

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

COMMITTEE OF THE WHOLE AGENDA

Tuesday, March 30, 2021, 12:00 p.m.
<https://www.youtube.com/user/SD46Schools>

	Pages
1. Call to Order - 12:00 pm	
2. School Growth Plan Presentations - 12:00 pm	
a. Gibsons Elementary	
b. Pender Harbour Secondary	
c. Sunshine Coast Alternative School	
d. Chatelech Secondary School	
3. Housing Needs - 1:00 pm	1
4. Policy Review (standing item) - 1:30 pm	
a. District Email (21)	6
b. Access to Information (71)	7
c. Debate (59)	8
5. Regulations for Review - 2:05 pm	
a. Regulation 3080 - First Aid	9
6. Communication Plan (standing item) - 2:25 pm	12
7. Adjourn - 2:30 pm	

Sunshine Coast Call to Action

UPDATED March 1, 2021

We stand together as community leaders, located within the territories of the shíshálh and Skwxwú7mesh Nations, expressing our highest concern for the housing crisis afflicting the Sunshine Coast.

As we urgently sustain efforts to overcome a global pandemic, we will give equal and increased urgency to providing safe and secure housing for residents of the Sunshine Coast. The combined pressures of the pandemic and a hyper-inflated housing market have contributed to increasing numbers of unsheltered people, evictions due to house sales, and long waiting lists for a diminishing stock of housing units. This housing crisis is the single greatest threat to equitable and sustainable communities as well as economic development on the Sunshine Coast.

As community leaders, we have a unique and important role in building housing on the Sunshine Coast. We are on the front lines - often providing services to those who are impacted by the housing crisis. Residents and businesses look to us for support as they face stressful situations. Coming together to address this crisis will help us provide guidance, reassurance and a hopeful confidence that we can achieve meaningful change. At the same time, a collaborative approach will allow us to step up our efforts for equity, inclusion, and social justice.

The 2020 Sunshine Coast Housing Needs Report showed that across the Coast, median-earning households are priced out of homeownership and renter households struggle to find available and appropriately priced long-term rentals. The average sales price for a detached dwelling increased by more than 50% between 2016 and 2019. Over that same period, the cost of rent nearly doubled in electoral areas, while it increased by close to 40% in the municipalities. In 2016, there were approximately 1,175 renter and 860 owner households in Core housing Need, living in unacceptable conditions and unable to afford acceptable alternative housing. The 2020 homeless count conducted in Sechelt, Gibsons and Roberts Creek found 84 people living in shelters, “couch surfing,” or living outdoors – up from the 57 people identified in a 2018 count.

It is easy to get overwhelmed by the sense of urgency around these issues, but as local leaders we commit to using this urgency as an opportunity for action and forward momentum, and most importantly as an opportunity to come at these issues with new ways of thinking and acting together. Further, we must look to those with lived experience of housing instability to inform solutions to our collective challenges.

The steps needed to address the housing crisis require a new approach to the construction and use of housing on the Sunshine Coast. In rethinking how we house people, we have an incredible opportunity to create healthier, more equitable and more just communities.

To address the housing crisis, we call on ourselves and all other local community leaders to:

1. Ensure that all actions we take are done through a lens of: decolonization, health and well-being, equity and inclusion, racial and social justice, and ecological integrity.
2. Empower our communities and use our role as leaders to create opportunities for shared understanding, connection, and community building.

3. Facilitate the construction and use of homes to house everyone in our community, regardless of their socioeconomic status.
4. Leverage the interconnection of issues and look for opportunities to solve complex challenges that generate multiple benefits and solutions.
5. Invest our collective resources and experiences to deliver short and long-term solutions that will have the greatest impact and help us go further, faster together.
6. Take meaningful, incremental actions as outlined in the Housing Needs Assessment Implementation Framework before the end of 2021.

This Call to Action was developed with representatives from the following organizations:

1. *District of Sechelt*
2. *Town of Gibsons*
3. *Sunshine Coast Regional District*
4. *Shishálh Nation*
5. *School District 46*
6. *MP, Patrick Weiler*
7. *Community Futures*
8. *Capilano University*
9. *Sunshine Coast Regional Economic Development Organization*
10. *Habitat for Humanity*
11. *Sunshine Coast Resource Centre*
12. *Sunshine Coast Foundation*
13. *Sunshine Coast Tourism*
14. *Lions Club Housing Society*
15. *Sunshine Coast Community services*
16. *Poverty Reduction Plan (Sunshine Coast Resource Centre project)*
17. *Cover the Coast*
18. *Urban Matters*
19. *Salvation Army*
20. *Sunshine Coast Affordable Housing Society*
21. *Sunshine Coast Seniors Planning Table*
22. *Rotary Club Sunshine Coast Sechelt*
23. *Rotary Club Sechelt*
24. *Rotary Club Gibsons*
25. *Coastal Workforce Housing*

NEWS RELEASE

March 3, 2020

FOR IMMEDIATE RELEASE

Sunshine Coast governments and community groups develop housing Call to Action

Sechelt, BC – The District of Sechelt’s Housing Committee spearheaded a community meeting on March 1 to address the urgent need to provide safe and secure housing for residents of the Sunshine Coast. This collective of community groups, local governments, and the federal MP developed a Call to Action to take back to their respective organizations and governments for endorsement and support. A commitment was made by all to meet and identify initiatives that could be moved forward immediately and create the structures to make them happen. This collective is lead and managed by elected officials and community group representatives.

In 2020, the Town of Gibsons, District of Sechelt, and Sunshine Coast Regional District (SCRD) partnered to undertake a regional housing needs assessment and prepare a Sunshine Coast Housing Needs Report. Following that report, a Housing Needs Implementation Framework was developed with a specific action plan for the communities.

Following this regional work, the District of Sechelt Housing Committee invited local elected officials, government staff, and community organization representatives to meet and develop a community action plan for the Sunshine Coast. While the local governments may all endorse the Implementation Framework and take appropriate actions at the local government level, the Sechelt Housing Committee’s efforts are to bring the community together to address actions the community can take to address the crisis.

Recognizing that if the housing crisis is truly an emergency then it needs a call to action the whole community can work together on, this group developed a plan and identified smaller working groups to address each of the actions identified in the plan. The action subcommittees will continue to meet to address their action items including exploring the possibility of a housing coordinator position, bringing stakeholders together to explore housing options and to catalyze and facilitate the conversion of underutilized land and housing stock into adequate and affordable mid- and long term rentals.

The action plan states: “To address the housing crisis, we call on ourselves and all other local community leaders to:



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2. Empower our communities and use our role as leaders to create opportunities for shared understanding, connection, and community building.
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6. Take meaningful, incremental actions as outlined in the Housing Needs Assessment Implementation Framework before the end of 2021.”

Sechelt Councillor Matt McLean and Housing Committee Chair stated, “As community leaders, we have a unique and important role in building housing however, we cannot be effective in addressing all of the community needs if we act alone. This meeting is a first step in developing a cohesion and synergy to addressing the housing crisis on the Sunshine Coast.”

Sechelt Mayor Darnelda Siegers stated, “Our local governments worked together to develop the Sunshine Coast Housing Needs Report and Housing Needs Implementation Framework. Now it is time to bring the community in to work with us because we know we can accomplish more when we work together.”

The organizations represented at the meeting include:

1. District of Sechelt
2. Town of Gibsons
3. Sunshine Coast Regional District
4. Shíshálh Nation
5. School District 46
6. MP, Patrick Weiler
7. Community Futures
8. Capilano University
9. Sunshine Coast Regional Economic Development Organization
10. Habitat for Humanity
11. Sunshine Coast Resource Centre
12. Sunshine Coast Foundation
13. Sunshine Coast Tourism



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14. Lions Club Housing Society
15. Sunshine Coast Community services
16. Poverty Reduction Plan (Community Resource Centre project)
17. Cover the Coast
18. Urban Matters
19. Salvation Army
20. Sunshine Coast Affordable Housing Society
21. Sechelt Seniors Planning Table
22. Rotary Club Sunshine Coast Sechelt
23. Rotary Club Sechelt
24. Rotary Club Gibsons
25. Coastal Workforce Housing

-30-

Contact:

Matt MacLean, Councillor, Sechelt
604-885-1986 ext 8504
mclean@sechelt.ca

16 DISTRICT EMAIL

- 16.1 As per the *Freedom of Information and Protection of Privacy Act* (FIPPA), all district employees, including trustees, are expected to use school district email accounts for school district business.

Board Policy: November 2016
Revised:

71 ACCESS TO INFORMATION BYLAW

School districts are required to institute procedures for managing formal requests for information under the *Freedom of Information and Protection of Privacy Act*.

Objectives

- To provide procedures for managing formal requests for information under the *Freedom of Information and Protection of Privacy Act*.
- To ensure that staff and members of the public are aware of the school district's obligations regarding access to information and protection of privacy.

- 71.1 The Board designates the Superintendent of Schools as the official head of the school district for purposes of the legislation. The Board will respond to all requests for information in accordance with the general intent of the legislation and to formal requests for information in accordance with its specific requirements.
- 71.2 The Superintendent will designate a staff member as Coordinator of Information and Privacy.
- 71.3 The Superintendent will establish procedures and fees for accessing information in accordance with the legislation.
- 71.4 The school district will publish a brochure outlining the procedures and fees for accessing information.
- 71.5 Any request for information which may impair the privacy of an individual or an organization will be referred to the Coordinator.
- 71.6 All formal requests made under the *Freedom of Information and Protection of Privacy Act* will be directed to the Coordinator.
- 71.7 Staff will respond to formal requests only as directed by the Coordinator.
- 71.8 If a request is denied, the applicant will be informed of the reasons for the refusal and the right of appeal to the Freedom and Privacy Commissioner.

Board Policy: December 2010
Revised:

59 Debate

- 59.1 Debate shall be strictly relevant to the question before the meeting. The presiding officer shall warn speakers who violate this rule or who persist in tedious or repetitious debate.
- 59.2 Speakers shall be recognized by the Chair and shall address all remarks to the Chair.
- 59.3 Each trustee has the right to speak twice on the same question on the same day but cannot make a second speech if any trustee who has not spoken on that question desires to speak.
- 59.4 No trustee shall speak for more than five (5) minutes at one time.
- 59.5 A matter of privilege (dealing with the rights or interests of the Board as a whole or of a trustee personally) may be raised at any time and shall be dealt with forthwith before resumption of business
- 59.6 No trustee shall interrupt another trustee who has the floor except to raise a point of order, a point of privilege or to disclose a conflict of interest.

Board Policy: December 2010
Revised:

ADMINISTRATIVE REGULATIONS

TITLE: FIRST AID
CATEGORY: HEALTH AND SAFETY
NUMBER: 3080

I. Rationale:

The school district's first priority is the health and safety of our students and staff. First Aid protocols support our staff to address immediate health issues in our schools and work sites.

II. General:

- A. Funds for training and retraining key staff members in first aid shall be provided in the annual operating budget of the district.
- B. First aid kits shall be located in a central, well-marked and accessible area of each building site. The kits shall be accessible whenever the buildings are in use by staff.
- C. Site supervisors shall arrange to have first aid kits checked.
- D. Schools and district sites shall maintain first aid supplies sufficient for the kits.
- E. Each year site supervisors shall inform staff of the location of first aid kits, the names of members of staff who have first aid certificates, as well as the general procedure for incidents requiring first aid.
- F. Records of first aid administered to employees will be maintained at each site and will include all reported or treated injuries or exposures to employees.
- G. Records of first aid administered to employees are confidential and will be restricted to individuals requiring access for reasons relevant to workplace safety.
- H. Records of first aid administered to employees must be kept for three years.

Received: January 1996

References: Policy 11.6, Worksafe BC First Aid Record Form 55B23

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- B. First aid kits shall be located in a central, well-marked and accessible area of each building site. The kits shall be accessible whenever the buildings are in use by staff.
- ~~C.~~ ~~The Secretary-Treasurer shall purchase first aid supplies sufficient for the district.~~
- ~~D.C.~~ Site supervisors shall arrange to have first aid kits checked frequently and replenished as needed.
- ~~E.D.~~ Schools and district sites shall maintain first aid supplies sufficient for the kits. A stretcher shall be available in each school in a marked, accessible location.
- ~~E.~~ Each year site supervisors shall inform staff of the location of first aid kits, kits and the stretcher, and the names of members of staff who have first aid certificates, as well as the general procedure for incidents requiring first aid.
- ~~F.~~ Records of first aid administered to employees will be maintained at each site and will include all reported or treated injuries or exposures to employees.
- ~~G.~~ Records of first aid administered to employees are confidential and will be restricted to individuals requiring access for reasons relevant to workplace safety.
- ~~F.H.~~ Records of first aid administered to employees must be kept for three years.

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		AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY
REGULAR BOARD MTG	Strat Plan		N/A 1 (a) Student Voice / DSLT 3 (f) transportation strategies	Vision 1 (c) core competencies 1 (k) fine arts 3 (c) partnerships	Mission 1 (d) literate 3 (a) communicate 3 (b) visioning and planning	Affirmation 1 (h) indigenous cultures & diversity 3 (g) int. student program	Ethics 1 (b) early years 1 (g) physical health 2 (a) healthy & inspired team
	Recurring		F/S Approval Student Trustee Appointment	BCSTA Prov Council Motions Enrolment Report	Board Elections	Committee Appointments PAC Appointments BCSTA AGM & Prov Motions Deadlines BCPSEA AGM Motions	
	Other						
COMMITTEE OF THE WHOLE	Strat Plan		Board Evaluation	Implementation Plan (Year 2) 3 (a) communicate 3 (b) visioning and planning		2 (a) healthy & inspired team	
	Recurring				External Committees Report		Draft School Calendar Review BCSTA Motions and Committees Communication (standing)
	Policies		Communication (standing) 2 - Role of the Board 58 - Motions	Communication (standing) 2 - Role of the Board	Communication (standing) 15 - Decentralized Decision 61 - Reports	Communication (standing) 14 - Evaluation of District Admin 62 - Committees	8 - Conflict of Interest Letters of Support (New policy)
	Other				Guidelines around letters of support Education Committee discussion	Board Evaluation Schedule Trustee Academy Debrief	Reg 2140 - Review
EDUCATION COMMITTEE	Strat Plan		3 (c) partnerships 1 (c) core competencies 1 (k) fine arts	1 (d) literate	1 (h) indigenous cultures & diversity 3 (g) int. student program	1 (b) early years 1 (g) physical health	1 (f) mental health 2 (c) inclusive education
	Recurring			MDI			MDI - review
	Other						
OPERATIONS COMMITTEE	Strat Plan						
	Recurring		Summer Work Review	Prelim. Budget Timelines	Budget discussion		Amended Budget Joint Use Update Transportation Review Zoning Referrals (standing)
	Other		Zoning Referrals (standing)	Zoning Referrals (standing)	Zoning Referrals (standing)	Zoning Referrals (standing)	
OTHER	Annual Report to Community	BCPSEA Symposium Ad Hoc Equity Committee	Supt Evaluation Cmte Ad Hoc Equity Committee Ad Hoc Policy Prioritization	Intergovernmental Meeting Trustee Academy Board Evaluation / Presentations	Supt Evaluation Cmte	BCPSEA AGM DSL/Trustee Dinner	
CONSULTATIONS				Preliminary Budget Consults.	Preliminary Budget Consults.	Preliminary Budget Consults.	
EDUCATION MATTERS		Stacia	Sue - Due Oct 15	Amanda - Due Nov 19	Tonya - Due Dec 17	Stacia - Due Jan 21	

		FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY			
REGULAR BOARD MTG	Strat Plan	Inclusion 1 (f) mental health 2 (c) inclusive education	Collaboration & Equity 1 (e) numeracy 2 (b) professional development 2 (e) family engagement 3 (c) partnerships	Innovation	Respect & Responsibility 1 (j) digital literacy 2 (e) positive partnerships 1 (i) care of our planet 3 (d) environmental initiatives	Celebration 1 (l) graduate 3 (e) district facilities 2 (d) leaders 3 (f) transportation strategies 1 (k) fine arts				
	Recurring	Amended Annual Budget BCSTA AGM Motions	School Calendar	BCSTA AGM Motions School Allocation Rates Min. Approved Projects / Capital Plan Bylaw	Budget Approval / Bylaw	District Report to Ministry Budget Approval (if required) Five-Year Capital Plan Motion				
	Other	Reg 2140 - To be received	Reg 2050 - Circulating Reg 2150 - Circulating Reg 4110 - Circulating	Reg 3080 - Circulating	Reg 3190 - Circulating Reg 4170 - Circulating	SSCFGS Submission Reg 3120 - Circulating Reg 2050 - To be received Reg 2150 - To be received				
COMMITTEE OF THE WHOLE	Strat Plan				2 (d) leaders					
	Recurring	School Calendar Recommendation School Plans Communication (standing)	School Plans Communication (standing)	School Plans Communication (standing)	SSCFGS Discussion Communication (standing)	Strat Plan Review - Year 1 Trustee Eval. Process Communication (standing)	Board Evaluation			
	Policies	Letters of Support (New policy) 20 - SOGI 14 - Evaluation of District Admin	21 - District Email 71 - Access to Information 59 - Debate	17 - Environmental Sustainability	12 - Role of the Secretary-Treasurer 53 - Special Meetings	16 - Neighbourhood Schools 54 - Closed Meetings				
	Other	Reg 2050 - Conflict of Interest Reg 2150 - Working Alone	Reg 3080 - First Aid Housing	Reg 3190 - Scent Considerate	Reg 3120 - Health and Safety Reg 2050 - Final review Reg 2150 - Final review	Risk Management Reg 3170 - Physical Restraint Trustee honourarium				
EDUCATION COMMITTEE	Strat Plan	1 (e) numeracy 2 (b) professional development 2 (e) family engagement		3 (d) environmental initiatives 1 (i) care of our planet 2 (e) positive partnerships	1 (l) graduate 1 (j) digital literacy 1 (k) fine arts					
	Recurring				District Report to Ministry	Untargeted Donations (if required)				
	Other									
OPERATIONS COMMITTEE	Strat Plan	3 (c) partnerships			3 (e) district facilities 3 (f) transportation strategies					
	Recurring	Prelim. Budget Considerations & Discussion Enrolment Projections Zoning Referrals (standing)	Staffing Timelines Funding Announcement Prelim. Budget Considerations Zoning Referrals (standing)	Budget Summary Zoning Referrals (standing)	Five-Year Capital Plan AFG Plan Budget (if required) Zoning Referrals (standing)	Emergency Preparedness Zoning Referrals (standing)				
	Other	Transportation Review Reg 4110 - Renovations	Transportation Review Food in schools	Transportation Review Reg 4170 - Child Care	Transportation Review Reg 4110 - Final review	Transportation Review				
OTHER	Review March cmte schedule BCSTA AGM Motion Deadline Supt Evaluation Cmte	Partners in Learning	Student Forum Service Recognition BCSTA AGM	Bursary Tea Intergovernmental Meeting (SD46 host) Supt Evaluation Cmte	Retirement Celebration Grad Ceremonies ACE-IT Ceremonies					
CONSULTATIONS	Draft School Calendar Circulation									
EDUCATION MATTERS	Pamm - Due Feb 18		Maria - Due Mar 18		Amanda - Due Apr 15		Pamm - Due May 19		Abby - Due June 17	