



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

COMMITTEE OF THE WHOLE NOTES

Held on April 26, 2016 at 9:30 a.m.

At the School Board Office, Gibsons, B.C.

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

STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick, Secretary-Treasurer; Paul Bishop, Director of Instruction; Marnie Baba, CUPE Local 801; Erica Reimer, Executive Assistant (Recording Secretary)

REGRETS: Lori Dixon, Trustee; Vanessa White, Director of Instruction

The meeting was called to order at 9:36 a.m.

1. Trustee Email / FOIPOP

Secretary-Treasurer Weswick suggested that trustees consider using their school district provided accounts for all trustee communication so as to better align with the Freedom of Information and Protection of Privacy Act. The current practice of forwarding school district emails to personal accounts can put both the trustee and school district at risk for a number of reasons, including non-compliance with FOIPOP when email servers hold data on US soil, increase difficulties in managing information needed for Freedom of Information requests, and the lack of security of some personal email providers.

Trustees discussed the request and agreed to move to the district email program as a matter of practice. Trustees requested that additional storage be provided through First Class. Trustees will contact Erica Reimer when they are ready to transition to the First Class email system.

A recommendation was made the to create a policy that outlines the best practice for trustee email.

RECOMMENDATION:

“To create a policy that would require Trustees to use School District No. 46 email account for school business to put us in compliance with FOIPOP and increase security.”

The recommendation will come to agenda setting for scheduling in the Policy Committee agenda item queue.

2. Trustee Electoral Areas

Secretary-Treasurer Weswick reported that while the board has included all of Sechelt Indian Government District (SIGD) lands in the description of Trustee Electoral Area (TEA) 2 in their Electoral Areas Bylaw No. 73, the ministerial order that defines the school district’s electoral areas excludes certain SIGD lands in their metes and boundaries descriptions. The ministry has acknowledged the error and is requesting the board’s cooperation in updating the electoral areas for the school district. As part of the process, the board has been asked to engage in the Trustee Electoral Variance process to determine how to best define the electoral areas within the school district’s boundaries.

Secretary-Treasurer Weswick also acknowledged that while some SIGD lands are excluded in the ministry's TEA descriptions, other are included within TEA 1 (Rural Areas A&B) which is incongruent with the board's description of the TEAs.

Trustees discussed engaging in a greater review of the TEAs and discussed several options for representation, including:

- Listing SIGD regions within the geographic TEA in which they reside and redistributing the number of trustees elected by area if necessary.
- Including all SIGD lands in the Sechelt TEA and redistributing the number of trustees elected by area if necessary.
- Identifying SIGD lands as a single TEA with an elected trustee and redistributing the number of trustees in other TEAs.
- Including all SIGD lands in one TEA regardless of their physical location (status quo).

Trustees discussed previous electoral variance submissions and suggested reviewing the file to analyze changes to representation by population. Trustees proposed the following timeline:

- (a) Prepare options and return to Committee of the Whole in May/June for further discussion.
- (b) Initiate consultation process with SIGD and other local governments.
- (c) Prepare for public consultation in fall of 2016.
- (d) Submit variance request to ministry approximately twelve months prior to the November 2018 election.
- (e) Amend local bylaw to match ministerial order, once updated.

Secretary-Treasurer Weswick reviewed the trustee variation guidelines and shared requirements described in the ministry's defined process.

Trustees suggested soliciting additional information from the ministry as to what might be considered as acceptable proposals for the variance and what expectations are regarding consultations and timelines. Information to be brought back to Committee of the Whole, along with proposals for revised TEAs, for further discussion.

3. Communication (standing item)

Superintendent Bocking reported that the Parent Communication survey closed in early April with over 300 responses to the survey. The results will be reviewed with the Parent Communication Committee. Preliminary review suggests that the district is doing a good job with communication.

The meeting adjourned at 11:06 a.m.

Next Meeting: from 9:30 a.m. to 11:30 a.m. at the School Board Office.