaping our Communities Future” and made several suggestions for imagery and action phrases to encourage community participation. An additional Committee of the Whole will be

scheduled on February 12, 2015 for an update on planning of the forum and to provide an opportunity for a visioning session for the board.

2. Policy Review – Committee of the Whole Terms of Reference

Trustees discussed proposed changes to Policy 5 (Role of Board Committees), including the addition of terms of reference for the Committee of the Whole. Trustees suggested a slight rewording to the terms for clarity and made the following recommendation:

**Recommendations:**

“THAT section 5.8 (iii) of board policy 5 (Role of Board Committees) be updated as follows:

(iii) Superintendent Evaluation Committee

*Terms of Reference: 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 **all** trustees. Its meetings, called in coordination with the Superintendent Evaluation Cycle, will be Closed Sessions due to personnel matters.”*

“THAT section 5.8 (v) be added to board policy 5 (Role of Board Committees) as follows:

(v) Committee of the Whole

*Terms of Reference: The Committee of the Whole shall consider board orientation and evaluation; review the Governance section of board policies and bylaws; strategic planning and public consultation; appeals bylaw review and review school calendar and school growth plans each year. The Committee of the Whole shall act as the Audit committee for the school district. The Committee of the Whole is also the forum where the Board as a whole may discuss emerging issues in the structure and planning of provincial education and educational organizations and authorities, e.g.: BCPSEA, BCSTA or Ministry of Education consultations or initiatives.”*

Adjourned at 11:32 a.m.

**Next meeting:** February 12, 2015 at the School Board Office



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

**OPERATIONS COMMITTEE NOTES**  
**Held on Tuesday, January 27, 2014 at 12:30 p.m.**  
At the School Board Office – Gibsons, BC

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PRESENT: TRUSTEES: Dave Mewhort, Chair; Lori Pratt; Greg Russell; Betty Baxter  
STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick, Secretary-Treasurer; Phil Luporini, District Principal; Rob Collison, Manager of Facilities; Allyson Fawcus; Louise Herle; Ruth Emerson; Carolyn Smith; Janice Budgell

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Called to order at 12:32 pm

1. Community Partnerships – Rentals / Joint-Use

Secretary-Treasurer Weswick provided an update on the YMCA agreements for daycare space at the Sechelt Learning Centre and Gibsons Elementary school. In regards to the Joint-Use agreement with SCRD, Secretary-Treasurer Weswick indicated that staff continue to work towards an updated joint-use agreement. The next steps involve meeting with the current governing bodies to review the guiding principals for development of an agreement as well as the direction set at previous meetings. The committee asked for clarification on which municipalities were involved in joint-use and for additional information on funding by the municipalities. Secretary-Treasurer Weswick indicated both Gibsons and Sechelt have a participation agreement through the SCRD but was not aware of the level of funding they provided. Committee members suggested that consideration should be made for school facilities where user groups could potentially rearrange a teacher's arranged learning environment or make use of personal staff supplies and equipment.

2. Amended Budget

Secretary-Treasurer Weswick reported that higher than expected enrollment under funding protection had a substantial impact on the years budget. As a result, all items that had been flagged as contingent during the budget approval process would not receive funding in the current year. Secretary-Treasurer Weswick reviewed the district's revenue and expenses and reported that the district's expects to see a net loss of approximately \$470,000, which will be supplemented by unrestricted surplus funds. The final amended budget will be provided to the board in advance of the February regular meeting.

3. Preliminary Budget Feedback

SCTA president, Louise Herle, and CUPE president, Carolyn Smith spoke to budget submissions submitted on behalf of their respective unions. The SCTA has flagged English Language Learner needs and supports for international students as potential items for expenditure, along with equitable growth in the district Specialist Non-enrolling teacher positions, support for teacher mentorship and training, and the hiring of additional teaching staff as priorities. CUPE Local 801

has flagged additional clerical and administrative assistant support, a change in the utilization of site maintenance workers, centralized purchasing for supplies and technology and library assistants in all schools as items of priority. The committee discussed the submissions and the SCTA's support for an extended spring break. CUPE presented concerns regarding potential loss of wages during an extended break. Both budget submissions will be considered in the creation of the preliminary budget.

4. Carbon Neutral Capital Program Submission

Rob Collison, Manager of Facilities and Transportation, reported that a submission has been made to fund a new efficient boiler plant at Madeira Park Elementary, noting that the school currently uses propane for heating. The boiler plant encompasses pumping, transfer units and the boiler itself. Additional plans will address the current lack of fresh air ventilation in the school's gymnasium.

The meeting adjourned at 1:58 pm

**Next meeting:** February 19, 2015 at the School Board Office

DRAFT

Amended Annual Budget

## **School District No. 46 (Sunshine Coast)**

June 30, 2015



# School District No. 46 (Sunshine Coast)

June 30, 2015

## Table of Contents

Bylaw .....	1
Amended Annual Budget - Revenue and Expense - Statement 2 .....	2
Amended Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4 .....	4
Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1 .....	5
Amended Annual Budget - Operating Revenue and Expense - Schedule 2 .....	6
Schedule 2A - Amended Annual Budget - Schedule of Operating Revenue by Source .....	7
Schedule 2B - Amended Annual Budget - Schedule of Operating Expense by Source .....	8
Schedule 2C - Amended Annual Budget - Operating Expense by Function, Program and Object .....	9
Amended Annual Budget - Special Purpose Revenue and Expense - Schedule 3 .....	11
Schedule 3A - Amended Annual Budget - Changes in Special Purpose Funds .....	12
Amended Annual Budget - Capital Revenue and Expense - Schedule 4 .....	14

\*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

## AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 46 (SUNSHINE COAST) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2014/2015 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 46 (Sunshine Coast) Amended Annual Budget Bylaw for fiscal year 2014/2015.
3. The attached Statement 2 showing the estimated revenue and expense for the 2014/2015 fiscal year and the total budget bylaw amount of \$42,273,759 for the 2014/2015 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2014/2015.

READ A FIRST TIME THE 10th DAY OF FEBRUARY, 2015;

READ A SECOND TIME THE 10th DAY OF FEBRUARY, 2015;

READ A THIRD TIME, PASSED AND ADOPTED THE 10th DAY OF FEBRUARY, 2015;

(Corporate Seal)

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**Chairperson of the Board**

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**Secretary Treasurer**

I HEREBY CERTIFY this to be a true original of School District No. 46 (Sunshine Coast) Amended Annual Budget Bylaw 2014/2015, adopted by the Board the 10th DAY OF FEBRUARY, 2015.

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**Secretary Treasurer**

# School District No. 46 (Sunshine Coast)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2015

	2015 Amended Annual Budget	2014 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	3,042,250	3,042,625
Adult	15,000	12,313
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>3,057,250</b>	<b>3,054,938</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education	35,563,913	36,054,647
Tuition	130,000	105,000
Other Revenue	1,403,546	1,487,585
Rentals and Leases	60,000	60,000
Investment Income	87,000	82,000
Amortization of Deferred Capital Revenue	1,231,552	1,247,976
<b>Total Revenue</b>	<b>38,476,011</b>	<b>39,037,208</b>
<b>Expenses</b>		
Instruction	32,679,049	32,672,117
District Administration	1,838,882	1,762,882
Operations and Maintenance	6,525,357	6,483,135
Transportation and Housing	1,230,471	1,218,819
<b>Total Expense</b>	<b>42,273,759</b>	<b>42,136,953</b>
<b>Net Revenue (Expense)</b>	<b>(3,797,748)</b>	<b>(3,099,745)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>3,722,709</b>	<b>2,716,582</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(75,039)</b>	<b>(383,163)</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)	289,171	
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(364,210)	(383,163)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(75,039)</b>	<b>(383,163)</b>

# School District No. 46 (Sunshine Coast)

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2015

	2015 Amended Annual Budget	2014 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	37,962,976	38,134,633
Special Purpose Funds - Total Expense	2,715,021	2,371,181
Capital Fund - Total Expense	1,595,762	1,631,139
<b>Total Budget Bylaw Amount</b>	<b>42,273,759</b>	<b>42,136,953</b>

## Approved by the Board

\_\_\_\_\_  
Signature of the Chairperson of the Board of Education Date Signed

\_\_\_\_\_  
Signature of the Superintendent Date Signed

\_\_\_\_\_  
Signature of the Secretary Treasurer Date Signed

# School District No. 46 (Sunshine Coast)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)  
Year Ended June 30, 2015

	2015 Amended Annual Budget	2014 Amended Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<u>(3,797,748)</u>	<u>(3,099,745)</u>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Deferred Capital Revenue	<u>(3,700,000)</u>	
<b>Total Acquisition of Tangible Capital Assets</b>	<u>(3,700,000)</u>	-
Amortization of Tangible Capital Assets	<u>1,595,762</u>	1,631,139
<b>Total Effect of change in Tangible Capital Assets</b>	<u>(2,104,238)</u>	<u>1,631,139</u>
	<u>-</u>	<u>-</u>
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<u><u>(5,901,986)</u></u>	<u><u>(1,468,606)</u></u>

# School District No. 46 (Sunshine Coast)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
Year Ended June 30, 2015

	<b>Operating Fund</b>	<b>Special Purpose Fund</b>	<b>Capital Fund</b>	<b>2015 Amended Annual Budget</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Accumulated Surplus (Deficit), beginning of year</b>	3,722,709		7,871,248	<b>11,593,957</b>
<b>Changes for the year</b>				
Net Revenue (Expense) for the year	(3,433,538)		(364,210)	<b>(3,797,748)</b>
<b>Net Changes for the year</b>	<b>(3,433,538)</b>	<b>-</b>	<b>(364,210)</b>	<b>(3,797,748)</b>
<b>Budgeted Accumulated Surplus (Deficit), end of year</b>	<b>289,171</b>	<b>-</b>	<b>7,507,038</b>	<b>7,796,209</b>

# School District No. 46 (Sunshine Coast)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense  
Year Ended June 30, 2015

	2015 Amended Annual Budget	2014 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	33,756,738	34,665,966
Tuition	130,000	105,000
Other Revenue	502,700	512,085
Rentals and Leases	60,000	60,000
Investment Income	80,000	75,000
<b>Total Revenue</b>	<b>34,529,438</b>	<b>35,418,051</b>
<b>Expenses</b>		
Instruction	30,284,234	30,509,603
District Administration	1,838,882	1,762,882
Operations and Maintenance	4,718,325	4,722,630
Transportation and Housing	1,121,535	1,139,518
<b>Total Expense</b>	<b>37,962,976</b>	<b>38,134,633</b>
<b>Net Revenue (Expense)</b>	<b>(3,433,538)</b>	<b>(2,716,582)</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>3,722,709</b>	<b>2,716,582</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>289,171</b>	<b>-</b>

# School District No. 46 (Sunshine Coast)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2015

	2015 Amended Annual Budget	2014 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	33,531,832	34,116,766
Strike Savings Recovery	(950,944)	
Other Ministry of Education Grants		
Pay Equity	510,381	510,381
Labour Settlement Funding	626,650	
FSA Scorer Funds	8,696	8,696
Education Guarantee	5,123	5,123
Carbon Tax Reimbursement	25,000	25,000
<b>Total Provincial Grants - Ministry of Education</b>	<b>33,756,738</b>	<b>34,665,966</b>
<b>Tuition</b>		
Offshore Tuition Fees	130,000	105,000
<b>Total Tuition</b>	<b>130,000</b>	<b>105,000</b>
<b>Other Revenues</b>		
Other School District/Education Authorities	495,000	509,385
Miscellaneous		
Art Starts	7,700	2,700
<b>Total Other Revenue</b>	<b>502,700</b>	<b>512,085</b>
<b>Rentals and Leases</b>	<b>60,000</b>	<b>60,000</b>
<b>Investment Income</b>	<b>80,000</b>	<b>75,000</b>
<b>Total Operating Revenue</b>	<b>34,529,438</b>	<b>35,418,051</b>



# School District No. 46 (Sunshine Coast)

Amended Annual Budget - Schedule of Operating Expense by Source  
Year Ended June 30, 2015

	2015 Amended Annual Budget	2014 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	13,498,755	13,815,061
Principals and Vice Principals	1,710,566	1,732,549
Educational Assistants	2,677,426	2,563,799
Support Staff	3,994,644	3,963,072
Other Professionals	1,186,147	1,132,720
Substitutes	2,396,440	2,537,557
<b>Total Salaries</b>	<b>25,463,978</b>	<b>25,744,758</b>
<b>Employee Benefits</b>	<b>5,900,234</b>	<b>5,879,719</b>
<b>Total Salaries and Benefits</b>	<b>31,364,212</b>	<b>31,624,477</b>
<b>Services and Supplies</b>		
Services	686,205	664,670
Student Transportation	1,080,900	1,099,230
Professional Development and Travel	268,364	235,182
Rentals and Leases	33,000	36,000
Dues and Fees	49,500	43,500
Insurance	83,000	83,000
Interest		-
Supplies	3,651,795	3,598,574
Utilities	746,000	750,000
<b>Total Services and Supplies</b>	<b>6,598,764</b>	<b>6,510,156</b>
<b>Total Operating Expense</b>	<b>37,962,976</b>	<b>38,134,633</b>

# School District No. 46 (Sunshine Coast)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2015

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	10,310,151	305,519		487,760		2,276,799	13,380,229
1.03 Career Programs	49,980	21,986					71,966
1.07 Library Services	255,118			94,351			349,469
1.08 Counselling	402,279			121,779			524,058
1.10 Special Education	2,097,924	212,234	2,677,426	277,000		94,641	5,359,225
1.30 English Language Learning	73,500						73,500
1.31 Aboriginal Education	309,803	39,430					349,233
1.41 School Administration		1,131,397		496,132			1,627,529
1.62 Off Shore Students					71,500		71,500
1.64 Other				41,769			41,769
<b>Total Function 1</b>	<b>13,498,755</b>	<b>1,710,566</b>	<b>2,677,426</b>	<b>1,518,791</b>	<b>71,500</b>	<b>2,371,440</b>	<b>21,848,478</b>
<b>4 District Administration</b>							
4.11 Educational Administration					360,830		360,830
4.40 School District Governance					98,287		98,287
4.41 Business Administration				124,109	508,030	25,000	657,139
<b>Total Function 4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>124,109</b>	<b>967,147</b>	<b>25,000</b>	<b>1,116,256</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				44,376	126,400		170,776
5.50 Maintenance Operations				2,236,791			2,236,791
5.52 Maintenance of Grounds				59,266			59,266
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,340,433</b>	<b>126,400</b>	<b>-</b>	<b>2,466,833</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration					21,100		21,100
7.70 Student Transportation				11,311			11,311
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,311</b>	<b>21,100</b>	<b>-</b>	<b>32,411</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>13,498,755</b>	<b>1,710,566</b>	<b>2,677,426</b>	<b>3,994,644</b>	<b>1,186,147</b>	<b>2,396,440</b>	<b>25,463,978</b>

# School District No. 46 (Sunshine Coast)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2015

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2015 Amended Annual Budget	2014 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	13,380,229	2,725,375	16,105,604	2,182,572	18,288,176	19,348,601
1.03 Career Programs	71,966	17,075	89,041	1,500	90,541	66,394
1.07 Library Services	349,469	88,641	438,110	64,317	502,427	467,430
1.08 Counselling	524,058	104,915	628,973	1,000	629,973	485,408
1.10 Special Education	5,359,225	1,497,750	6,856,975	224,049	7,081,024	7,003,379
1.30 English Language Learning	73,500	18,008	91,508	141,725	233,233	174,440
1.31 Aboriginal Education	349,233	85,562	434,795	566,485	1,001,280	855,252
1.41 School Administration	1,627,529	406,168	2,033,697	117,200	2,150,897	1,718,437
1.62 Off Shore Students	71,500	18,500	90,000	22,467	112,467	113,000
1.64 Other	41,769	11,570	53,339	140,877	194,216	277,262
<b>Total Function 1</b>	<b>21,848,478</b>	<b>4,973,564</b>	<b>26,822,042</b>	<b>3,462,192</b>	<b>30,284,234</b>	<b>30,509,603</b>
<b>4 District Administration</b>						
4.11 Educational Administration	360,830	91,057	451,887	15,000	466,887	439,158
4.40 School District Governance	98,287	983	99,270	112,000	211,270	190,270
4.41 Business Administration	657,139	167,736	824,875	335,850	1,160,725	1,133,454
<b>Total Function 4</b>	<b>1,116,256</b>	<b>259,776</b>	<b>1,376,032</b>	<b>462,850</b>	<b>1,838,882</b>	<b>1,762,882</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	170,776	44,000	214,776	85,000	299,776	259,474
5.50 Maintenance Operations	2,236,791	598,668	2,835,459	711,822	3,547,281	3,591,146
5.52 Maintenance of Grounds	59,266	16,002	75,268	50,000	125,268	122,010
5.56 Utilities	-	-	-	746,000	746,000	750,000
<b>Total Function 5</b>	<b>2,466,833</b>	<b>658,670</b>	<b>3,125,503</b>	<b>1,592,822</b>	<b>4,718,325</b>	<b>4,722,630</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	21,100	5,170	26,270	-	26,270	26,544
7.70 Student Transportation	11,311	3,054	14,365	1,080,900	1,095,265	1,112,974
<b>Total Function 7</b>	<b>32,411</b>	<b>8,224</b>	<b>40,635</b>	<b>1,080,900</b>	<b>1,121,535</b>	<b>1,139,518</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>25,463,978</b>	<b>5,900,234</b>	<b>31,364,212</b>	<b>6,598,764</b>	<b>37,962,976</b>	<b>38,134,633</b>

# School District No. 46 (Sunshine Coast)

Amended Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2015

	<u>2015 Amended Annual Budget</u>	<u>2014 Amended Annual Budget</u>
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	1,807,175	1,388,681
Other Revenue	900,846	975,500
Investment Income	7,000	7,000
<b>Total Revenue</b>	<u>2,715,021</u>	<u>2,371,181</u>
<b>Expenses</b>		
Instruction	2,394,815	2,162,514
Operations and Maintenance	320,206	208,667
<b>Total Expense</b>	<u>2,715,021</u>	<u>2,371,181</u>
<b>Budgeted Surplus (Deficit), for the year</b>	<u>-</u>	<u>-</u>

# School District No. 46 (Sunshine Coast)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2015

	Annual Facility Grant	Learning Improvement Fund	Aboriginal Education Technology	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	106,884	20,533	3,523	24,851	599,768	504,218			29,490
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	213,322	676,596					192,000	24,500	15,535
Other					60,000	800,000			
Investment Income					7,000				
	213,322	676,596	-	-	67,000	800,000	192,000	24,500	15,535
<b>Less:</b> Allocated to Revenue	320,206	697,129	3,523	24,851	67,000	800,000	192,000	24,500	45,025
<b>Deferred Revenue, end of year</b>	-	-	-	-	<b>599,768</b>	<b>504,218</b>	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	320,206	697,129	3,523	24,851			192,000	24,500	45,025
Other Revenue					60,000	800,000			
Investment Income					7,000				
	320,206	697,129	3,523	24,851	67,000	800,000	192,000	24,500	45,025
<b>Expenses</b>									
Salaries									
Teachers		520,623					130,120		
Principals and Vice Principals									
Support Staff	111,000	57,000							
	111,000	577,623	-	-	-	-	130,120	-	-
Employee Benefits	30,000	119,506	3,523	24,851			31,880		
Services and Supplies	179,206				67,000	800,000	30,000	24,500	45,025
	320,206	697,129	3,523	24,851	67,000	800,000	192,000	24,500	45,025
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

# School District No. 46 (Sunshine Coast)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2015

	CommunityLINK	Literacy Misc-MOE	Misc Other Grants	TOTAL
	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	13,890	1,931	40,846	<b>1,345,934</b>
<b>Add:</b> Restricted Grants				
Provincial Grants - Ministry of Education	484,120			<b>1,606,073</b>
Other				<b>860,000</b>
Investment Income				<b>7,000</b>
	484,120	-	-	<b>2,473,073</b>
<b>Less:</b> Allocated to Revenue	498,010	1,931	40,846	<b>2,715,021</b>
<b>Deferred Revenue, end of year</b>	-	-	-	<b>1,103,986</b>
<b>Revenues</b>				
Provincial Grants - Ministry of Education	498,010	1,931		<b>1,807,175</b>
Other Revenue			40,846	<b>900,846</b>
Investment Income				<b>7,000</b>
	498,010	1,931	40,846	<b>2,715,021</b>
<b>Expenses</b>				
Salaries				
Teachers	73,000			<b>723,743</b>
Principals and Vice Principals	140,000			<b>140,000</b>
Support Staff				<b>168,000</b>
	213,000	-	-	<b>1,031,743</b>
Employee Benefits	55,000			<b>264,760</b>
Services and Supplies	230,010	1,931	40,846	<b>1,418,518</b>
	498,010	1,931	40,846	<b>2,715,021</b>
<b>Net Revenue (Expense)</b>	-	-	-	-

# School District No. 46 (Sunshine Coast)

Amended Annual Budget - Capital Revenue and Expense  
 Year Ended June 30, 2015

	2015 Amended Annual Budget			2014 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Provincial Grants				
Amortization of Deferred Capital Revenue	1,231,552		1,231,552	1,247,976
<b>Total Revenue</b>	<b>1,231,552</b>	-	<b>1,231,552</b>	1,247,976
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,486,826		1,486,826	1,551,838
Transportation and Housing	108,936		108,936	79,301
<b>Total Expense</b>	<b>1,595,762</b>	-	<b>1,595,762</b>	1,631,139
<b>Net Revenue (Expense)</b>	<b>(364,210)</b>	-	<b>(364,210)</b>	(383,163)
<b>Net Transfers (to) from other funds</b>				
<b>Total Net Transfers</b>	-	-	-	-
<b>Other Adjustments to Fund Balances</b>				
<b>Total Other Adjustments to Fund Balances</b>	-	-	-	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(364,210)</b>	-	<b>(364,210)</b>	(383,163)

**School District No. 46 (Sunshine Coast)**  
**Amended Annual Budget Bylaw for the fiscal year 2014/2015**

- 1) Motion:  
“THAT School District No. 46 (Sunshine Coast) Amended Annual Budget Bylaw for the fiscal year 2014/2015 be read for a first time.”
  
- 2) Motion:  
“THAT School District No. 46 (Sunshine Coast) Amended Annual Budget Bylaw for the fiscal year 2014/2015 be read for a second time.”

*Requires unanimous approval before third reading.*

- 3) Motion:  
“THAT School District No. 46 (Sunshine Coast) Amended Annual Budget Bylaw for the fiscal year 2014/2015 be read for a third time, passed and adopted.”





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

**EDUCATION COMMITTEE NOTES**  
**Held on Wednesday, January 28, 2014 at 10:30 a.m.**  
At the School Board Office – Gibsons, BC

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PRESENT: TRUSTEES: Christine Younghusband, Chair; Greg Russell; Pammila Ruth; Dave Mewhort; Betty Baxter

STAFF/OTHERS: Patrick Bocking, Superintendent; Greg Kitchen, Assistant Superintendent; Carolyn Spence, Principal; Paul Bishop, Principal; Lee-Ann Ennis, Erica Reimer, Recording Secretary; Carolyn Smith; Louise Herle

REGRETS: Vanessa White, Lenora Joe, Lori Dixon

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Called to order at 10:35 am

1. International Education

Assistant Superintendent Kitchen provided a report and indicated that currently the school district has 20 international education students registered with a total of 12 FTE. The school district has implemented changes to the school start-up and orientation for international students to allow for a smoother transition. A program consultant has been hired on a contract basis to promote and grow the international program and ensure future growth. The school district is contemplating a suggestion to offer a twinning program whereby international students would study a period of time within SD46 and our student would in turn study abroad for a period of time. Future plans for the experienced consultant include a comprehensive assessment of current students and agents, as well as program development, promotion and recruitment, and eventually research and training of SD46 staff once a suitable program has been established. A draft website is near completion and will include valuable materials to promote the school district to international students.

The committee discussed challenges and successes in previous attempts to develop an international education program. Benefits of international education to students would include the strong and lasting friendships developed with international students, and providing opportunities for better cultural awareness and the global community.

2. School Visit Reflections

Trustees present at the Education Committee meeting reflected on their recent visits to schools as part of their review of school development plans. Trustees noted their appreciation for the hard work of principals in preparing for their visit and the enthusiasm of students in visiting classes. Trustees also thanked staff for providing the school development plans well in advance of the visits, which provided an opportunity for a thorough review prior to visiting the schools.

3. BAA Course Proposal: Coastal Ecological Stewardship

Principal, Paul Bishop, spoke to the Board Authorized course proposal developed by Pender Harbour instructor, Jay Walls, commenting that the course presents a great opportunity, sound in terms of instruction and assessment with lots of opportunity for self directed studies. Trustees expressed their support for the proposed course and environmental education programming in general. Superintendent Bocking formally endorsed the course proposal.

**Recommendation:**

“THAT the Board of Education of School District No. 46 (Sunshine Coast) support the BAA Course Proposal: Coastal Ecological Stewardship.”

4. Parent Engagement

Trustee Baxter reported back on the recent DPAC meeting. She indicated that the meeting was very well attended and parents were engaged in each agenda topic. The new format for the meeting ends with a large active group discussion – the focus of which was hot lunch programs.

Superintendent Bocking indicated that the Parent Teacher Communication Committee will soon be created and will concentrate once more on developing structures that reinforce and improve parent teacher communications throughout the school district.

The meeting adjourned at 12:01pm

**Next meeting:** February 25, 2015 at the School Board Office