

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

REGULAR MEETING AGENDA

Wednesday, June 9, 2021, 7:00 p.m.
<https://www.youtube.com/user/SD46Schools>

	Pages
1. <u>Call to Order</u>	
2. <u>Celebrating Education: National Indigenous History Month - K. Mahlman</u>	
3. <u>Public Question Period (10 minutes in total)</u>	
4. <u>Adoption of the Agenda</u>	
MOTION: "THAT the agenda of June 9, 2021 be adopted."	
5. <u>Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings</u>	1
a. Regular Meeting Minutes - May 12, 2021	
b. Record of Closed Meeting - May 12, 2021	
c. Record of Special Closed Meeting - June 1, 2021	
MOTION: "THAT the minutes of the Regular Meeting of May 12, 2021, the Record of Closed Meeting of May 12, 2021, and the Record of the Special Closed Meeting of June 1, 2021 be approved."	
6. <u>Reports</u>	
a. Superintendent's Report	9
b. Strategic Plan Reports	
1. Goal 1.j. - Digital Literacy	11
2. Goal 1.k. - Fine Arts	13
3. Goal 1.l. - Graduation	15
4. Goal 2.d. - Leaders	17
5. Goal 3.f. - Transportation Strategies	18
c. Administrative Regulations in Circulation	
1. Reg. 3120 - Health and Safety	20
d. Secretary-Treasurer's Report	21

1.	2021/22 Capital Plan Bylaw	24
	MOTION: "THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 2021/22-CPSD46-01 be read for a first time."	
	MOTION: "THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 2021/22-CPSD46-01 be read for a second time."	
	MOTION: "THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 2021/22-CPSD46-01 be read for a third time, passed and adopted."	
2.	Larger Cheques Written in the Month of May 2021	28
3.	Expenditures by Object - May 2021	30
e.	Board Report	31
	1. BCSTA Report	
	2. BCPSEA Report	
	3. Student Trustee Report	34
f.	Committee of the Whole Notes - May 25, 2021	35
	1. Select Standing Committee on Finance and Government Services Discussion	
	RECOMMENDATION: "TO submit a letter and/or present as a delegation to the Select Standing Committee on Finance and Government Services."	
	2. Policy 12 - Role of the Secretary-Treasurer	38
	RECOMMENDATION: "To approve the updated Role of the Secretary-Treasurer policy."	
g.	Education Committee Notes - May 25, 2021	40
h.	Operations Committee Notes - May 25, 2021	42
	1. 2022/23 Five-Year Capital Plan	45
	RECOMMENDATION: "TO approve the 2022/23 Five-Year Capital Plan."	
	2. 2021/22 Annual Facilities Grant	46
	RECOMMENDATION: "TO approve the spending plan for the 2021/22 Annual Facilities Grant."	
	3. Transportation Strategies	
	RECOMMENDATION: "TO advocate to the Ministry of Transportation and Infrastructure for a designated contact for school districts to support active travel and a structure through which school districts and/or local government could work together with the Ministry to look at infrastructure and improvements for active travel."	

- i. Ad Hoc Trustee Honourarium Committee - May 26, 2021 47

RECOMMENDATION: "TO adjust the trustee honourarium to align with the Vancouver CPI until further review."

RECOMMENDATION: "TO draft a letter to BCSTA to request research on the topic of trustee honourarium through an equity lens."

RECOMMENDATION: "TO write to the Minister of Women and Gender Equality, Maryam Monsef, to request any research relating to women in municipal/local government elected roles, including school trustees, and their wages."

- j. Ad Hoc Anti-Poverty Policy Committee - June 1, 2021 49

RECOMMENDATION: "TO approve the Anti-Poverty Policy."

7. Correspondence 53

- a. SCRD - Spring 2021 Intergovernmental Meeting

MOTION: "TO receive the correspondence."

8. Questions and Enquiries from the Public Relating to the Board Meeting

9. Next Meeting

The next public board meeting will be held on September 8, 2021.

- a. Committee Agendas 54

MOTION: "TO approve the committee agendas."

10. Adjournment

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

Wednesday, May 12, 2021, 7:00 p.m.
Online – via Zoom

TRUSTEES: A. Amaral, Board Chair; M. Hampvent, Vice-Chair; S. Girard, Trustee; S. Haines, Trustee; S. Leech, Trustee; P. Ruth, Trustee; Tonya Ste. Marie, Trustee; A. Grunenber, Student Trustee

STAFF: P. Bocking, Superintendent, N. Weswick, Secretary-Treasurer; P. Bishop, Director of Instruction; K. Kerr, Director of Instruction; E. Reimer, Executive Assistant (Recording Secretary)

1. Call to Order

The meeting was called to order at 7:02 pm.

Chair Amaral acknowledged that the meeting was taking place on the unceded territory of the Skwxwú7mesh and shíshálh Nations and welcomed those in attendance.

2. Celebrating Education: Sleep Week - K. Foley, P. Stroshein-Martinez, S. Joseph

The District Inclusion Support Team reported on activities taking place for the first annual “Sleep Week”. Team members Karys Foley, Paula Stroshein-Martinez and Sarah Joseph reported on student activities, daily themes, games and prizes.

A copy of the presentation is available at <https://sd46.bc.ca/district-information/board-of-education-and-governance/board-meeting-schedule/>.

3. Public Question Period (10 minutes in total)

- A question was received regarding the removal of trees at Gibsons Elementary. Chair Amaral provided a history of the events leading up to the removal of the dangerous trees from the property.
- A question was received regarding active travel initiatives. Chair Amaral reported that the board continues to support active travel to school.

- A question was received regarding unspent covid funds. Secretary-Treasurer Weswick indicated that more information is available in his written report in the agenda package.

4. Adoption of the Agenda

Moved: Haines

Seconded: Ruth

MOTION: "THAT the agenda of May 12, 2021 be adopted."

Carried

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

- Regular Meeting Minutes - April 14, 2021
- Record of Closed Meeting - April 14, 2021

Moved: Haines

Seconded: Ruth

MOTION: "THAT the Regular Meeting Minutes of April 14, 2021 and the Record of Closed Meeting of April 14, 2021, be approved."

Carried

6. Reports

a. Superintendent's Report

Superintendent Bocking, Director Kerr and Director Bishop reported that:

- Staff are participating in training to engage students in reviewing MDI data.
- The expansion of the Early Years Centre at the SLC to include a daycare will be completed by summer.
- Grade 7 students are participating in substance use panels.
- Sleep Week activities are taking place at schools.
- A "girls only" coding workshop is taking place on May 13th.
- Students participated in Music Monday events.
- Staff have been invited to receive vaccines at a local clinic.
- Staff are developing an Enhancing Student Learning report.
- Flags were lowered to honour the National Day of Mourning on April 28th.
- Staff engaged in conversations and workshops on mental health issues as part of the CMHA Mental Health Week.

b. Administrative Regulations in Circulation to September 3, 2021

1. Reg. 3190 - Scent Considerate Environment

The revised regulation will circulate until September 3, 2021. The regulation was reviewed at the Committee of the Whole meeting taking place on April 27, 2021.

2. Reg. 4170 - Use of Board Property as Licensed Child Care Facility

The revised regulation will circulate until September 3, 2021. The regulation was reviewed at the Operations Committee meeting taking place on April 27, 2021.
- c. Secretary-Treasurer's Report

Secretary-Treasurer Weswick reported on the utilization of the band instrument surplus allocation and shared a plan for use of unspent funds for covid supports. Details are found in the written report in the agenda package.

 1. Larger Cheques Written in the Month of April 2021

Trustees asked for clarification on the payment to Bryan Rossiter. Secretary-Treasurer Weswick indicated he would report back at the June meeting.

 2. Expenditures by Object - March and April 2021.
- d. Board Report

Chair Amaral reported on the Intergovernmental meeting which took place on May 11. Trustee Haines submitted reports on external Housing and Healthy Schools committees.

 1. BCSTA Report

Trustee Ste. Marie reported that the board's two motions carried successfully at the BCSTA AGM, among other items.
 2. BCPSEA Report

Trustee Ruth shared that BCPSEA workshops on topics such as productive workplace interactions, health and safety and grievance procedures are open to all trustees. Interested trustees may register through the executive assistant.
 3. Student Trustee Report

Student Trustee Grunenberg reported that grade 10 students have been invited to attend the final DSLT meeting of the year. The Sunshine Coast Youth Council were pleased to present at the Intergovernmental Meeting and suggested a debrief of items coming out of the discussion groups.
- f. Committee of the Whole Notes - April 27, 2021

The notes were submitted as written.

 1. Bylaw 57 - Debate

Moved: Ste. Marie
Seconded: Haines

MOTION: "THAT the revised Bylaw 57 - Debate, be read for a first time."

Carried

Moved: Ste. Marie
Seconded: Haines

MOTION:"THAT the revised Bylaw 57 - Debate, be read for a second time."

Carried

Trustees agreed unanimously to proceed to a third reading.

Moved: Ste. Marie
Seconded: Ruth

MOTION: "THAT the revised Bylaw 57 - Debate, be read for a third time, passed and adopted."

Carried

g. Education Committee Notes - April 27, 2021

Trustee Hampvent spoke to the committee notes and highlighted sessions with Naomi Klein, as well as the district’s ongoing commitment to solar initiatives.

h. Operations Committee Notes - April 27, 2021

1. 2021/22 Budget Summary

Secretary-Treasurer Weswick reported on the 2021/22 Budget.

Moved: Hampvent
Seconded: Ruth

MOTION: "THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2021/2022, in the amount of \$53,532,020, be read for a first time."

Carried

Moved: Hampvent
Seconded: Ste. Marie

MOTION: "THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2021/2022, in the amount of \$53,532,020, be read for a second time."

Carried

Trustees agreed unanimously to proceed to a third reading.

Moved: Hampvent
Seconded: Ruth

MOTION: "THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for fiscal year 2021/2022, in the amount of \$53,532,020, be read for a third time, passed and adopted."

Carried

- i. Ad Hoc Art in Schools Policy Committee - April 28, 2021

Moved: Girard
Seconded: Ruth

MOTION: "TO approve the Art in Schools Policy as presented."

Carried

7. Correspondence

- a. Min. Whiteside - Selection Criteria for Integrated Child and Youth (ICY) Teams (Ref: 244947)
- b. M. Guillaud, Gibsons Elementary PAC - Gibsons Elementary Trees

Moved: Ruth
Seconded: Haines

MOTION: "TO receive the correspondence."

Carried

8. Questions and Enquiries from the Public Relating to the Board Meeting

- A question was received regarding the "contractual obligations" line in the Expenditures by Object report. Secretary-Treasurer Weswick indicated that underspending of item is likely due to changes in the school year as a result of the pandemic and indicated he would provide additional at the June board meeting.

9. Next Meeting

The next public board meeting will be held on June 9, 2021.

- a. Committee Agendas

Moved: Ruth
Seconded: Girard

MOTION: "TO approve the committee agendas."

Carried

10. Adjournment

There being no further business, the meeting adjourned at 8:35 pm.

Moved: Ruth
Seconded: Haines
MOTION: "TO adjourn."

Carried

Amanda Amaral - Board Chair

Nicholas Weswick - Secretary-Treasurer



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

Wednesday, May 12, 2021, 5:45 p.m.
Online via Zoom

TRUSTEES: A. Amaral, Board Chair; M. Hampvent, Vice-Chair; S. Girard, Trustee; S. Haines, Trustee; S. Leech, Trustee; P. Ruth, Trustee; T. Ste. Marie, Trustee

STAFF: P. Bocking, Superintendent; N. Weswick, Secretary-Treasurer; P. Bishop, Director of Instruction; K. Kerr, Director of Instruction; E. Reimer, Executive Assistant (Recording Secretary)

Call to Order

The meeting was called to order at 5:46 p.m. by Vice-Chair Hampvent.

- **Motion to Exclude**
- **Adoption of the Agenda**
- **Approval of Minutes of Prior Meetings**
- **Information / Action Items**
 - Legal/Liability
 - BCHRT
 - Civil Claim
 - Staff
 - Bargaining Update
- **Items for Disclosure**
 - There were no items to disclose.

Adjournment

The meeting adjourned at 6:16 p.m.

Amanda Amaral - Board Chair

Nicholas Weswick - Secretary-Treasurer



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)
RECORD OF SPECIAL CLOSED MEETING**

Tuesday, June 1, 2021, 5:30 p.m.
Online via Zoom

TRUSTEES: A. Amaral, Board Chair; S. Girard, Trustee; S. Haines, Trustee;
S. Leech, Trustee; P. Ruth, Trustee

STAFF: N. Weswick, Secretary-Treasurer; E. Reimer, Executive Assistant
(Recording Secretary)

REGRETS: M. Hampvent, Vice-Chair

Call to Order

The meeting was called to order at 5:30 p.m. by Chair Amaral.

- **Motion to Exclude**
- **Adoption of the Agenda**
- **Information / Action Items**
 - Staff
 - Superintendent Contract
- **Items for Disclosure**
 - There were no items to disclose.

Adjournment

The meeting adjourned at 6:01 p.m.

Amanda Amaral - Board Chair

Nicholas Weswick - Secretary-Treasurer

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

SUPERINTENDENT'S REPORT

Submitted by Superintendent Patrick Bocking
June 9, 2021

1. CIRCLE OF CARE: STUDENTS

- A) **Literacy Joy!** Many teachers attended the 'Psst...Don't Tell Your Friends' event and ordered new books for their classroom libraries. Also, books for children newborn to age 12 are available for students across the coast to borrow this summer through the WonderWheels Bookmobile and in Summer StrongStart programming. (1d)
- B) **Graduation Ceremonies:** GradsBC visited all secondary schools in May to film grads and dignitaries as they put together video tributes to our graduating students. The graduation videos will be available for virtual viewing at scheduled release dates in the fourth week of June. Congratulations to the graduating class of 2021! We are immensely proud of you!! We are also proud of our SD46 6-year graduation completion rates which for the 2019-2020 school year were 84% for all students and 85% for Indigenous students. (1l)

2. CIRCLE OF CARE: STAFF

- A) **Retirement celebrations** are necessarily less elaborate this year. We will celebrate our retirees with a gift and written appreciation for their work. (2a)
- B) **Service Awards:** Staff who have served 5, 10, 15, 25, 30, 35, and 40 years with our district were honoured this year with a gift and written appreciation for their work. (2a)
- C) **PRIDE MONTH!** The month of June is Pride month and we are proud to be flying the pride flags across the district. Many of our students, staff, parents/guardians and community members identify as members of the Rainbow or LGBT2SQ+community. Flying the Pride flag not only signals that our schools are safe spaces for everyone, it also aligns with our Strategic Plan which affirms our values as a district. (2c)

3. CIRCLE OF CARE: COMMUNITY

- A) **SOGI Parent Presentation:** On June 1st, SD46 hosted a virtual parent session with special guests Susan Harman of PFLAG Vancouver and Scout Gray, the B.C. SOGI Provincial Lead to provide parents and caregivers with supports and resources. The recording is available on our YouTube channel. (3a)
- B) **Celebrating Indigenous Peoples!** June is Indigenous History Month, culminating with National Indigenous Peoples' Day on June 21st. Collaboration in the district

continues through the commitment of support staff, teachers, principals, district leadership, the Indigenous community and parents learning together to deepen understanding of Inclusion, Diversity, Equity and Social Justice for all learners and colleagues. Ensouling our Schools project with Kevin Lamoureux, inquiry through the district Equity Scan, and the work on Inclusion and Indigenous Learning will all continue through next year. (3c)

- ☐ **Mask Makers:** The Sechelt Hospital Foundation, Kern's Furniture and generous community members have funded the creation of student face masks throughout this school year which were sewn by Julie Astalnok, Christine Fearn, Marian Williamson, Karen Biddlecomb and the enthusiastic team of volunteer sewers from the Mask Makers Group, the Sechelt Hospital Auxiliary and the Sunshine Coast Quilters Guild for our students at the secondary and elementary schools. To date, they have delivered 1,492 masks to the secondary schools and 1,439 masks to the elementary schools for a total of 2,931 masks. We are so thankful to our caring and supportive community! (3c)
- ☐ **Bike to School Week:** From May 31st to June 4th, staff, students and the community were encouraged to choose active travel. The health and environmental benefits of active travel are significant. This initiative along with the October Active Transportation Week helps to create positive habits and a more healthy and greener community together! (3f)

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

STRATEGIC PLAN REPORT: DIGITAL LITERACY

Submitted by Director Kate Kerr
June 9, 2021

-
- 1j Our students will have the digital literacy skills to enhance and communicate their learning, and responsibly navigate technology
-

Education is not the learning of facts, but the training of the mind to think.

- Albert Einstein

Background:

Digital Literacy is the interest, attitude and ability of individuals to use digital technology and communication tools appropriately to access, manage, integrate, analyze and evaluate information, construct new knowledge, and create and communicate with others. The International Society for Technology in Education (ISTE) frames its benchmarks for Digital Literacy around six standards: creativity and innovation; communication and collaboration; research and information fluency; critical thinking, problem solving and decision making; digital citizenship; and technology operations and concepts.^[1]

Discussion:

- *Flourished* with various initiatives throughout this unprecedented school year of 2020-2021, by providing rich on-line and in-class opportunities for our SD46 community to engage together and innovate creatively.
- *Engaged* with our SD46 community by and through: coding and robotics workshops for classrooms, teachers and classrooms both on-line and in-classroom learning; Innovation kits for classroom usage; augmentative and alternative technology for differentiated learning; rich collaborations with Canada Learning Code, Amazon, Green Bricks Education, Science Odyssey, Sechelt Library, Gibsons Library, Trinity Western University (Math Department), Science World, Walnut Grove Secondary (Robotics Team), ARC-BC, and SET-BC; Read & Write; Margaret Cooper's Book Creator workshops; Differentiated apps that are allowing students to reach a further potential in their learning; Innovation Club; Week of Code in December 2020; Drop-In Tech Times for the whole SD46 community; Teachers Educating Teachers on Technology Team; and with a helpful ADST resource page by Sandy Magnussen on the Engage site.
- *Connected* with the principles of Universal Design for Learning. The foundations of our Digital Literacy is to facilitate a richer learning experience for all and enable our inclusive community to empower all of our young learners. We are grateful our

provincial partnerships from FASD, SET-BC and ARC-BC to enrich and equip our district in powerful ways.

- *Accessed* by all learners in our SD46 community. Our district license for Read & Write for Mac, iPad and Google Chrome has broken down barriers for many of vulnerable learners. Read and Write is a universal support, providing an accessible toolbar which hovers above writing documents, web pages and PDF's. The toolbar provides students with text to speech, dictation (speech to text), word prediction, dictionaries and a multitude of other tools to support literacy in an inclusive learning environment.

Next Steps:

- *Deepen* our SD46 community's understanding and skillset of Read & Write, ADST, differentiated learning apps and FreshGrade through workshops for SD46 staff and through targeted in-class instruction
- *Promote* inspiration and inclusion through various initiatives (i.e. Innovation kits) and connecting with key influencers in schools (i.e. TETT members, librarians) who can be resourced and empowered in Digital Literacy
- *Empower* accessibility to information and tools
- *Connect* and *Equip* with the SD46 community through our Innovation Club, TETT Team, our 2nd Annual Week of Code in December and the continual connections with our local, regional, provincial and national partners
- *Strengthen* the capacities and education of our SD46 community through connection and resources

[1] International Society for Technology in Education (2007). *iste.nets.s: Advancing Digital Age Learning*. Iste.org/nets.

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

STRATEGIC PLAN REPORT: FINE ARTS

Submitted by Superintendent Patrick Bocking
June 9, 2021

1k Our students will actively participate in expanded *fine arts* programs.

Art is a non-pre-prescribed dangerous world full of possibilities.

- Cate Blanchett, actor

Arts education is in crisis. In the UK, school time and budgets are under pressure and school inspections increasingly value 'core' subjects as the indicators of school level and success.

- Tate Art Gallery in the UK

Background:

School District 46 is much more Cate's quote, than Tate's quote.

The Board has developed an arts policy which supports the work of staff in establishing solid arts programming in our schools and also provides support for keeping the arts as a key element for learning on the Sunshine Coast. The arts are central for many students' joyful engagement in their learning experiences.

The district Fine Arts Committee is developing a fine arts plan to more deeply integrate the curriculum with our students' interests, the talents of our staff and the support of our community.

Discussion:

The three-year fine arts plan is based on many of the goals of the Board's Strategic Plan. The district team includes a range of staff expertise including community school, teaching, Indigenous, school and district leadership. The plan will include each "fine arts goal" with specific strategies to address each of those goals in drama, dance, music and visual arts, as appropriate for each goal.

In line with the anti-poverty policy, the board has provided funds to purchase musical instruments for elementary student music programs so that every child has access to instruments regardless of ability to pay. Some schools offer alternative musical expressions such as drumming and school choirs as well. The purchase order has been placed for band instruments, and further classroom supports will be purchased in the coming year.

Next Steps:

- The District Fine Arts Committee will complete the Fine Arts Implementation Plan in the fall of 2021.
- Funds allocated for supporting the music program will be utilized for a rich and engaging program for all students.
- Staff will begin outreach to the community to bring community art into schools, and student art into the community.

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

STRATEGIC PLAN REPORT: GRADUATION

Submitted by Director of Instruction Paul Bishop
June 9th, 2021

- 11 Our students will graduate with specific life skills to enable them to navigate their personal future directions

“Graduation Program: Information for All Grade 10-12 (Graduation Program) Students and Adult Learners:

The health and safety of students, staff, and their families is the highest priority during this unique time. The Ministry is committed to ensuring continuity of learning leading to final marks for all students, and graduation for those eligible.

For students in grades 10 and 11, school districts and independent school authorities should focus on ensuring all students are making progress towards completing the graduation requirements. Regardless of Stage, there is no change to [graduation requirements](#): Students must satisfy all graduation requirements in order to earn a B.C. Certificate of Graduation (“Dogwood Diploma”).”

- [Covid-19 Operational Guidelines for School Districts 2021](#)

Background:

As we come to the end of the 2020-21 school year, school staff has continued to provide rich and supportive learning experiences during the Covid-19 pandemic. Socio-emotional needs for students and staff have been part of the planning to support all students towards successful graduation.

Highlights:

- Recent graduation rates are available at: <https://studentsuccess.gov.bc.ca/school-district/046>.
- Continued attention is being placed on supporting indigenous students towards success in school. All schools offer a First Nations option for Language Arts at the grade 12 level and other options for First Nations studies at the grade 10-12 levels. Indigenous student graduation rates are on par with non-indigenous students in our district.
- New and novel data sets are being introduced by the Ministry for use by districts to better understand our students and trends.
- Work Experience and Apprenticeships have continued to be an important part of the student graduation program with 43 Work Experience 12A and 22 Work Experience 12B students. We had 16 student apprentices and 8 received a \$1000 Work in Trades award from the ITA.

Next Steps:

- We are undertaking a formal [Equity Scan](#) process in consultation with the ministry that will address all aspects our programming and support for First Nations students and families.
- Continuing to move forward with a new Enhancing Student Learning report to the ministry.

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

STRATEGIC PLAN REPORT: LEADERS

Submitted by Director of Instruction Paul Bishop
June 9th 2021

2d Our staff will be **leaders** in their work.

SD46 Vision:

We are a community engaged in lifelong learning and educational excellence

Background:

Leadership takes place across the district in a variety of ways to support exceptional educational experiences in safe, well-managed schools. All staff in the district have opportunities to participate in activities to improve work-related skills, but to further the work of their colleagues in a positive way.

Highlights:

- **District Wellness Committee:** School and District administration, SCTA and CUPE helping provide direction and support for wellness initiatives; District zoom sessions twice this year with a focus on wellness.
- **Staff Wellness Grants:** \$2000 per site to provide opportunities for staff groups to create and implement programs to support wellness
- **Expanded Inclusion Support Services:** two District Inclusion Support Team Educational Assistants providing training to support services staff across the district
- **Early Years:** SD46 is leading the province by being one of the six districts in the province who are doing both 'Strengthening Early Years to Kindergarten' and 'Changing Results for Young Children.' Principal Kirsten Deasey is a provincial facilitator, and the work our Early Years Educators are doing is leading the province.
- **Seamless Day:** second in the province to pilot this new program

Next Steps:

- Training for Principals and Managers from BCPSEA around issues such as "Productive Workplace Conversations".

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

STRATEGIC PLAN REPORT: TRANSPORTATION STRATEGIES

Submitted by Secretary-Treasurer Weswick
June 9th, 2021

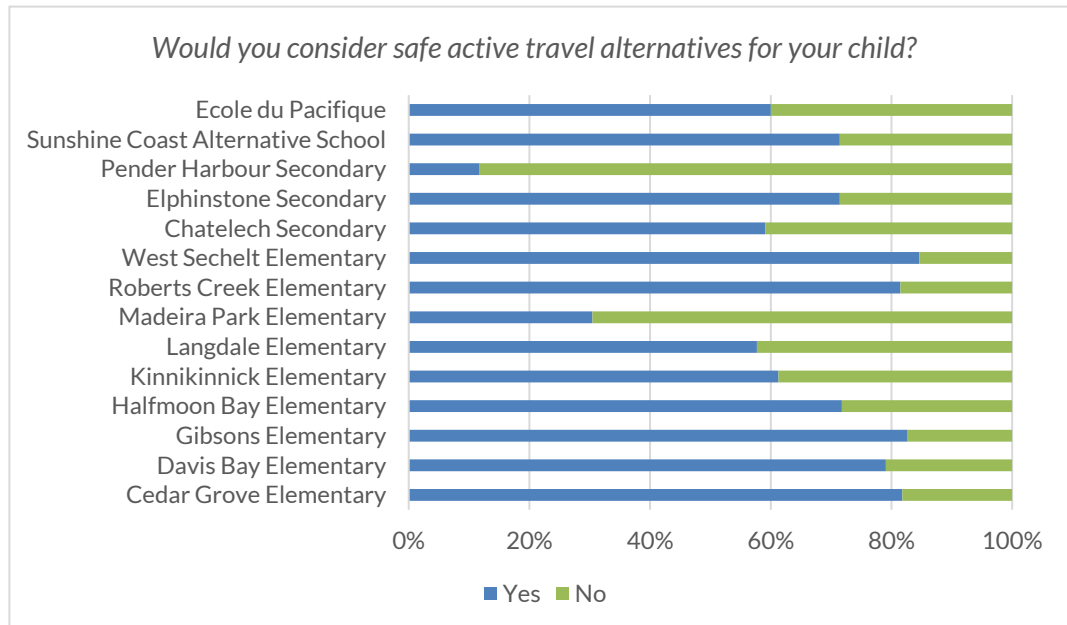
3f Our district will ensure safe and efficient **transportation strategies** for our students.

Background:

The board initiated a review of the district’s transportation services during the current school year. Current bus routes were analysed by an external consultant and new routes were developed to help address efficiencies, reduce wait times and improve services to riders. As part of the review, the district engaged families in a survey to garner interest in active travel, identify gaps in service and gauge the overall satisfaction of families with student bus services.

Highlights:

- Thirdwave Bus Services has installed dash cameras on 12 of 15 buses and will be installing additional stop arm cameras on routes with higher incidents of illegal passing.
- The district received 436 responses to the transportation survey issued in January of this year. Overall, families reported being satisfied with bus services. Some families identified dissatisfaction with wait times and afternoon ride times. Many families indicated an interest in considering safe active travel opportunities. A copy of the report is available at <https://www.sd46.bc.ca/sd46-transportation-review/>.



- External consultants developed new bus routes, which were reviewed and compared to current service levels by staff. The routes addressed some issues, such as wait times and items identified in the survey, but increased overall ride times in many cases. The district will continue to work to look for efficiencies before proposing any shifts to routes or significant shifts to bell schedules.
- Active travel has been identified as a priority at several schools. The district is liaising with local governments and the Ministry of Transportation and Infrastructure to identify problem areas and look at ways to reduce barriers.

Next Steps:

- Proposing small adjustments to bell schedules at Cedar Grove Elementary, Davis Bay Elementary and Kinnikinnick Elementary to better align with current bus schedules.
- Continuing to work with consultants to refine their proposed routes to better service all students, including the SCAS and CSF.
- Re-engaging with Vancouver Coastal Health's Active Travel Committee, which was on hold during the pandemic.
- Continuing to support schools and PACs in identifying barriers to active travel and advocating for solutions.
- Reviewing and updating regulation 4160 – Transportation of Students.
- Evaluating the cost/benefit of moving bus services in-house.

ADMINISTRATIVE REGULATIONS

TITLE: HEALTH AND SAFETY

CATEGORY: HEALTH AND SAFETY

NUMBER: 3120

CIRCULATING UNTIL OCTOBER 8, 2021

I. Rationale:

The Board of Education is committed to maintaining a healthy and safe work environment for all of its employees by implementing and maintaining a comprehensive program of Occupational Health and Safety (OH&S) which complies with the Workers Compensation Act, WorkSafeBC regulations, Workplace Hazardous Materials Information System (WHIMIS) requirements and all other relevant occupational health and safety regulations.

II. General:

A. Employees and Students participating in Work Experience or Apprenticeship programs are expected to follow safe work procedures and to participate actively in creating a healthy and safe working/learning environment.

B. Principals and other supervisors shall provide appropriate health and safety training programs for all staff and students.

C. All employees will follow the regulations and guidelines in the Worksafe Occupational Health and Safety Program Manual and the Emergency Response Procedures Guidelines.

D. If an individual has a concern regarding a health and/or safety matter, the concern should be brought first to the site-based Health and Safety Committee. If the matter cannot be resolved at this level, the concern may be brought to the District Health and Safety Committee.

Received: January 1996

References: Policy 11.2

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

SECRETARY-TREASURER'S REPORT

Submitted by Secretary-Treasurer Nicholas Weswick
June 9th, 2021

FUNDING MODEL REVIEW UPDATE

Two new financial management policies have been developed in Phase 1 of the actions required by the Funding Model Review.

The new [K-12 Public Education Financial Planning and Reporting Policy](#) “directs boards to develop multi-year financial plans that identify how funding and resources will support board strategic plans, operational needs of school districts and improved educational outcomes for students.” This policy requires boards to develop a local policy that outlines engagement with, and reports out, to stakeholder groups, including local First Nations, on multi-year financial plans.

The [K-12 Public Education Accumulated Operating Surplus Policy](#) “ensures consistency, transparency and accountability for the use and reporting of operating funding that is not used in the year in which it was provided. It acknowledges that it is appropriate for boards to maintain an operating surplus to manage financial risk and the accumulation and holding of appropriate operating surpluses by school districts is a component of sound financial and strategic planning.”

Additional information is available in the Deputy Minister’s Bulletin, following this report.

The board should consider reviewing these guidelines and compare to current policies through the Operations Committee in the fall.

QUESTIONS FROM MAY BOARD MEETING

Two questions were posed at the May Board Meeting that required further research. In regards to a payment to Bryan Rossiter, identified in the report listing cheques over \$10,000, the payment was related to contracted work for the SLC day care renovation.

A question was posed regarding underspending of the “Contractual Obligations” line in the expenditures by object report. The largest component of the underspend related to school budgets for contracted services, including amounts budgeted to pay for xerox leases, supplemental psychological testing and inclusion support and testing.

Other underspent accounts were related to professional services consulting, recruiting and carbon offsets. The district has since remitted carbon offsets. Approximate underspent amounts are shown below:

School budgets	\$120,000
Recruiting	\$35,000
Professional Services	\$30,000
Carbon Offsets	\$27,500

Deputy Minister's Bulletin

Ministry of Education



Summary of New K-12 Public Education Financial Planning and Reporting Policy and the New K-12 Public Education Accumulated Operating Surplus Policy

May 28, 2021

Background

The Independent Panel of the K-12 Provincial Education [Funding Model Review](#) made 22 recommendations to improve accountability, financial management and equity in the K-12 education sector. Government accepted the recommendations and launched Phase 1 of the implementation plan in February 2020. The two new financial management policies are part of the Phase 1 actions.

Ministry of Education staff worked closely with the Financial Management Committee, (6 representatives from the BC Association of School Business Officials and one from the First Nations Education Steering Committee) to co-develop and finalize both policies. Ministry staff have also consulted with the BC School Trustees Association, BC School Superintendents Association and Métis Nation BC to finalize the policies.

What Do the New Policies Mean for School Boards?

- Most boards are already doing what the policies require so there are no significant changes for them. The policies present an opportunity to revisit existing policies, procedures and reporting to strengthen board processes in financial management.
- There will be a phased, supported implementation of both policies with no change to reporting for 2020/21 or planning for 2021/22. The Ministry will provide direction on what needs to be done, and when, including guidelines and education for district staff and trustees on what the changes mean.

The K-12 Public Education Financial Planning and Reporting Policy

The [K-12 Public Education Financial Planning and Reporting Policy](#) directs boards to develop multi-year financial plans that identify how funding and resources will support board strategic plans, operational needs of school districts and improved educational outcomes for students. The Ministry will provide guidance and resources, as needed, to help boards build and maintain multi-year financial plans.

To enable greater transparency, boards must develop, publish and maintain a local board policy that describes how they will engage with and report out to education partner and stakeholder groups, including local First Nations and Metis Nation BC, on their multi-year financial plans.

The Ministry has a robust annual school district financial reporting framework the boards use to meet their reporting requirements as specified in the *School Act* and to align with the *Budget Transparency and Accountability Act*. Boards will use this existing financial reporting framework to annually report on boards' progress towards meeting board objectives as outlined in their multi-year financial plans (i.e., enhanced student educational outcomes and other operational needs of the school board).

The K-12 Public Education Accumulated Operating Surplus Policy

The [K-12 Public Education Accumulated Operating Surplus Policy](#) ensures consistency, transparency and accountability for the use and reporting of operating funding that is not used in the year in which it was provided. It acknowledges that it is appropriate for boards to maintain an operating surplus to manage financial risk and the accumulation and holding of appropriate operating surpluses by school districts is a component of sound financial and strategic planning.

Deputy Minister's Bulletin

Ministry of Education



The policy outlines the process for the accumulation, spending and reporting of operating surplus funds and the boards' engagement with their local community and education-partner groups, including local First Nations and Métis Nation BC so they are aware of the process. It requires boards to monitor and report on their management of operating surplus and provides information and guidelines to boards around operating surplus categories.

The policy ensures that when boards restrict surplus funds it is done for specific purposes with identified timelines. It also creates a mechanism for boards, if they wish, to set aside funding for approved capital projects after other priorities have been addressed.

Please contact educ.srsd@gov.bc.ca with any questions.



May 11, 2021

Ref: 246842

To: Secretary-Treasurer and Superintendent
School District No. 46 (Sunshine Coast)

Capital Plan Bylaw No. 2021/22-CPSD46-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2021/22

This letter is in response to your School District's 2021/22 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to July 31, 2020, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and that are able to proceed to procurement.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

Below are tables for the minor capital projects that are approved. The first table identifies School Enhancement Program and Carbon Neutral Capital Program that school districts were already made aware of in the initial Capital Plan Response Letter issued in March 2021.

The second and third tables identify additional minor capital projects approved in School Enhancement Program (SEP), Carbon Neutral Capital Program (CNCP), Building Envelope

Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

Projects for SEP, CNCP (from initial Capital Plan Response Letter issued in March 2021)

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Kinnikinnick Elementary	SEP - Interior Renovations	\$600,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.
Elphinstone Secondary	CNCP - Electrical Upgrades	\$300,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.
Pender Harbour Secondary	SEP - HVAC Upgrades	\$500,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Halfmoon Bay Elementary	PEP - Universally Accessible Playground	\$165,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.

An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2021/22 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw Number provided at the beginning of this document) for its approved 2021/22 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Ravnit Aujla at Ravnit.Aujla@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2021/22 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2022/23 Annual Five-Year Capital Plan submission process (using the Ministry's new Capital Asset Planning System (CAPS) online platform) are available at the Ministry's [Capital Planning](#) webpage.

NOTE: School districts' Capital Plan submission deadlines for the 2022/23 fiscal year, using the new CAPS online platform, will be as follows:

- **Major Capital Programs (SMP, EXP, REP, RDP, BEP) – July 31, 2021**
- **Minor Capital Programs (SEP, CNCP, PEP, BUS) – September 30, 2021**

Additionally, the Annual Facility Grant (AFG) project requests for the 2021/22 fiscal year are to be submitted using the new CAPS online platform, on or before June 30, 2021.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,



François Bertrand, Acting Executive Director
Capital Management Branch

pc: Capital Management Branch
Michael Nyikes, Director, Capital Management Branch
Ravnit Aujla, Planning Officer, Capital Management Branch
Mora Cunningham, Regional Director, Capital Management Branch
Nancy Dube, Planning Officer, Capital Management Branch
Travis Tormala, Planning Officer, Capital Management Branch



CAPITAL BYLAW NO. 2021/22-CPSD46-01
CAPITAL PLAN 2021/22

A BYLAW by the Board of Education of School District No. 46 (Sunshine Coast) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to sections 143 (2) and 144 (1) of the *School Act*.

WHEREAS in accordance with provisions of the *School Act*, the Minister of Education (hereinafter called the "Minister") has approved the Capital Plan of the Board.

NOW THEREFORE the Board agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute Project Agreement(s) related to the expenditures contemplated by the Capital Plan;
- (b) Upon ministerial approval to proceed, commence the Project(s) and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the Project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2021/22 Capital Plan as approved by the Minister, to include the supported project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated May 11, 2021, is hereby adopted.
2. This Bylaw may be cited as School District No. 46 (Sunshine Coast) Capital Bylaw No. 2021/22-CPSD46-01.

READ A FIRST TIME THE 9th DAY OF JUNE, 2021;

READ A SECOND TIME THE 9th DAY OF JUNE, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE 9th DAY OF JUNE, 2021

Amanda Amaral, Board Chair

Nicholas Weswick, Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 46 (Sunshine Coast) Capital Bylaw No. 2021/22-CPSD46-01 adopted by the Board the 9th day of June, 2020.

Nicholas Weswick, Secretary-Treasurer

S D N O . 4 6 (S U N S H I N E C O A S T)

DATE 01-Jun-2021 07:16 AM

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

PAGE 1

START DATE: 01-May-2021 TO END DATE: 31-May-2021

CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	CHEQUE AMOUNT

ON-LINE CHEQUES : ISSUED BETWEEN 01-May-2021 AND 31-May-2021						
00LCET4565	0001	*****	28094	RECEIVER GENERAL FOR CANADA	05-May-21	20,397.92
00LCET4566	0001	*****	28094	RECEIVER GENERAL FOR CANADA	05-May-21	95,425.97
00LCET4568	0001	*****	28093	RECEIVER GENERAL FOR CANADA	05-May-21	410,107.78
00LCET4569	0001	*****	28095	RECEIVER GENERAL FOR CANADA	05-May-21	20,834.81
00LCET4570	0001	*****	30209	TEACHERS' PENSION PLAN	05-May-21	472,900.71
00LCET4578	0001	*****	28093	RECEIVER GENERAL FOR CANADA	19-May-21	200,000.00
00LCET4579	0001	*****	28095	RECEIVER GENERAL FOR CANADA	19-May-21	19,571.87
00LCET4581	0001	*****	28094	RECEIVER GENERAL FOR CANADA	19-May-21	19,170.53
00LCET4582	0001	*****	28094	RECEIVER GENERAL FOR CANADA	19-May-21	98,279.14
00LCET4585	0001	*****	23290	MUNICIPAL PENSION PLAN	13-May-21	64,772.77

TOTALS FOR BANK - 0001

1,421,461.50

TOTAL NUMBER OF CHEQUES

10

TOTAL NUMBER OF CHEQUES WITH MICR

0

COMPUTER PREPARED CHEQUES : ISSUED BETWEEN 01-May-2021 AND 31-May-2021

2195000002	0001	0000054940	17531	A.H. PLUMBING WORKS	05-May-21	41,504.96
2195000003	0001	0000054941	16623	ARYA ENGINEERING INC.	05-May-21	11,025.00
2195000004	0001	0000054942	12012	BC HYDRO & POWER AUTHORITY	05-May-21	33,140.98
2195000009	0001	0000054947	30211	FORTIS BC-NATURAL GAS	05-May-21	16,470.68
2195ET0001	0001	*****	11229	ALKINS PROJECT SERVICES INC.	05-May-21	13,415.28
2195ET0003	0001	*****	11050	APPLE CANADA INC. C3120	05-May-21	85,080.64
2195ET0007	0001	*****	12021	BC TEACHERS FEDERATION	05-May-21	39,798.56
2195ET0008	0001	*****	12111	BC TEACHERS FEDERATION	05-May-21	32,545.04
2195ET0035	0001	*****	11909	DR. DEBORAH AMARAL	05-May-21	11,050.00
2195ET0055	0001	*****	16886	INSIGHT CANADA INC	05-May-21	44,598.21
2195ET0073	0001	*****	12957	MINISTER OF FINANCE	05-May-21	21,680.00
2195ET0085	0001	*****	13324	SECHELT COMMUNITY SCHOOLS SOCIETY	05-May-21	23,749.00
2195ET0087	0001	*****	29115	SHANAHANS LIMITED PARTNERSHIP	05-May-21	16,465.05
2195ET0090	0001	*****	29095	SOFTCHOICE LP	05-May-21	25,339.51
2195ET0097	0001	*****	29102	SUNSHINE COAST TEACHERS ASSOCIATION	05-May-21	12,491.42
2195ET0099	0001	*****	14647	TEMPLETON PROJECT MANAGEMENT LTD.	05-May-21	11,395.20
2195ET0100	0001	*****	30172	THIRDWAVE BUS SERVICES	05-May-21	50,343.04
2197000028	0001	0000054982	17454	TJM FIRE PROTECTION	19-May-21	26,885.25
2197000029	0001	0000054983	14367	WESTCOAST LOGOS	19-May-21	10,627.61
2197ET0015	0001	*****	33068	BUNZL CLEANING & HYGIENE	19-May-21	20,971.64
2197ET0016	0001	*****	13003	C.U.P.E. - LOCAL 801	19-May-21	17,150.84
2197ET0030	0001	*****	15521	DDP CIVIL WORKS LTD.	19-May-21	36,960.00
2197ET0035	0001	*****	11909	DR. DEBORAH AMARAL	19-May-21	16,150.00
2197ET0046	0001	*****	17015	GIBSONS BLDG SUPPLIES LTD	19-May-21	12,708.19
2197ET0048	0001	*****	16148	GIBSONS MARINE EDUCATION CENTRE SOCIETY	19-May-21	12,291.30
2197ET0054	0001	*****	18163	HABITAT SYSTEMS INC.	19-May-21	289,166.78
2197ET0065	0001	*****	13557	JOHN A. WALLACE ENGINEERING LTD.	19-May-21	11,585.29
2197ET0071	0001	*****	17495	KEVIN LAMOUREUX	19-May-21	12,000.00
2197ET0085	0001	*****	23257	MORNEAU SHEPELL LTD.	19-May-21	124,165.20
2197ET0086	0001	*****	17646	NETZERO SOLAR	19-May-21	274,578.56
2197ET0098	0001	*****	17497	RISE CONCRETE LTD	19-May-21	22,050.00

S D N O . 4 6 (S U N S H I N E C O A S T)

DATE 01-Jun-2021 07:16 AM

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

PAGE 2

START DATE: 01-May-2021 TO END DATE: 31-May-2021

CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	CHEQUE AMOUNT
2197ET0106	0001	*****	15516	SMCN CONSULTING INC.	19-May-21	12,390.00
2197ET0112	0001	*****	29376	SUNSHINE COAST TEACHERS ASSOCIATION	19-May-21	20,655.36
2197ET0124	0001	*****	11904	UNITECH CONSTRUCTION MGT. LTD.	19-May-21	579,980.11
TOTALS FOR BANK - 0001						1,990,408.70
TOTAL NUMBER OF CHEQUES						34
TOTAL NUMBER OF CHEQUES WITH MICR						6
ON-LINE CHEQUES : ISSUED BETWEEN 01-May-2021 AND 31-May-2021						
00LCET4593	0005	*****	12144	BANK OF MONTREAL	09-May-21	164,561.29
TOTALS FOR BANK - 0005						164,561.29
TOTAL NUMBER OF CHEQUES						1
TOTAL NUMBER OF CHEQUES WITH MICR						0
GRAND TOTAL						3,576,431.49
CANCELLED TOTAL						0.00
NET GRAND TOTAL						3,576,431.49
GRAND TOTAL NUMBER OF CHEQUES						45
GRAND TOTAL NUMBER OF CHEQUES WITH MICR						6

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

Expenditures by Object - May 2021

	May Actual	May Budget	May Difference	2020/21 Amended Budget	%	KEY
Salaries						
110 Teachers Salaries	14,314,121	14,641,226	327,105	16,268,029	87.99%	90%
105 Principal and Vice Principal	2,401,844	2,383,651	(18,193)	2,590,925	92.70%	92%
123 Educational Assistant Salaries	3,313,132	3,349,684	36,552	3,721,871	89.02%	90%
120 Support staff	1,184,261	1,211,707	27,446	1,331,546	88.94%	91%
120 Support staff-Mtce/Cust	2,405,041	2,628,297	223,256	2,856,845	84.19%	92%
130 Other Professional	1,287,798	1,265,552	(22,246)	1,375,600	93.62%	92%
140 Substitutes	761,549	1,208,980	447,431	1,343,311	56.69%	90%
142 Contractual Obligations	99,652	306,477	206,825	340,530	29.26%	90%
143 Short and Long Term Sick	995,793	1,200,126	204,333	1,333,473	74.68%	90%
Total Salaries	26,763,191	28,195,700	1,432,509	31,162,130	85.88%	90.5%
200 Employee Benefits	5,980,820	6,701,038	720,218	7,363,778	81.22%	91%
Total Salaries and Benefits	32,744,011	34,896,738	2,152,727	38,525,908	84.99%	90.6%
310 Professional Services	669,638	699,731	30,093	777,479	86.13%	90%
330 Transportation	936,975	1,235,309	298,334	1,372,565	68.26%	90%
340 Training and Travel	92,903	216,270	123,367	240,300	38.66%	90%
360 Rentals	6,386	9,000	2,614	10,000	63.86%	90%
370 Dues and Fees	58,982	59,500	518	59,500	99.13%	100%
390 Insurance	86,884	88,000	1,116	88,000	98.73%	100%
510 Supplies	2,430,254	4,041,436	1,611,182	4,490,484	54.12%	90%
540 Utilities	783,941	719,625	(64,316)	782,201	100.22%	92%
580 Furniture and Equipment Replaceme	236,127	340,348	104,221	378,164	62.44%	90%
590 Computer Equipment Replacement	319,322	323,853	4,531	359,837	88.74%	90%
Total Services and Supplies	5,621,412	7,733,071	2,111,659	8,558,530	65.68%	90.4%
Total Expenditures	38,365,423	42,629,809	4,264,386	47,084,438	81.48%	90.5%

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

CHAIR'S REPORT

Submitted by Chair Amanda Amaral
June 9th, 2021

The end of the school year brings the ritual celebrations of graduation, retirement and the last day of school. The graduation ceremonies have been recorded and trustees have given their speeches. Families have celebrated the milestone achievement by their children together and we are coasting towards the last day of school! As we celebrate the retirements of our long serving and valued staff team we share funny stories and reflect on how our district has changed over the time they have been with us. This year is an exception as not only do we have many of our staff retiring, we have our Superintendent retiring. A special celebration indeed! Patrick has been with our District for the past 10 years and during that time has lead us through a significant transformation. We are all thankful and appreciative of how Patrick has moved our district forward. An added celebration this month is the announcement of our new Superintendent, Kate Kerr. Congratulations Kate and we look forward to working with you in your new role.

After this year we need to spend some time to celebrate a full year of in class instruction. We have been fortunate as we have not had to end in class instruction like many other jurisdictions have. Thank you to all our staff who worked to keep our schools safe and sanitized, to the staff who showed up to welcome our students and create a calm learning environment, to our senior leadership team who provided guidance and support to make sure our schools and staff had the ingredients for a successful school year and to our students and families who trusted us though all the changes the year brought. I hope everyone has a special last day of school ritual to mark the end of this school year.

The Board of Trustees also needs to be celebrated. Each trustee took on additional duties this year and engaged with their assigned responsibilities far beyond expectations. Together we have created new anti-racism, arts and anti-poverty policies, we have had two motions passed at BCSTA, passed a budget with enhanced supports for our students and staff, and we have hired a new superintendent! I want to thank each of trustee for their hard work, creative thinking, and passion that they have displayed this year. A special thanks to Vice-Chair Hampvent who has been a key support to the board in addition to her regular responsibilities. It has been a joy and an honour to serve as your Chair this year; I am inspired and excited about what we can accomplish together in the 2021-2022 school year!

I wish everyone a carefree and relaxing summer full of new experiences and special memories. I look forward to connecting with all of you in September to celebrate the start of the new school year.

May 28, 2021

Dear leader in our community:

As you know, the Sunshine Coast Resource Centre was contracted by the District of Sechelt on behalf of all local governments to develop a Poverty Reduction Strategy for our region. The report will go into design stage next week and be released to the public in late June.

We are asking you today to endorse our recommendation for the formation of a regional Social Planning Council to address the fragmentation of service delivery and improve communication between organizations. This is our top recommendation and will facilitate a collaborative approach to addressing the crisis of poverty on the Sunshine Coast. The recommendation reads as follows:

Recommendation 1

- a. Create a regional social planning council (SPC) to facilitate communication and collaboration for service delivery on the Sunshine Coast.**
- b. Create a regional leadership round table of elected officials to liaise with the SPC and lobby senior levels of government to acquire resources for the priorities identified by the SPC for the Sunshine Coast**

The objectives for the first year would include:

- Hire a part-time coordinator to achieve the priority actions and manage communication between meetings
- Create a 3 – 5 year strategic plan for the Social Planning Council
- Invite all service providers who are addressing poverty, housing, childcare, food security, transportation, health and digital literacy to join the table
- Continue the longer term communication strategy identified in the Poverty Reduction Strategy to increase awareness of poverty in our communities
- Share information about service providers' priorities to address social issues in our community
- Set up regular communication with the leadership round table regarding changing needs and priorities developed in the strategic plan



We are also recommending continued work on a regional housing table and enhancing the existing collaborative childcare table. There will be a lot of work on both these issues in the coming year. We see these tables informing the social planning council.

We know you are delivering vital services that address many of these issues. Your membership on the Social Planning Council will be crucial to its success. We hope it will also reduce duplication and lack of clarity regarding the interventions each organization is attempting. We will only solve this crisis if we work together; by working together we ensure that our efforts help those who need it most.

We are requesting that you take this letter to your governance board and confirm your endorsement by June 25, 2021. Don't hesitate to contact us if you need any further information. You can send your endorsement to imagine@resourcecentre.ca.

When our report is filed on June 30, we will append a celebration page listing all the agencies endorsing this recommendation to create a Social Planning Council. Thank you for your support. It has been a privilege to work with you and your frontline staff to learn about the poverty challenges in our communities and to imagine solutions that will benefit everyone.

Sincerely,

Betty Baxter

Pat Feindel

Consultants

Poverty Reduction Strategy

Sunshine Coast Resource Centre

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

STUDENT TRUSTEE REPORT

Submitted by Student Trustee Abby Grunenberg
June 9th, 2021

I would be lying if I said that the Student Trustee position wasn't daunting. With the COVID-19 pandemic a prominent issue during my term, I had to adjust to new situations. We have all accepted Zoom calls, masks, and sanitization methods into our lives. I have yet to step into the School District 46 office or meet the Trustees in person. With this lack of physical connection with District Staff and students, there was only an increased need for communication and consideration. The pandemic has highlighted the needs of students, which the District Student Leadership Team (DSLTL) has discussed during monthly meetings.

The concerns the DSLTL collected were from a survey conducted earlier in the school year. With the survey anonymous, the answers were blunt but helpful. The honest feedback allowed us to seriously consider the diverse viewpoints of our student population. We have supported the increased need for education surrounding racism and mental health. The DSLTL has found that anonymous surveys were the most efficient way to collect opinions from students.

This year, I had the honour to join the Ad-Hoc Equity Committee and Ad-Hoc Anti-Poverty Committee. When I entered this position, I directed my goals on racial equality. Both of these committees presented opportunities to further represent students on policies that would directly affect them.

The Student Trustee position has given me insight into the contemplation and complex discussions the Trustees put towards making decisions. I appreciate their never-ending support for including Student Voice. I want to acknowledge the role of the School Board in initiating the DSLTL and the Student Trustee position. The support of student voice encourages personal growth leading to the betterment of our district.

The Student Trustee Role has been a unique learning experience which I would recommend that all District Student Leadership Team students should apply for when given the opportunity. It is a rare chance to leave a positive impact on future generations. I wish all future Student Trustees luck during their term on the School District 46 School Board.



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

Tuesday, May 25, 2021, 12:00 p.m.
Online via Zoom

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

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

REGRETS: A. Amaral, Trustee

1. Call to Order

Vice-Chair Hampvent called the meeting to order at 12:00 p.m.

2. School Growth Plan Presentations

Copies of presentations from this meeting available at: <https://sd46.bc.ca/district-information/board-of-education-and-governance/board-meeting-schedule/>.

a. West Sechelt Elementary

Principal Jeff Marshall shared the West Sechelt Elementary growth plan, which focuses on four goals: reading, social/emotional wellness, writing and numeracy. Secretary-Treasurer Weswick reported that a catchment review will be completed prior to opening kindergarten registration in 2022.

b. Madeira Park Elementary

Principal Sandy Magnussen reported on school growth plans for Madeira Park Elementary, which focuses on fostering a love of literacy, social emotional responsibility and building community. Staff have met to explore and practice positive discipline practices. Students are engaged in a school wide fine arts project and have appreciated a hot breakfast program provided by the community school.

c. Roberts Creek Elementary

Principal Christa Rive reported that staff continue to engage in professional development on connections and social emotional well-being in an effort to build connections and relationships with students. Principal Rive shared several programs that help to maintain and encourage a

culture of care and understanding with students. Students are involved in projects which give back to the community.

d. Elphinstone Secondary

Principal John Brisebois reported on programs to support vulnerable students and described how internal supports and established practices support students as they work towards graduation.

3. Goal 2.d. - Leaders

Director Bishop reported ways in which staff demonstrate leadership in their work, including staff initiatives to support the staff well-being campaign and through the efforts of the district inclusion support team. The district continues to be a provincial leader in early learning programs.

4. Select Standing Committee on Finance and Government Services Discussion

The committee discussed the merits of presenting to the Select Standing Committee on Finance and Government Services (SSCFGS) to advocate for the budgetary needs for the school district.

RECOMMENDATION: “TO submit a letter and/or present as a delegation to the Select Standing Committee on Finance and Government Services.”

Additional information will be shared once the SSCFGS has shared the plan for Budget 2022 consultation process, which must be completed by November 2021.

The committee discussed sharing the board’s priorities as potential items to include in the submission to the SSCFGS:

- Anti-poverty initiatives,
- Food in schools support,
- Supports for art in schools,
- Roots of Empathy funding,
- Additional funding for mental health supports,
- Supports for transitions to the provision of daycare,
- Expansion of the Seamless Day pilot,
- Active transportation supports, and
- Uncertainty for phase 2 of the Funding Model Review, and
- Increased funding for costs related to inflation.

5. Student Forum Debrief

Staff reported that students weighed the benefits and challenges of meeting through video conferencing. Students shared their appreciation for the district’s ongoing support for the student voice. Students reported being satisfied with the variety of participants selected for the forum but questioned if some student demographics may have been missed. The overall shape of the forum, with breaks between discussion items, was favored by many. Students suggested that additional clarity on roles would be helpful, for instance clearly identifying the moderators for the discussion groups in order to alleviate confusion. Principals have reached out to their students to connect and debrief after the event.

Trustee Haines left the meeting at 2:00 p.m.

6. Intergovernmental Meeting Debrief

The committee reviewed the notes from the Intergovernmental Government meeting. Vice-Chair Hampvent and Trustee Leech agreed to review the discussion group feedback and look for common themes. The notes and discussion group themes will be shared with local governments as soon as possible.

7. Policy Review (standing item)

a. Role of the Secretary-Treasurer (12)

The committee reviewed suggestions for updates presented by Secretary-Treasurer Weswick. The committee supported the updates and suggested adding the following language: "Supports the board chair in maintaining governance processes".

RECOMMENDATION: TO approve the updated Role of the Secretary-Treasurer."

b. Special Meetings (53)

The committee reviewed the bylaw. There were no edits suggested.

8. Regulations for Review

a. Reg. 3120 - Health and Safety

Director Bishop shared revisions to the Health and Safety regulation, to match current practices and to clarify that safe work practices are expected for students involved in work experience or apprenticeship programs.

9. Communication Plan (standing item)

The committee reviewed the communication plan and suggested adding Enhanced Student Learning Report to the June Education Committee meeting and to the September Regular Board meeting.

Vice-Chair Hampvent reminded trustees of the Ad Hoc Trustee Honourarium Committee scheduled for May 27 and invited all trustees to attend to take part.

The agenda setting committee will discuss the best venue for a continued conversation on surplus property.

10. Adjourn

The meeting adjourned at 2:34 p.m.

12 ROLE OF SECRETARY-TREASURER

The Secretary-Treasurer is identified by the *School Act* as the Board's corporate financial officer. Furthermore, the Secretary-Treasurer is responsible to the Superintendent to consider student learning and equity when overseeing all business functions pertaining to the school district's operations, including the financial health, assets and stability of the school district. Consequently, the Secretary-Treasurer shall:

- 12.1 Partner with the Superintendent to support the Board on all operational and strategic issues; provide strategic recommendations to the Board based on financial analysis and projections.
- 12.2 Undertake responsibility and leadership for the annual budget development process, cost management, and regular financial reporting to the Board and Superintendent.
- 12.3 Maintain awareness of local and provincial educational initiatives and support the Superintendent in their implementation.
- 12.4 Receive, process or disburse funds under controls that are sufficient to meet the Board-appointed auditor's standards, and invest or hold funds only in secure instruments.
- 12.5 Permit expenditures to exceed revenues at the end of the fiscal year only if authorized by the Board.
- 12.6 Implement risk management processes to reduce and avoid, wherever possible, exposing the school district, the Board or staff to claims of liability.
- 12.7 Oversee Board assets, including property, facilities and vehicles, including long-term planning, regular refresh, and preventative maintenance.
- 12.8 Oversee any transportation the Board offers to students to and from school.
- 12.9 Take into consideration the Board's intention to protect the cultural, heritage and environmental assets of the school district whenever possible.
- 12.10 Acquire, encumber or dispose of real property only with Board approval.
- 12.11 Consult with the Board before entering into any significant partnerships or contracts.
- 12.12 Become familiar with and comply with the accounting and administrative procedures specified by the minister and keep a record of the proceedings of the board.
- 12.13 Oversee Freedom of Information requests and Protection of Privacy requirements.

- 12.14 Appoint an individual or act as the Chief Elections officer for Trustee elections.
- 12.15 Support the Board Chair in maintaining governance processes.

Board Policy: December 2010
Revised: November 2013, May 2021



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

Tuesday, May 25, 2021, 2:45 p.m.
Online via Zoom

TRUSTEES: S. Girard (Committee Chair), S. Leech, M. Hampvent,
P. Ruth

STAFF: P. Bocking, Superintendent; P. Bishop, Director of
Instruction; K. Kerr, Director of Instruction; S. Mackenzie,
CUPE 801; E. Reimer, Executive Assistant (Recording
Secretary)

REGRETS: A. Amaral, Trustee

1. Call to Order

Trustee Girard called the meeting to order at 2:55 p.m.

2. Goal 1.i – Digital Literacy

District Inclusion Technology Teacher, Ann Pimentel, provided an update on the tools and supports for diverse learners, such as Read and Write workshops and math apps available through One Billion App Company. The district collaborates with provincial partners, the Accessible Resource Centre BC (ARC BC) and Special Education Technology BC (SET BC). A number of workshops and supports are available to support applied design, skills and technology programs, including coding workshops, Book Creator workshops, Scratch/Scratch Junior workshops as well as innovation kits to support robotics education in the classroom.

The district offered several workshops on inclusive technology initiatives to staff and families. The Teachers Education Teachers on Technology Team (TETT) continues to meet and collaborate with teachers. Local libraries are offering STEAM kits to interested families on the coast. A copy of Ms. Pimentel's presentation is available at <https://sd46.bc.ca/district-information/board-of-education-and-governance/board-meeting-schedule/>.

3. Goal 1.k – Fine Arts

Superintendent Bocking shared the BC Curriculum for arts education to provide a sample of the “big ideas” that a teacher would consider in each grade. The committee reviewed the core competencies and curricular competencies that a teacher would follow when teaching arts to students in grade 3.

The committee discussed the differences between the board's new Art in Schools policy and the district's fine arts planning team. The board's policy is specific to the display of arts in schools while the district's Fine Arts Committee is focused on developing a three-year action plan to support arts education at our schools.

4. Goal 1.I. – Graduation

Director Bishop reported on:

- Graduation ceremonies during the pandemic,
- Virtual sessions for career development support for parents and youth,
- Career connections opportunities in the district,
- Work experience opportunities and apprenticeships,
- Work in Trades awards offered to students who completed 480 hours of course work and 900 hours of practical work.

Director Bishop shared student six-year completion rates for both indigenous and non-indigenous students and reported on next steps.

5. District Report to the Ministry

Superintendent Bocking indicated that materials previously available on the Student Success website are being transitioned to the district website as the district transitions to the new requirements of the Enhancing Student Learning Report. A full report on district's the Enhancing Student Learning Report will be presented at the June Education Committee meeting with board approval considered at the September Regular Meeting.

6. Adjourn

The meeting adjourned at 3:50 p.m.



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

Tuesday, May 25, 2021, 10:00 p.m.
Online via Zoom

TRUSTEES: S. Leech (Committee Chair), S. Girard, R. Ruth, T. Ste. Marie

STAFF: P. Bocking, Superintendent; N. Weswick, Secretary-Treasurer; P. Bishop, Director of Instruction; K. Kerr, Director of Instruction; P. Luporini, District Principal; R. Collison, Manager of Facilities; S. Mackenzie, CUPE 801; E. Reimer, Executive Assistant (Recording Secretary)

REGRETS: A. Amaral, Trustee; S. Haines, Trustee

1. Call to Order

Trustee Leech called the meeting to order at 10:00 a.m.

2. 2022/23 Five Year Capital Plan

Secretary-Treasurer Weswick reviewed the 2022/23 Five Year Capital Plan, which lists the following projects in order of priority:

- Expansion Program (EXP):
 - Four classroom addition at Gibsons Elementary School
- Seismic Mitigation Program (SMP):
 - Upgrade for the Sunshine Building
- School Enhancement Program (SEP):
 - Additional flooring remediation at Kinnikinnick Elementary
 - Roof section replacements at Elphinstone and Chatelech Secondary, and Madeira Park Elementary
 - Vinyl composite replacement at Elphinstone Secondary
- Carbon Neutral Capital Program (CNCP):
 - Lighting upgrades at Langdale Elementary and Chatelech Secondary
 - Air source heat pumps at Chatelech and Elphinstone Secondary
- Playground Enhancement Program (PEP):
 - Universally available playground equipment at Davis Bay and Langdale Elementary.

RECOMMENDATION: “To approve the 2022/2023 Five-Year Capital Plan”

Historically, the district has been approved for 2-3 projects funded under minor capital programs, specifically the School Enhancement Program, Carbon Neutral Capital Program and Playground Enhancement Programs.

3. Annual Facilities Grant

Manager Rob Collison presented the spending plan for the Annual Facilities Grant for the 2021/22 school year, in the amount of \$949,000.00. The projects included in the plan are:

- Accessibility upgrades at Halfmoon Bay Elementary
- Interior renovations at Chatelech Secondary
- Site safety enhancements at Gibsons Elementary
- Asbestos abatement at Chatelech Secondary
- Playground equipment repairs at Davis Bay Elementary
- Roof section replacement at Cedar Grove Elementary, Langdale Elementary and Pender Harbour Secondary
- Field upgrades at Elphinstone and Chatelech Secondary
- Gym floor refinishing at Pender Harbour Secondary and Madeira Park Elementary
- Site upgrades at Gibsons Elementary to enclose a heat pump

RECOMMENDATION: “To approve the spending plan for the Annual Facilities Grant.”

4. Goal 3.f. – Transportation Strategies

Secretary-Treasurer Weswick shared the following information:

- Dash cameras have been installed on 12 of 15 buses
- Stop arm cameras will be added to two buses traveling on routes with the highest number of illegal passing infractions
- An extended stop arm has been ordered
- Update\’s to regulation 4160 will be proposed to promote active travel initiatives.

The district has reviewed bus routes proposed by external consultants to improve service and create efficiencies. While the routes improve on wait times at schools, reduce the number of km that buses travel, and reduce the number of transfer points, the average ride times for students are increased and overall key performance indicators are not improved. The district plans to continue to assess routes and look for efficiencies in the 2021/22 school year. In the meantime, the district will propose slight adjustments to bell schedules at some schools in order to address issues with buses arriving after the morning bell or departing before the final bell.

Trustees also shared concerns that the routes, as proposed, would increase the amount of time that students are on buses.

Secretary-Treasurer Weswick reported that the district intends to evaluate the cost and benefit of shifting to in-house bussing and shared information on the ministry’s funding process for the acquisition and replacement of school buses.

The committee discussed advocating to the ministry to improve supports for active travel.

RECOMMENDATION: "TO advocate to the Ministry of Transportation and Infrastructure for a designated contact for school districts to support active travel and a structure through which school districts and/or local government could work together with the Ministry to look at infrastructure and improvements for active travel."

A copy of the full presentation is available at <https://sd46.bc.ca/district-information/board-of-education-and-governance/board-meeting-schedule/>.

5. Joint-Use Committee – Terms of Reference

The committee reviewed terms of reference for the Joint-Use Committee, developed by staff at SD46 and SCRD. Staff from both organizations are presenting the terms for review for review, collaboration and approval prior to scheduling a Joint-Use Committee meeting in September or October.

Trustees discussed points 2.1.e, 3.2 and 4.7.c. but did not make any recommendations for changes. Secretary-Treasurer Weswick reported that the committee would meet as an open meeting, shifting to in camera sessions only as required, as per item 4.3.

6. Local Government OCP and Zoning Referrals (standing item)

There were no referrals to consider.

7. Adjourn

The meeting adjourned at 11:20 a.m.

2022/2023 Capital Plan Summary

Program Name	Project Priority	Facility or Project Name	Project Description or Type	Estimated Project Cost
Addition	1	Gibsons Elementary	4 classroom addition	3,955,000
Seismic	1	Sunshine Building	Seismic upgrade	2,100,000
SEP	1	Kinnikinnick Elementary	Phase 2 of flooring remediation.	600,000
SEP	2	Elphinstone Secondary	Replace roof sections	500,000
SEP	3	Chatelech Secondary	Replace roof sections 11 and 14	625,000
SEP	4	Madeira Park Elementary	Replace roof sections 1,2, and 3	400,000
SEP	5	Elphinstone Secondary	Replacement of Vinyl Composite and Vinyl Sheet	200,000
CNCP	1	Langdale Elementary	Lighting upgrade (LED) - Efficiencies	75,000
CNCP	2	Chatelech Secondary	Lighting upgrade (LED) - Efficiencies	350,000
CNCP	3	Chatelech Secondary	Install air source heat pump as primary fuel source for h	550,000
CNCP	4	Elphinstone Secondary	Install air source heat pump as primary fuel source for h	550,000
PEP	1	Davis Bay Elementary	Universally Accessible Playground Equipment	165,000
PEP	2	Langdale Elementary	Universally Accessible Playground Equipment	165,000
Total				10,235,000

Definitions:

SEP - School Enhancement Program (Minor Capital)

CNCP - Carbon Neutral Capital Program

PEP - Playground Equipment Program

Name	Total Project Cost	Project Type	Project Description	Project Request Status	Submission
150290 - Halfmoon Bay Elementary	100,000.00	Accessibility Upgrades	Replace retaining walls, stairs and ramps to playground	Draft	AFG 2021/2022 2021-08-31
150291 - Chatelech Secondary	265,000.00	Interior Construction	interior renovation	Draft	AFG 2021/2022 2021-08-31
150292 - Gibsons Elementary	30,000.00	Site Upgrades	Site safety enhancements	Draft	AFG 2021/2022 2021-08-31
150293 - Chatelech Secondary	50,000.00	Asbestos Abatement	Remove asbestos containing flooring	Draft	AFG 2021/2022 2021-08-31
150294 - Davis Bay Elementary	30,000.00	Site Upgrades	Repair damaged playground equipment	Draft	AFG 2021/2022 2021-08-31
150295 - Cedar Grove Elementary	80,000.00	Roofing	Replace roof sections	Draft	AFG 2021/2022 2021-08-31
150296 - Elphinstone Secondary	30,000.00	Site Upgrades	Play field upgrades	Draft	AFG 2021/2022 2021-08-31
150297 - Chatelech Secondary	30,000.00	Site Upgrades	Play field upgrades	Draft	AFG 2021/2022 2021-08-31
150299 - Pender Harbour Elem-Secondary	10,000.00	Interior Construction	Refinish gym floor	Draft	AFG 2021/2022 2021-08-31
150301 - Madeira Park Elementary	4,000.00	Interior Construction	Refinish gym floor	Draft	AFG 2021/2022 2021-08-31
150304 - Halfmoon Bay Elementary	50,000.00	Interior Construction	Interior renovation	Draft	AFG 2021/2022 2021-08-31
150384 - Cedar Grove Elementary	50,000.00	Roofing	Replace roof sections	Draft	
150385 - Gibsons Elementary	10,000.00	Site Upgrades	Build enclosure for heat pump	Draft	
150395 - Langdale Elementary	35,000.00	Roofing	Replace roof section 11	Draft	
150396 - Pender Harbour Elem-Secondary	175,000.00	Roofing	Replace roof section 2	Draft	
	949,000.00				



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)
AD HOC TRUSTEE HONOURARIUM COMMITTEE NOTES**

Wednesday, May 26, 2021, 5:30 p.m.
Online via Zoom

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

STAFF: P. Bocking, Superintendent; P. Bishop, Director of
Instruction; K. Kerr, Director of Instruction; S. Mackenzie,
CUPE 801; E. Reimer, Executive Assistant (Recording
Secretary)

1. Call to Order

Chair Amaral called the meeting to order at 5:35 p.m.

2. Trustee Honourarium

Chair Amaral reported that the motion made at the March Regular Board Meeting, regarding alignment of the trustee honourarium and the Vancouver CPI, was limited to a single year due to confusion arising from a separate recommendation surrounding gender and pay equity.

The committee confirmed that the intention of the original recommendation was to continue with yearly alignment with the Vancouver CPI, on an ongoing basis, with review taking place as described in the terms for the Trustee Honourarium Committee.

RECOMMENDATION: "TO adjust the trustee honourarium to align with the Vancouver CPI until further review."

The committee discussed pursuing a conversation around gender equity and pay equity when determining trustee honourarium. The committee agreed to collect additional data in order to support such a conversation. A prior motion arising from the recommendations of the February Ad Hoc Trustee Honourarium Committee was defeated due to confusion surrounding the wording of the motion. However, trustees indicated at the time that there was an appetite for a continued conversation. The committee suggested collecting data from a variety of sources to help inform that future conversation.

RECOMMENDATION: "TO draft a letter to BCSTA to request research on the topic of trustee honourarium through an equity lens"

RECOMMENDATION: “TO write to the Minister of Women and Gender Equality, Maryam Monsef, to request any research relating to women in municipal/local government elected roles, including school trustees, and their wages”

The committee suggested bringing the item to a future Committee of the Whole, once supporting data has been collected, for a conversation involving all trustee and to reconvene the Ad Hoc Trustee Honourarium Committee after that meeting to discuss next steps.

3. Adjourn

The meeting adjourned at 6:09 p.m.



**BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)
AD HOC ANTI-POVERTY POLICY COMMITTEE NOTES**

Tuesday, June 1, 2021, 7:00 p.m.
Online via Zoom

TRUSTEES: T. Ste. Marie (Committee Chair), A. Amaral, M. Hampvent,
A. Grunenberg (Student Trustee)

STAFF: P. Bocking, Superintendent; K. Kerr, Director of Instruction;
E. Reimer, Executive Assistant (Recording Secretary)

1. Call to Order

Trustee Ste. Marie called the meeting to order at 7:04 p.m.

2. Stakeholder Feedback and Policy Review

Director Kerr reported that consultation had taken place with the following stakeholders:

- Sunshine Coast Poverty Reduction Strategy Advisory Committee
- Community School Coordinators
- Healthy Schools Committee
- Indigenous Education Advisory Circle
- Principals and Vice-Principals
- Sunshine Coast Teachers' Association (SCTA)
- CUPE Local 801
- District Student Leadership Team (DSLTT)
- Sunshine Coast Community Services
- Ministry of Children and Family Development
- Hon. Nicholas Simmons, Minister of Social Development and Poverty Reduction

Director Kerr shared feedback received through the consultation sessions and noted that stakeholders were supportive of the board's initiative in developing the policy. The committee considered feedback provided by stakeholders and associated edits incorporated in the draft policy by Director Kerr. The committee considered feedback regarding the poverty lens questions and elected to keep the language as originally drafted. The committee suggested the addition of a reference to the board's foundational statements in the policy.

RECOMMENDATION: "TO approve the Anti-Poverty Policy."

3. Adjourn

The meeting adjourned at 8:01 p.m.

28 ANTI-POVERTY

The Sunshine Coast Board of Education commits to ensuring that barriers to education are recognized and addressed in all of our schools. Further, the Board believes that an equitable public education is an experience that is free from systemic discrimination and is necessary to break the cycle of poverty.

Poverty for our students is the condition by which an individual or a family does not have sufficient social and/or economic resources to achieve holistic wellbeing and dignity and who is limited in their choices to fully participate in all educational opportunities.

Poverty has profound, adverse social consequences including discrimination, hatred, bullying, harassment, physical and sexual violence, social and emotional isolation, substance use, homelessness, school absences, physical and mental illness, self-harm, and suicide.

The Board has developed this policy in accordance with its Foundational Statements¹, Mission Statement^{1.2}, and Affirmation Statement^{1.3}. It is in line with the UN Convention on the Rights of the Child, UN Universal Declaration of Human Rights, Poverty Reduction Strategy Act – Government of BC, Together BC Poverty Reduction Strategy, Canada without Poverty-Human Rights and Poverty Reduction Strategies, and the BC Child Poverty Report Card.

- 28.1 The Board expects each member of the school district community to support equitable access to education by:
- a. recognizing that poverty is multi-faceted and complex;
 - b. respecting the dignity of people living in poverty;
 - c. Listening to people who experience poverty;
 - d. recognizing the vast range of experiences of people living in poverty;
 - e. identifying the groups within the community who are especially and/or uniquely impacted by poverty;
 - f. providing a safe and welcoming environment for every student and family free from stigma;
 - g. supporting strong relationships with community agencies supporting families in poverty;
 - h. ensuring equitable access to all school opportunities;
 - i. ensuring food security during the school day;
 - j. providing supports to enable maximum attendance and engagement in education.
- 28.2 The Board and executive staff will use a poverty-based analysis when making decisions that impact our students. Incorrect assumptions can lead to unintended and unequal impacts on particular groups of people. We can begin to challenge our assumptions and

apply a Poverty-Based Analysis Lens to the work we do as a district by asking these key questions:

- a. Do I believe that the issues I work on are poverty neutral? *Or culturally neutral? Ability neutral?* Is this based solely on my own experience?
- b. Is it possible that my assumptions prevent me from asking questions and hearing or understanding answers that are outside my own experience?
- c. How might attitudes and norms, my own, those of my organization, and those of the institutions and society that surround me, limit the range of policy options I consider and propose?

Board Policy: June2021

Revised:

Sunshine Coast Regional District

1975 Field Road
Sechelt, British Columbia
Canada V0N 3A1

P 604-885-6800
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Toll free 1-800-687-5753

info@scrd.ca
www.scrd.ca



June 2, 2021

School District 46 - Sunshine Coast
PO Box 220 – 494 South Fletcher
Gibsons, BC V0N 1V0
questions@sd46.bc.ca

Attention: Amanda Amaral, Chair, Board of Education

Dear Chair Amaral:

RE: Spring 2021 Intergovernmental Meeting

The Sunshine Coast Regional District Board would like to express our sincere appreciation to School District No. 46 for hosting the Spring 2021 Intergovernmental Meeting. We would also like to extend this appreciation for the Sunshine Coast Youth Council for their participation in the meeting.

We value the collaboration and working together on important Sunshine Coast issues.

Sincerely,

SUNSHINE COAST REGIONAL DISTRICT

A handwritten signature in black ink, appearing to read "Lori Pratt", with a long horizontal flourish extending to the right.

Lori Pratt
SCRD Board Chair



SCHOOL DISTRICT 46 - SUNSHINE COAST
Excellence in all we do!

BOARD COMMITTEE MEETING SCHEDULE
 2020-2021

MONTH	OPERATIONS COMMITTEE	COMMITTEE OF THE WHOLE	EDUCATION COMMITTEE
September 22, 2020	10:00 to 11:30 AM	12:00 to 2:00 PM	2:30 to 4:00 PM
October 27, 2020	10:00 to 11:30 AM	12:00 to 2:00 PM	2:30 to 4:00 PM
November 24, 2020	10:00 to 11:30 AM	12:00 to 2:00 PM	2:30 to 4:00 PM
December 15, 2020	10:00 to 11:00 AM	11:30 to 2:00 PM	2:30 to 4:00 PM
January 26, 2021	10:00 to 11:30 AM	12:00 to 2:00 PM	2:30 to 4:00 PM
February 23, 2021	9:30 to 11:15 AM	11:30 to 2:00 PM	2:30 to 4:00 PM
March 30, 2021	9:30 to 11:30 AM	12:00 to 2:30 PM	Cancelled
April 27, 2021	10:00 to 11:30 AM	12:00 to 2:30 PM	3:00 to 4:00 PM
May 25, 2021	10:00 to 11:30 AM	12:00 to 2:30 PM	2:45 to 4:00 PM
June 22, 2021	10:00 to 11:30 AM	12:00 to 2:00 PM	2:30 to 4:00 PM
JUNE AGENDAS:	<ol style="list-style-type: none"> 1. Goal 3.e. - District Facilities 2. Emergency Preparedness 3. West Sechelt Catchment Review 4. Food Review Committee 5. Transportation Review 6. Local Government OCP and Zoning Referrals (standing item) 	<ol style="list-style-type: none"> 1. Strategic Plan Year in Review 2. Trustee Evaluation Process 3. Risk Management 4. Policy Review (standing item) <ol style="list-style-type: none"> a. Neighbourhood Schools (16) b. Closed Meetings (54) 5. Regulations for review: <ol style="list-style-type: none"> a. Physical Restraint (3170) 6. Communication Plan (standing item) 	<ol style="list-style-type: none"> 1. Enhancing Student Learning Report 2. Elementary Reporting Four-Point Scale

Agenda packages, minutes and notes are available on the district website at <https://sd46.bc.ca/district-information/board-of-education-and-governance/board-meeting-schedule/>

All public committee meetings scheduled to take place during the COVID-19 pandemic will be live-streamed to <https://www.youtube.com/SD46Schools/>