



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)
COMMITTEE OF THE WHOLE NOTES**

Tuesday, October 22, 2019, 11:15 a.m.
School Board Office - Gibsons, BC

TRUSTEES: P. Ruth (Committee Chair), A. Amaral, S. Girard, M. Hampvent, S. Haines, S. Leech, T. Ste. Marie

STAFF: P. Bocking, Superintendent; N. Weswick, Secretary-Treasurer; K. Kerr, Director of Instruction; P. Bishop, Director of Instruction; S. Murawsky, Communications Officer; S. Mackenzie, CUPE Local 801, L. Leskie, CUPE Local 801; E. Reimer, Executive Assistant (Recording Secretary)

1. Call to Order

Chair Ruth called the meeting to order at 11:16 a.m. Trustee Ste. Marie attended the meeting via teleconference.

2. Communicate (3.a.)

Our district will effectively communicate with students, staff and the community.

Communications Officer, Stephanie Murawsky, provided a handout outlining the various efforts to enhance communications throughout the school district, including:

- New district branding guide,
- Updated logos for schools,
- New district website launched in September 2019,
- Website and Facebook integration
- Updated district calendar, which community members can subscribe to from the district website,
- Updated school websites will be going live by the end of October 2019,
- Strategic plan communication with new brochures and posters,
- Superintendent and communication officer visits to all PACs to present the new strategic plan and district website,
- Dinner workshop for PAC representatives, principals and members of the Family Engagement Committee to learn effective ways to run a meeting.
- Radio advertisements recorded by students for radio station 91.7 FM.
- Newspaper notices and advertisements
- Internal staff newsletter "EduCoaster"- published one a month and distributed electronically to all staff.
- Superintendent Bocking and Executive Assistant Murawsky tour schools in recognition of World Teachers Day, Christmas and at the end of the school year.

- Superintendent video messages for staff and community.

The committee discussed the website and recognized the high school apps as another valuable tool for communication.

3. External Committee Reports

Chair Ruth indicated that routine reports from trustees' will be integrated in to the public board meeting, as part of the board report. Trustees' are invited to send their monthly report to the chair, in advance of the regular board meeting, for inclusion in the board package or for the consideration of the agenda setting committee for deeper discussion at the committee level.

The committee discussed best ways to manage emergent items and agreed that those issues should be shared with the chair and superintendent to ensure timely action, as well as for the consideration of the agenda setting committee.

Secretary-Treasurer Weswick suggested a trustee attend future BC Ferries Advisory Committee (FAC) meetings. Trustee Haines agreed to the appointment to the committee.

4. Visioning and Planning (3.b.)

Our district will engage in visioning and planning with local governments.

The committee discussed the Intergovernmental Meeting agenda set for November 25, 2019 and hosted by the Town of Gibsons. Trustees agreed that a round table discussion on the benefits of the student voice would be valuable, along with a presentation of the district's new strategic plan.

The committee broke for a short lunch break from 12:15 to 12:34 pm

5. Policy Review (standing item)

a. Role of Board Committees

The committee reviewed Policy 5 (Role of Board Committees) and agreed to the following edits:

- Strike item 5.7 as the timing of appointments to board committees are defined in bylaw 62.
- Remove the reference to "education policy" in the terms of reference for the Education Standing Committee (5.8.i.) as policy will be a standing item at Committee of the Whole.
- Revise the terms of reference for the Operations Standing Committee (5.8.ii.) by removing the references to "policies" and adding language to specify that the committee will only consider zoning referrals that are significant to board operations. Additional language was added to clarify that trustees appointed to the Operations Committee will also serve as members of the Joint Use Committee.
- Strike the Policy Standing Committee (5.8.iii) and incorporate in the terms of reference for the Committee of the Whole (5.8.vi) as a standing item.

RECOMMENDATION: "TO update Policy 5 – Role of Board Committees, as attached."

6. Communication Plan (standing item)

The committee reviewed the communication plan. Superintendent Bocking requested a conversation around student vaping at the November Committee of the Whole.

7. Adjourn

The meeting adjourned at 1:16 p.m.