



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

**EDUCATION COMMITTEE  
AGENDA**

Wednesday, September 27<sup>th</sup>, 2017 from 2:30-4:00 pm  
School Board Office – Gibsons, BC

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- 1) Strategic Plan 1.g. – Outdoor Education
- 2) Strategic Plan 2.d. – Parent Communication
- 3) Grad Exit Survey
- 4) Untargeted Charitable Donations
- 5) Curriculum (standing item)
- 6) Parent Engagement (standing item)

## 2016-17 Charitable Donation Report

Aboriginal Education (Pulling Together, Students in Need)	\$ 3,950
Breakfast 4 Kids	\$ 3,060
Bursaries	\$ 81,736
Cedar Grove Elementary (General, grade 7 trip and tye-dye)	\$ 1,150
Davis Bay Elementary (Greenhouse)	\$ 5,250
DSLTT (Talent Show)	\$ 2,500
Elphinstone Secondary (Art department)	\$ 1,000
Gibsons Elementary (Music Program)	\$ 3,000
Halfmoon Bay Elementary (General, iPads and Yearbook)	\$ 3,730
Imagination Library	\$ 8,000
Kinnikinnick (General)	\$ 2,000
Pender Harbour Secondary (Girls soccer team)	\$ 2,725
StrongStart (General)	\$ 100
West Sechelt Elementary (General and carnival)	\$ 3,000
<b>Untargeted donation</b>	<b>\$ 260</b>
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	121,461.81

### Various Gifts in Kind:

Full face helmets for biking (CSS)

Soil

Irrigation supplies for MPES

Games, tablecloths, frames for SCAS

Art auction donations benefiting GES Playground



School District No. 46 (Sunshine Coast)

# Administrative Regulations

## FINANCE

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### DONATIONS

**Purpose:**

The Board of Education of School District No. 46 (Sunshine Coast) encourages donations of “gifts” and “gifts-in-kind” to the School District in the form of cash donations and/or used and new equipment that will be valued as having instructional and/or technological benefit to the School District.

**Practices:**

**1. Definitions:**

In this regulation:

- a. “Gift” is defined as a voluntary and gratuitous transfer of cash, real or personal property for which no right, privilege, material benefit will accrue to the donor.
- b. “Gift-in-Kind” is a donation in any form other than cash or cheque and normally requires valuation for tax receipt purposes.

**2. Conditions of Gift Acceptance**

In considering a gift-in-kind:

- a. School District No. 46 (Sunshine Coast) must first agree to accept the terms and conditions, including the associated costs, upon which the gift has been offered.
- b. The gift should be such that it can be retained as a School District No. 46 (Sunshine Coast) asset and used in connection with School District activities, with discretion as to its use and management, or disposed of for cash or cash equivalent.
- c. School District No. 46 (Sunshine Coast) considers potential liabilities, including environmental issues that may arise from the acceptance of a particular gift-in-kind.

**3. Gifts**

A gift is made in any circumstance where all of the conditions listed below are satisfied:

- a. Cash, real property, or personal property is transferred by a donor to the School District.

**Date adopted:** June 8, 2010  
**Revised:** October 2010, November 2013, May 2014

**Reference:** Board Policy 12.2

**Supt. Signature:**



School District No. 46 (Sunshine Coast)

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### DONATIONS (continued)

- b. The transfer is voluntary.
- c. The transfer is made without expectation of return. No consideration – no benefit of any kind – to the donor or to anyone designated by the donor, may result from the payment.
- d. Notwithstanding the above, the donor may designate an established School District scholarship or bursary fund, building project, or targeted program or school of study as approved by the Superintendent.
- e. When cash or a cheque that qualifies as a donation is received, it must be sent, with backup documentation to the Secretary-Treasurer for processing.

#### 4. Gifts-in-Kind

Persons authorized on behalf of School District No. 46 (Sunshine Coast), to accept gifts that are valued over \$1,000 are the Superintendent or Secretary-Treasurer.

#### 5. Approval

The Superintendent must approve:

- a. Any gift which, in the opinion of the Secretary-Treasurer, exposes School District No. 46 (Sunshine Coast) to an uncertain and potentially significant liability.
- b. Any gift which, in the opinion of the Secretary-Treasurer, is precedent setting or involves sensitive issues.

#### 6. Receipts

Receipts for gifts-in-kind will be made according to the following guidelines:

- a. Revenue Canada requires satisfactory evidence of fair market value of the gift. The generally accepted meaning of “fair market value” is the price the property would bring in an open market transaction between a willing buyer and a willing seller acting independently of each other and each having full knowledge of the facts. Gifts valued at less than \$1,000 can be appraised by a School District staff member, provided the staff member is knowledgeable in the field of the gift and qualified to appraise the gift for its fair market value. An example is the donation of books

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**DONATIONS (continued)**

valued by the librarian. All such gifts and appraisals are subject to the prior approval of the Secretary-Treasurer.

- b. Gifts valued over \$1,000 must be appraised by an independent appraiser in consultation with the Secretary-Treasurer.
- c. School District No. 46 (Sunshine Coast) is a registered charity and can issue receipts for cash donations for income tax purposes under the Income Tax Act.

Nothing should be done by any member of staff, which might be construed as an acceptance of a gift until the decision to accept has been made.

**7. Use of Donations**

Donations will be used for the purpose intended by the donor. If donations have not been targeted to a specific location or program, their use will be determined by the Superintendent, in consultation with the Education Committee, on an annual basis.

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School Supply Lists

Busing

Cross Boundary Application

Elementary Distance/Online

DPAC

Home Schooling

Kindergarten Information

Internet Safety

Mental Health - Adults

Mental Health - Youth

Report Card Changes

Secondary Distance/Online

Youth Violence News Bulletin

DPAC

DPAC Meetings for 2017-2018

Thursdays (4th Thursday/school month) 7 pm to 9 pm

September 28 - CSS Library - *Celebrating Our Success and What's Next for your Child?*

October 26 - CSS Library - *Your Child's Outdoor Educational Experiences in SD46*

November 23 - PHSS Library - *Communication that Supports your Child's Learning*

January 25 - ESS Library - *Schools and Parents: Partners in Early Learning*

February 22 - CSS Library - *Learning Math in Elementary Schools*

April 26 - PHSS Library - *What is Next After High School for my Child?*

May 24 - ESS Library - *Embracing Indigenous Learning in Schools*

The 2017 DPAC Executive:

Chair: Allyson Fawcus

Vice-Chair: Jo Thomson

Secretary: TBD

Treasurer: Barry Janyk

Parent Representative to the Operations Committee: Allyson Fawcus

Parent Representative to the Education Committee: Allen Stevenson

Parent Representative to the Healthy Schools Committee: Marilyn Baines

Parent Representatives to the District Parent-Teacher Communication Committee: Allyson Fawcus

DPAC - District Advisory Committee for School District No. 46 (Sunshine Coast).

[Read the DPAC brochure](#)

Please view our DPAC video on YouTube. Access it at <https://youtu.be/bzTcC0RQfpg>

**Want to find out more about DPAC?** Peruse the website of the provincial PAC body, **BCCPAC** (BC Confederation of Parent Advisory Councils).

Other documents that will help you understand the DPAC's role: [Ministry of Education Manual of School Law](#). Go to Division 2 - Parents, once you download the *School Act* in the Manual of School Law.

**Sunshine Coast DPAC Constitution and Bylaws – click here to read the May 2015 Revised Constitution and Bylaws**

**What is DPAC? What is a PAC?**

*Each school in our district is required to have a Parent Advisory Council (PAC). The role for the council is to advise the principal about the parent community's thoughts on school matters. All meetings are public and any parent or guardian of the school is welcome to attend. Specific issues or concerns regarding individual students are not handled at PAC meetings. Contacting the principal to schedule a meeting is more appropriate for those issues.*

*At the district level, the DPAC (District Parent Advisory Council) is an opportunity for parents, principals, senior administration and trustees to learn together about how we can support our schools right across the district to be as effective as possible. We have presentations on curriculum issues, operational issues (budget, staffing, facilities) and conversations about parent and guardian perspective of where we should be focusing our efforts in our district.*

*Each PAC is encouraged to send a delegate or two (or more!) to the DPAC meeting.*

News & Updates

**Superintendent's Report to the Board - September 2017**

Please read the latest Superintendent's Report to the Board - September 13, 2017. ...  
Wed., Sep 13 '17 @ 10:16PM

**Coast Reporter - SD46 School Annual Report to the Community**

files/Coast Reporter - SD46 School Annual Report to the...  
Fri., Sep 1 '17 @ 06:53PM

**NOTICE - TRAFFIC INTERRUPTION**

NOTICE OF TRAFFIC INTERRUPTION IN THE GIBSONS AREA: files/Notice - Traffic Interruption .pdf ...  
Fri., Sep 1 '17 @ 06:40PM

**Wishing everyone a safe summer**

Please listen to Lily...  
Wed., Jul 5 '17 @ 04:58PM