



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

REGULAR MEETING AGENDA

June 14, 2016 at 7:00 p.m.
At the School Board Office, Gibsons, B.C.

1. **Call to Order**
2. **Presentation:**
 - a. Celebrating Education: Aboriginal Education – K. Mahlman
3. **Public Question Period** (*10 minutes in total*)
4. **Adoption of the Agenda**
5. **Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings**
 - a. Regular Meeting – May 10, 2016 Pg. 3-8
 - b. Record of Closed Meeting – May 10, 2016 Pg. 9
6. **Reports**
 - a. **Executive Reports**
 - i. Strategic Plan Update:
 1. Goal 1.e. – Physical Health Pg. 10-17
 2. Goal 1.h. – Experiential Learning/Personalize Inquiry Pg. 18-19
 3. Goal 1.j. – Indigenous Cultures and Goal 3.f. - shíshálh Indian Band and Skwxwú7mesh Nation Pg. 20
 4. Goal 2.g. – Communicate and Celebrate Pg. 21-22
 - ii. Superintendent’s Report Pg. 23
 1. Reg. 3550 (Rental of School Facilities) – circulating to August 15, 2016 Pg. 24-30
 - iii. Secretary-Treasurer’s Report Pg. 31
 1. Administrative Savings Plan – Revised (*motion*) Pg. 32
 2. 2015/16 Capital Plan (*bylaw pg. 33 and motion pg 35.*) Pg. 33-35
 - iv. Information Items:
 1. Larger Cheques Written in the Months of May Pg. 36-37
 2. Expenditures by Object Pg. 38
 - b. **Board/Committee Reports**
 - i. Board Report Pg. 39-40
 1. Ad Hoc Community Celebration Committee Notes – May 31, 2016 (*motion*) Pg. 41-42
 2. Student Trustee/DSLTL Report
 3. DPAC Report Pg. 43-45
 - ii. Operations Committee – May 19, 2016 (*motion*) Pg. 46-47
 1. 2016/17 Capital Plan Pg. 48
 - iii. Committee of the Whole – May 24, 2016 (*motion*) Pg. 49
 - iv. Policy Committee – May 24, 2016 (*motion*) Pg. 50-55
 - v. Education Committee Notes – May 25, 2016 Pg. 56-57

MOTION: “TO receive the reports.”

 7. **Questions and Enquiries from the Public Relating to the Board Meeting**
 8. **Correspondence**
 - a. MLA J. Sturdy – Sunshine Coast Fixed Link Study Meetings Pg. 58-59
 9. **Next Meeting**

The next public board meeting will be held on September 13, 2016.

MOTION: “TO approve the committee agendas.”

10. Adjournment

**COMMITTEE MEETINGS
2015 – 2016**

MONTH	EDUCATION COMMITTEE	OPERATIONS COMMITTEE	POLICY COMMITTEE	COMMITTEE OF THE WHOLE
September	16 from 1 – 2:30 pm	17 from 12:30 – 2 pm	–	22 from 9:30 – 11:30 am
October	28 from 1 – 2:30 pm	20 from 12:30 – 2 pm	27 from 10:30 – 12 pm	27 from 9:30 – 10:30 am
November	25 from 1 – 2:30 pm	26 from 11 – 12:30 pm	24 from 11:30 – 1 pm	24 from 9:30 – 11:30 am
December	16 from 1 – 2:30 pm	Cancelled	Cancelled	17 from 1:00 – 2:30 pm
January	27 from 1 – 2:30 pm	21 from 12:30 – 2 pm	26 from 11:30 – 1 pm	26 from 9:30 – 11:30 am
February	24 from 1 – 2:30 pm	18 from 12:30 – 2 pm	23 from 11:30 – 1 pm	23 from 9:30 – 11:30 am
March	30 from 1 – 2:30 pm	Cancelled	Cancelled	Cancelled
April	27 from 1 – 2:30 pm	21 from 12:30 – 2 pm	26 from 11:30 – 1 pm	26 from 9:30 – 11:30 am
May	25 from 1 – 2:30 pm	19 from 12:30 – 2 pm	24 from 11:30 – 1 pm	24 from 9:30 – 11:30 am
June	20 from 9 – 10:30 am	16 from 12:30 – 2 pm	Cancelled	21 from 10:30 - 12:30 pm

All committee meetings will take place at the School Board Office, unless otherwise noted.

Agendas for Upcoming Meetings:

Education Committee – June 20 from 9:00-10:30 am at the SBO

1. Early Years Three Year Plan – S. Lamb and K. Deasey
2. Charitable Donations Report
3. Curriculum (*standing item*)
4. Parent Engagement (*standing item*)

Operations Committee – June 16 from 12:30-2:00 pm at the SBO

1. Emergency Preparedness Update
2. Transportation Review
 - a. PHSS/MPES Transportation Consultation Feedback
3. Long Term Facilities Plan (*standing item*)

Committee of the Whole – June 21 from 10:30-12:30 pm at the SBO

1. Strategic Plan – Year Review
2. Committee Meeting Timing and Draft 2016/17 Schedule
3. Communication (*standing item*)



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

Held on Tuesday, May 10, 2016
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: B. Baxter (Chair), L. Pratt (Vice-Chair), L. Dixon, D. Mewhort,
G. Russell, P. Ruth, C. Younghusband, W. Henley (Student Trustee)

STAFF: P. Bocking, Superintendent of Schools
P. Bishop, Director of Instruction
V. White, Director of Instruction
N. Weswick, Secretary-Treasurer
E. Reimer, Executive Assistant (Recording Secretary)

#70. Call to Order

The meeting was called to order at 7:00 p.m.

Chair Baxter acknowledged that the meeting was taking place on the traditional territory of the Squamish Nation and welcomed those in attendance.

#71. Presentations:

- a. Celebrating Education: Libraries and Literacy – K. Deasey, T. Therrien and M. Hodgkins

Tracey Therrien and Margaret Hodgkins, from the Gibsons and Sechelt District Public Libraries, provided information on local initiatives to support reading and increase library membership. Ms. Therrien and Ms. Hodgkins shared plans to create pop-up libraries at elementary schools in order to promote their summer reading programs. Students are encouraged to apply for library cards and registration forms are being distributed through elementary schools. Public library programs will continue into the fall and winter months, in partnership with the school district, in an attempt to reduce barriers to access and excite students about what's available in public libraries. At the secondary level, public librarians will be working with SD46 teachers and teacher librarians to introduce tools to secondary students that will carry over to their post-secondary research needs.

Early Learning Coordinator, Kirsten Deasey, reported that the district would continue to encourage reading through the summer months with the popular WonderWheels bus. In addition it's summer schedule, the bus will visit every school in June to encourage more students to access the resource over the summer months.

Chair Baxter thanked the librarians for their work and partnership with the school district.

- b. Energy Ambassadors – J. Callaghan, J. Stroman, R. Collison, Q. Ruth and M. Fielding

Jennifer Callaghan, BC Hydro Energy Ambassadors Coordinator, reported that students at three of the district's secondary school participated in the program, which encourages energy conservation by providing a structure for student teams to investigate potential energy reduction strategies at their schools.

Quintin Ruth reported back on an initiative that took place at Elphinstone Secondary dubbed "Hibernation Day". Students and teachers were encouraged not to use lights or heat during the day in order to determine what potential energy savings could be achieved. While the students

faced some challenges in the effectiveness of the experiment, Mr. Ruth reported that the reductions in usage resulted in a total energy savings valued at \$113 for the day.

Michelle Fielding, a student at Pender Harbour Secondary, reported on her team’s initiative which involved the use of a solar trailer on loan from Clear Energy Solutions. The group is currently harnessing solar energy to power charging stations for students’ cell phones.

Trustees shared their enthusiasm for the student projects and their work to promote energy awareness across the school district.

Johan Stroman, REDE Energy, and Ms. Callaghan presented all three schools with energy management certificates for their participation in the program.

A short photo opportunity took place and the meeting resumed at 7:32 pm.

#72. Public Question Period

- No questions

#73. Adoption of the Agenda

MOTION: Ruth/Russell

“THAT the agenda of May 10, 2016 be adopted.”

Carried.

#74. Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings

MOTION: Mewhort/Pratt

“THAT the minutes of the Regular Meeting of April 12, 2016, the Record of the Closed Meeting of April 12, 2016 and the Record of the Special Closed Meeting of April 26, 2016 be adopted.”

Carried.

#75. Reports

a. Executive Reports

i. Strategic Plan Update:

1. Goal 1.f. – Music

Superintendent Bocking spoke to his written report and provided an update on the district music program.

2. Goal 1.k. – Graduation

Director Bishop spoke to his written report, highlighting completion rates, and the various ways the district supports students to graduation. Director Bishop indicated a dual credit course, ENG 100, would be offered in the 2016/2017 school year.

3. Goal 2.i. – Facilities

The report was provided as written. Secretary-Treasurer Weswick provided an update on the Long Term Facility Plan process and indicated that a draft report would be available to the board in June, for approval at the September Regular Meeting.

ii. Superintendent’s Report

Superintendent Bocking spoke to his written report, highlighting the ongoing success of the aboriginal student and principal canoe trips in the Sechelt Inlet and the “Excellence

Mini Grants” that are being offered to schools to address strategic plan priorities at the school level.

Director White shared information on Dry Grad contributions from the BC Liquor Distribution Branch.

iii. Secretary-Treasurer’s Report

Secretary-Treasurer Weswick spoke to his written report and shared results from the Ministry’s enrolment audit of the district’s secondary schools.

iv. Information Items:

1. Larger Cheques Written in the Month of April 2016

The report was submitted as written.

2. Expenditures by Object

The report was submitted as written.

b. Board/Committee Reports

Chair Baxter spoke to the written report.

1. Ad Hoc Community Celebration Committee Notes – April 28, 2016

Chair Baxter reported that the committee had met and determined a draft format for the event. The committee will meet again prior to the end of May and hopes to have a recommendation for consideration at the board’s June Regular Meeting.

2. Student Trustee/DSLIT Report

Student Trustee Henley reported back on his involvement with the Thank You Reception for Donors, sharing students’ enthusiasm to help at the event and the opportunity to meet donors in person.

3. BCSTA Report

The report was submitted as written. Trustee Mewhort indicated that the results of the motions from the BCSTA AGM are available upon request.

4. BCPSEA Report

No information to report.

5. DPAC Report

A summary of the April DPAC meeting was included in the meeting package for information.

ii. Operations Committee – April 21, 2016

Trustee Mewhort spoke to the meeting notes and shared the committee’s recommendation to move forward with the budget as presented at that meeting.

MOTION: Mewhort/Russell

“TO support the concept of a committee to evaluate the quality of sports fields on the Sunshine Coast.”

Carried.

1. 2016/2017 Annual Facilities Grant

MOTION: Mewhort/Russell

“THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 127085, in the amount of \$744,665, be read for a first time.”

Carried.

MOTION: Mewhort/Russell

“THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 127085, in the amount of \$744,665, be read for a second time.”

Carried.

Trustees unanimously approved to a third reading of the bylaw.

MOTION: Mewhort/Ruth

“THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 127085, in the amount of \$744,665, be read for a third time, passed and adopted.”

Carried.

2. 2016/2017 Annual Budget

MOTION: Mewhort/Pratt

“THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for the fiscal year 2016/2017, in the amount of \$41,961,487, be read for a first time.”

Carried.

MOTION: Mewhort/Ruth

“THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for the fiscal year 2016/2017, in the amount of \$41,961,487, be read for a second time.”

Carried.

Trustees unanimously approved to a third reading of the bylaw.

MOTION: Mewhort/Russell

“THAT School District No. 46 (Sunshine Coast) Annual Budget Bylaw for the fiscal year 2016/2017, in the amount of \$41,961,487, be read for a third time, passed and adopted.”

Carried.

MOTION: Mewhort/Russell

“THAT the Board of Education of School District No. 46 (Sunshine Coast) approve the 2016/2017 Administrative Savings Plan.”

Carried.

Trustees spoke against the ministry’s requirement to submit an Administrative Savings plan and indicated that approval of the motion was made under protest.

MOTION: Youngusband/Pratt

“THAT the Chair write a letter to the Minister on behalf of the board, with respect to the Administrative Savings Plan and our resistance to approve the plan in light of the

unfunded exempt staff compensation increases and other costs incurred by districts. This will definitely have an effect on student learning and the services we provide.”

Carried.

iii. Committee of the Whole – April 26, 2016

The notes were submitted as written.

iv. Policy Committee – April 26, 2016

The notes were submitted as written.

MOTION: Pratt/Ruth

“To strike item 3.19 from Policy 3 (Role of the Trustee)”

Carried.

MOTION: Pratt/Youngusband

“... Consequently, the Board of Trustees of School District No. 46 (Sunshine Coast) supports individual trustees making ~~general~~, anonymous, un-targeted donations to the school district as a whole”

Carried.

Opposed: Dixon, Russell, Ruth

The motion carried as the chair elected to vote in favour, thereby changing the result of the vote.

v. Education Committee Notes – April 27, 2016

The notes were submitted as written.

MOTION: Pratt/Ruth

“TO receive the reports.”

Carried.

#76. Correspondence

a. M. Lebeau – Adult Basic Education

MOTION: Russell/Mewhort

“TO receive the correspondence.”

Carried.

#77. Questions and Enquiries from the Public Relating to the Board Meeting

- There were no questions from the public.

#78. Next Meeting

The next public board meeting will be held on June 14, 2016.

MOTION: Mewhort/Pratt

“TO approve the committee agendas as presented.”

Carried.

Opposed: G. Russell

#79. Adjournment

MOTION: Pratt/Mewhort

The meeting adjourned at 9:02 p.m.

Carried.

Chair

Secretary-Treasurer

DRAFT



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

RECORD OF CLOSED MEETING

Held on Tuesday, May 10, 2016
At the School Board Office – Gibsons, B.C

PRESENT: TRUSTEES: B. Baxter (Chair), L. Pratt (Vice-Chair), D. Mewhort,
G. Russell, P. Ruth, C. Younghusband

STAFF: P. Bocking, Superintendent of Schools
P. Bishop, Director of Instruction
V. White, Director of Instruction
N. Weswick, Secretary-Treasurer
E. Reimer, Executive Assistant (Recording Secretary)

Call to Order

The meeting was called to order at 5:03 p.m.

- **Motion to Exclude**
- **Adoption of the Agenda**
- **Approval of Minutes of Prior Meetings**
- **Information / Action Items**
 - Personnel
 - Grievance Report
 - Superintendent Evaluation Report
 - Exempt Staff Compensation
 - Property
 - YMCA / SLC
 - Chatelech Secondary School
- **Correspondence**
 - Spani Developments
- **Items for Disclosure**
 - None

Adjournment

The meeting adjourned at 6:30 p.m.

Chairperson

Secretary-Treasurer

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

Strategic Plan Report: Physical Health

Submitted by Director White

June 14th, 2016

Goal 1.e.: Our students will be supported in learning skills and awareness to manage their mental and physical health.

Background:

The Sunshine Coast School District has a strong and vibrant focus on Physical Health. We are so fortunate to be situated in such an amazing location and have access to the natural wonders of the outdoors, and are also blessed with staff who value and encourage healthy nutrition, sleep and recreation. Our District is full of endless examples of physical health – this report attempted to focus on some highlights and some areas of growth.

Discussion:

When we consider the statistics from recent surveys, such as the MDI and McCreary, it is clear that we have many areas of strength when considering the physical health and wellbeing of our students. Students report a love of physical activity, report feeling good about their physical health and often wish they could do more physical activities after school. Many are involved in traditional school sports as well as personal physical activities after school. We have done a fabulous job of addressing the nutritional needs of students in the morning with school breakfast programs, with 85% of our students stating that they eat breakfast every morning.

One area that continues to cause concern for us as educators is that of sleep quality for our students. 35% of our students at high school report that they get less than 8 hours sleep a night on a consistent basis. Given the research on the importance of a good night's sleep for brain development and tissue repair, this is worrisome.

Although many students feel good about their physical health, activity levels are not significantly high, according to the survey - 45% of our students in high school reported engaging in 60 minutes or more of physical activity less than 3 days a week.

Our schools offer myriad of programs and activities that are all listed in detail in the attached PowerPoint.

In terms of partnerships, our district has been a participant in the BC Fruit and Veg program for many years – this valuable, free program brings local fruits and vegetables to schools for students to encourage trying new foods. We also have an amazing resource in nutritionist, Meghan Molnar, through Vancouver Coastal Health, who is available for consultation.

Next Steps:

- Share MDI results that have just been released with students, staff, community
- Offer nutrition in-service at future pro-d days
- Training with HACE teachers for new curriculum and sexual health

STUDENT PHYSICAL HEALTH

Education Committee
May 25, 2016

LETS START WITH SOME STATS....

- ▶ MDI – Grade 7
 - ▶ General Health
48% High; 44% Medium; 9% Low
 - ▶ Meals with Adults
 - ▶ 78% High; 10% Medium; 12% Low
 - ▶ Breakfast
69% High; 16% Medium
 - ▶ Good Sleep
 - ▶ 58% High; 22% Medium; 20% Low

AFTER SCHOOL TIME

- ▶ 34% report playing an individual sport 2+ times a week
- ▶ 48% report none
- ▶ 47% report playing a team sport 2+ times a week
- ▶ 40% report none
- ▶ 31% report watching 2+ hours TV/Youtube/Netflix
- ▶ 17% report playing 2+ hours of video games
- ▶ 55% report hanging out with friends for 2+ hours
- ▶ 25% report playing sports or exercise for fun 2+ hours

WISH THEY COULD BE DOING....

- ▶ 40 students said physical activity
- ▶ Variety of reasons why they don't do it.....want feedback!

GRADE 4

- ▶ General Health
 - ▶ 60% High; 38% Medium; 2% Low
- ▶ Eating Breakfast
 - ▶ 85% High; 7% Medium; 8% Low
- ▶ Meals with Adults
 - ▶ 77% High; 6% Medium; 17% Low
- ▶ Good Sleep
 - ▶ 71% High; 12% Medium; 17% Low

AFTER SCHOOL TIME

- ▶ 37% report playing individual sports 2+ times a week
- ▶ 33% report playing team sports 2+ times a week
- ▶ 16% play 2+ hours of video games a day
- ▶ 20% watch 2+ hours of TV, Netflix, Youtube a day
- ▶ 9% play sports for fun after school

- ▶ 28 Wish they were doing more sports and outdoor activities

MCCREARY HEALTH STUDY 2013

- ▶ Self-Report of Health
 - ▶ 38% Excellent
 - ▶ 53% Good
 - ▶ 9% Poor or Fair

SLEEP

- ▶ 5 hours or less – 4%
- ▶ 6 hours – 8%
- ▶ 7 hours – 23%
- ▶ 8 hours – 33%
- ▶ 9 hours – 22%
- ▶ 10 or more – 9%

OF DAYS IN LAST WEEK WITH 60 MINUTES OF PHYSICAL ACTIVITY

- ▶ None – 8%
- ▶ 1 day – 7%
- ▶ 2 days – 12%
- ▶ 3 days – 18%
- ▶ 4 days – 12%
- ▶ 5 days – 20%
- ▶ 6 days – 9%
- ▶ 7 days – 14%

ATE BREAKFAST ON SCHOOL DAYS

- ▶ 10% NEVER
- ▶ 38% SOMETIMES
- ▶ 52% ALWAYS
- ▶ When asked why they didn't:
 - ▶ 64% said they don't have time
 - ▶ 58% not hungry
 - ▶ 22% feel sick when I eat
 - ▶ 12% nothing I like at home
 - ▶ 7% Weight control

FRUIT AND VEGGIES! DID YOU EAT YOURS YESTERDAY???

- ▶ 8% said no to Fruit
- ▶ 10% said no to Veg

But also said no to:

- Sweets – 26%
- Fast Food – 62%
- Pop – 69%
- Energy Drinks – 93%
- Coffee – 71%

WEIGHT AND BODY IMAGE

- ▶ Trying to lose weight 30%
- ▶ Trying to gain weight 15%
- ▶ Think of self as overweight 17% and underweight 11%

SECONDARY SCHOOLS

- ▶ I. Traditional Sports
 - ▶ Volleyball, X-country, Soccer, Chatelech hockey – Fall
 - ▶ Basketball, , Ski & Snowboard Racing – Winter
 - ▶ Rugby, Golf, Ultimate, Mountain Biking, Track – Spring

SECONDARY....

- ▶ Fitness Room programs
- ▶ PE required until Grade 10
- ▶ PE 11/12 and Outdoor Ed 12 – usually 2 sections a year
- ▶ The Amazing Race – talk to Mark Sauer
- ▶ Hot lunch programs – the amazing Cafeteria
- ▶ program at Elphi
- ▶ Health Fairs – focus on SEL and physical
- ▶ Kinesiology 10/11 – off timetable
- ▶ HACE in timetable
- ▶ Collaboration between secondary and elementary – ESS & GES
- ▶ Amazing dance units!

ELEMENTARY SCHOOLS

- ▶ Traditional Sports
 - ▶ Grade 3/4/5 – Co-Ed Volleyball, Basketball Play Days
 - ▶ Grade 6/7 – Girls and Boys Leagues, District Play Day
 - ▶ Grade 3-7 Track
 - ▶ Grade 5 Ultimate – just started
 - ▶ Sugar Bowl – Grade 7 Day after Hallowe'en
 - ▶ Every school has a Sports Day at the end of the year focussing on participation!
 - ▶ Attempt to match PE classes with seasons, run coaching clinics same time
 - ▶ Goal is for fitness, social and lifelong skills

WHAT ELSE IS HAPPENING?

- ▶ Golf programs
- ▶ Swim programs
- ▶ Curling
- ▶ Tennis
- ▶ Sprockids and bike programs
- ▶ Canoe programs
- ▶ through Aboriginal Education
- ▶ Plant walks through Aboriginal Education
- ▶ Bike to School Week
- ▶ Running clubs/Marathon clubs

AND THEN SOME...

- ▶ Expedition Day – NEST karate, yoga, hip hop
- ▶ Play It Fair – training for EA's
- ▶ Outdoor Classroom projects
- ▶ Forest and trail walks – our amazing settings!!! Brilliant planning.
- ▶ Specialized instructors for
- ▶ Circus school
- ▶ Sexual Health Education – all schools
- ▶ Community School After School programming for drop-in sports
- ▶ Field Trips...modelling!

FOOD AND NUTRITION

- ▶ BC Fruit and Veg program
- ▶ Breakfast Programs
- ▶ School Gardens
- ▶ Salad Festival – DBES
- ▶ Greenhouse project
- ▶ Nutrition Nights with Meghan Molnar
- ▶ Hot lunch - PAC

CHALLENGES AND CONCERNS

- ▶ Sleep!
- ▶ Screen time (upcoming FORCE webinar...)
- ▶ Obesity and Diabetes
- ▶ Healthy food at bake sales
- ▶ No gym access for SCAS south
- ▶ PE – traditional vs. “love of rec” debate
- ▶ Vaping....substance use

WISH LIST...

- ▶ X-country runs at elementary – Turkey Trot!
- ▶ Feedback from MDI
- ▶ Connect nutritionist with teacher Pro-D
- ▶ Training with HACE teachers – new curriculum

PARTNERSHIPS

- ▶ Health Promoting Schools Committee –VCH
- ▶ Active Communities Committee – 3-4 times per year – SCR D
- ▶ Public Health – Sexual Health, Nutrition
- ▶ Community Schools
- ▶ McCreary and MDI
- ▶ Options for Sexual Health
- ▶ DASH & Healthy Schools BC

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

**Strategic Plan Report: Experiential Learning and
Personalized Inquiry**

Submitted by Director Bishop
June 14th, 2016

Goal 1.k.: *Our students will encounter, challenge, explore and pursue interests, and develop core competencies through experiential learning and personalized inquiry.*

“Today we live in a state of constant change. It is a technology-rich world, where communication is instant and information is immediately accessible. The way we interact with each other personally, socially, and at work has changed forever. Knowledge is growing and information is changing extremely quickly, creating new possibilities. This is the world our students are entering. British Columbia’s curriculum is being modernized to respond to this demanding world.”

Building Student Success, Min of Ed Curriculum Website

Background:

Teachers have used inquiry and Project-Based learning in a variety of forms for many years. “Personalized learning” can be defined in many ways, but is a key feature of our Individualized Learning Plans and Universal Design for Learning.

Discussion:

Redesigned British Columbia curriculum is highlighting the “Core Competencies” of Communication, Creative and Critical Thinking, Positive Personal and Cultural Identity, Personal Awareness and Social Responsibility. These competencies may or may not be assessed, but are a key feature of the learning cycle. “Competencies come into play when students are engaged in “doing” in any area of learning” (Ministry of Education Core Competencies Curriculum page).

Highlights:

- Formal Maker Space Professional Development has taken place on two occasions: first with all school district administrators with a presentation by “Get Makedred” a local Maker Space group and secondly with a team of school teachers, school and district leaders, and district support teachers. Classroom activities centred on robotics and design-build activities along with ideas and materials including “Get Makedred” featuring 3D scanning and printers and circuit kits.
- Roberts Creek teachers held a “Maker Day” event where primary students were required answer a challenge on how to build a marble run using specific materials to move a marble a specific distance to ring a bell.

- Project-Based Learning is a key feature of our ACE IT Professional Cook, Auto Service Technician and Carpentry programs. Students apply theoretical knowledge in specific ways related to their trades.
- “Exploration Blocks” featuring student Inquiry projects have been part of the new PHESS program.
- Two Inservice Days have been provided this year to review new BC curriculum.

Next Steps:

- The district is planning Inservice and professional development to deepen understanding of Core Competencies and to support graduation years teachers as the curriculum reaches grades 10, 11, and 12.
- “Maker Day” events are being planned for next school year.

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

**Strategic Plan Report: Indigenous Cultures and
Enhanced Relationships**

Submitted by Superintendent Bocking
June 14th, 2016

Goal 1.j.: *Our students will explore indigenous cultures in our community and the diversity of cultures in the world through experience, instruction and language learning.*

Goal 3.f.: *Our district will enhance relationships with the shíshálh Indian Band, the Skwxwú7mesh Nation and other cultural groups.*

Background:

The schools of Sunshine Coast are honoured to operate on the unceded lands of the *shíshálh* and *Skwxwú7mesh* Nations. Out of respect and appreciation for the rich history and culture, and in partnership with local indigenous people, our district has established a comprehensive Aboriginal education program for all of our students.

Discussion:

The district is pleased to work closely with the Sechelt Indian Band for their children and youth's cultural, social and learning needs. Many of our students are also from other Indigenous groups. Representatives from those groups are invited to the Aboriginal Education Advisory Circle to discuss priorities for the education of all children of both Aboriginal and non-aboriginal descent. Further, there are many intersections of the aboriginal education efforts with the strategic plan including social emotional learning, participating in outdoor/place based learning and sustainable practices, collaborating with other associations, being a healthy, highly skilled, professional and inspired team, embracing community schools, effective communication and, of course, graduating with a clear focus on their futures.

Next Steps:

The Aboriginal Education team will continue to enhance program offerings, including incorporating the new B.C. curriculum into supports for teachers. In partnership with the *shíshálh* Nation and CUPE local 801, the position of Aboriginal Education Support Worker will continue to be developed and more workers introduced to meet the learning needs of *shíshálh* students. In partnership with the *shíshálh* Nation and the Ministry of Education, Indigenous Language division, the *she sháshishálhem* Language and Culture program will be transformed in order to more closely reflect Indigenous ways of learning and strengthen language and culture revitalization. District staff will be working with districts that are also on the territory of the *Skwxwú7mesh* Nation to develop common Enhancement Agreement elements to meet the needs of all Aboriginal people.

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

Strategic Plan Report: Communicate and Celebrate

Submitted by Superintendent Bocking

June 14th, 2016

Goal 3.a.: *Our district will **communicate and celebrate** the superb learning that is public education and particularly the work of our schools in our community and the world*

“Every day is a good day. There is something to learn, care and celebrate.”

Amit Ray

Background:

There is much to celebrate in the work that is done in our district by all of our students, all of our staff and all of the contributions to education by community members. Capturing every moment of success at the district level is unrealistic, but a philosophy of sharing and celebrating is a goal and value to be cherished to truly achieve “excellence in all we do.”

Discussion:

The board and district staff have a significant role to model communication and celebration. To that end we all embraced social media in many ways:

- Website: modern, well maintained presence online that is a ready point of access for programs and other information including contact information.
- Facebook: very steady sharing of exciting events around our district by students, staff and community members. 852 “likes.”
- Twitter: sharing and celebrating highlights of what we do. 719 followers.
- Email, texts, phone calls and in-person discussions occur constantly.
- Blogging by a number of educators.
- Staff receives regular *EduCoaster* updates to keep us all informed of district events and thoughts.
- Newsletters from our schools to their communities.
- FreshGrade is emerging as a promising tool for near constant communication, sharing and support among teachers, parents and students.
- Radio: children/youth convey messages of information and celebration (graduation, holiday starts and ends, etc.).
- PAC / DPAC: sharing school and district information and ensuring a voice for parents.
- *Annual Report To the Community* in the Coast Reporter.
- Professionally prepared materials to share the Board’s Strategic Plan.
- Regular “Education Matters” column in the Local by members of the Board.
- Synrevoice phone and messaging.
- Posters on B.C. Ferries to promote the joy of reading.

- Enhanced the retirement celebration to deeply honour careers in education.

Next Steps:

- An enthusiastic team of educators from five schools is working with their students and parents to develop communication strategies based on FreshGrade, an online portfolio and sharing site.
- The Parent Engagement Committee has completed a comprehensive survey of parents about communication. Committee discussions in the fall will focus on parent feedback to plan for even deeper communication and celebration.
- We will continue to encourage a culture of sharing and celebrating all that we do!

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

Superintendent's Report
June 14, 2016

1. Students

- a. **A Celebration of Coastal Voices** takes place on June 20th at the Sunshine Coast Arts Centre. This is a superb opportunity to celebrate our students' excellence in writing. (1b, 2b)
- b. Elementary students ran, jumped and threw at the **Elementary Schools Track Meet** on May 27th at Elphinstone. Staff and students enjoyed the day of friendly competition as they performed the skills learned in their physical education classes and after school practices. (1e)
- c. Band Blast was a blast! All grade 7 band students came together on May 19th in the Chatelech School Gymnasium to present to their fellow students, and then as an entire group playing together on the same piece. Spectacular! (1f)

2. Staff

- a. Many school principals have applied for **Environmental Education** Grants from the Strategic Plan Fund to support outdoor learning opportunities for students. Funds have been spent on composters, garden supplies and resources and more. (1h, 2j)
- b. The FreshGrade communication platform continues to be of great interest to many of our teachers and parents. The five schools in the Innovation Project anticipate deepening the use of the tool in the coming year. (2d)

3. Community

- a. **Gibsons and Sechelt Public Libraries** have been visiting our schools to lend excitement and to provide library cards to students from grades 3 to 7. In the fall more students will have this opportunity at both the primary and secondary levels. Many thanks to the Public Libraries' staffs for their partnership! (1b, 3b)
- b. Volunteers from Halfmoon Bay Search and Rescue completed the **Pleasure Craft operator's Certificate Course** with students from Chatelech Secondary School. (3b)
- c. Roberts Creek Community School sponsored the celebration of the **Roots of Empathy Program** for this year. Moms, babies and trainers shared highlights of the program as they helped students learn about developmental stages in a young child's life and social interactions that develop a caring and supportive culture. (1d, 3e)
- d. The **RCMP** appreciate the recent use of Elphinstone Secondary School to practice their skills in the event of a crisis situation. We have long valued our association with the RCMP and their support for the positive learning environments in our schools. (2h, 3b)



School District No. 46 (Sunshine Coast)

Administrative Regulations

FACILITIES – Circulating until August 15, 2016

3550

RENTAL OF SCHOOL FACILITIES

Purpose:

The Board of Education of School District No. 46 (Sunshine Coast) welcomes and encourages the use of school facilities when not required for school purposes, in support of growth in community spirit, learning and health. The primary consideration of the Board regarding school facilities is their availability and readiness for student learning and associated activities.

Practices:

A. Access to Facilities

1. School facilities are reserved for school use and are not available for rent during the following hours:
 - Elementary classrooms and gyms: 7 a.m. – 5 p.m.
 - Secondary classrooms: 7 a.m. – 6 p.m.
 - Elphinstone Secondary gym: 7 a.m. – 8 p.m.
 - Chatelech Secondary gym: 7 a.m. – 8 p.m.

Schools must book all facility use outside of school hours through the Central Booking Office (e.g.: student concerts, talent shows and PAC meetings).

2. School facilities are not available for booking during any scheduled school holiday, any non-instructional day, or during exam weeks. Elementary school gymnasiums are not normally available for booking two weeks prior to the winter break.
3. A school district employee must be on duty in the school for the entire rental.
4. Unless there is an emergency, access to the school office shall not be granted.
5. Teacher work areas must be respected. The teacher's desk and materials must not be used. If any whiteboards have 'PLO' written on them, they must not be erased. The user group must bring their own supplies.

Date adopted: January 1996
Revised: December 1999, May 2007, May 2011,
November 2013

Reference: Board Policy 1, 12.6

Supt. Signature:



School District No. 46 (Sunshine Coast)

Administrative Regulations

FACILITIES – Circulating until August 15, 2016

3550

RENTAL OF SCHOOL FACILITIES (continued)

B. Priority for Use

Priority for facility rentals shall be granted to users in the following order:

- (a) School use
- (b) Joint use partner
- (c) Community bookings for groups comprised of children and youth
- (d) Community bookings for groups comprised of adults

C. General Conditions

1. Where a school facility has been designated a joint facility in an agreement between the Board and another local governing body (e.g. SCRD), the use and rental fees for that facility shall be as provided for in the formal Master Joint Use Agreement or its Addendums.
2. The user group shall sign an agreement/contract specifying terms and conditions for the rental.
3. The user group shall undertake responsibility to ensure that:
 - (a) smoking is not permitted in the school or on school property,
 - (b) fire exits remain clear at all times,
 - (c) parking regulations are adhered to, and
 - (d) refuse is disposed properly in the appropriate bins.
4. The user group may serve alcohol at an event only if:
 - (a) The user group has informed the Central Booking Clerk of their intention to serve alcohol and permission has been granted by the school principal and the superintendent,
 - (b) The user group has obtained appropriate licensing through the Liquor Control Board,
 - (c) Alcohol is only served within the containment of the building structure,
 - (d) No alcohol is served or within view when minors are in the building, and
 - (e) The user group removes all traces of alcohol, including but not limited to empty cans and bottles, after the event. School garbage cans or dumpsters on school district property shall not be used for disposal.

Date adopted: January 1996
Revised: December 1999, May 2007, May 2011,
November 2013

Reference: Board Policy 1, 12.6

Supt. Signature:



School District No. 46 (Sunshine Coast)

Administrative Regulations

FACILITIES – Circulating until August 15, 2016

3550

RENTAL OF SCHOOL FACILITIES (continued)

5. Adult supervision is required at all times where persons under the age of 19 are in attendance.
6. The school district reserves the right to refuse rental of property to any user group that damages property or equipment or behaves in a manner judged to be unacceptable.
7. Damage to facilities or equipment shall be assessed and paid to the district via the Central Booking Office before future rentals are considered.
8. The Board or its representative has the authority to refuse or to terminate any booking.

D. Field Bookings

1. The district reserves the right to cancel any booking if, in the opinion of the principal or Manager of Facilities and Transportation, weather conditions have rendered a field liable to damage by use at the scheduled time.
2. In order to allow for priority booking, applications for the use of fields for minor baseball should be submitted to the Central Booking Office no later than March 15th.

E. Use of Equipment and Furnishings

1. Equipment and furnishings needs shall be clearly specified in all rental applications. Additional charges may be required for set-up and tear down.
2. Non-expendable equipment or furniture shall be supplied at no charge. Equipment shall be returned to storage after the activity.
3. Expendable sports equipment such as, but not limited to, hockey sticks, bats and balls, shall not be loaned to rental groups.
4. Persons using apparatus and equipment do so at their own risk. The district shall not be held responsible for injuries to persons using the facility.
5. Games or equipment that damage the facility shall not be permitted. The use of any footwear or equipment that may leave marks on the gym floor is prohibited. Hockey sticks used in gymnasiums must have plastic blades.
6. User groups may not store equipment or personal possessions at any school facility outside of their facility booking.

Date adopted: January 1996
Revised: December 1999, May 2007, May 2011,
 November 2013

Reference: Board Policy 1, 12.6

Supt. Signature:



School District No. 46 (Sunshine Coast)

Administrative Regulations

FACILITIES – Circulating until August 15, 2016

3550

RENTAL OF SCHOOL FACILITIES (continued)

7. No connections to electrical panels will be permitted without prior authorization from the Maintenance Department. This permission must be requested when booking facilities.
8. Computer labs and projection machines are not available for booking.
9. The theatre at Chatelech Secondary may be rented by contacting the school directly.

F. Fees and Rental Rates

1. The Board shall, from time to time, establish such charges as it considers appropriate for the use of school facilities. The schedule of fees and rental rates shall be made available on the district's website and through the Central Booking Office.
2. Special requests for access to school board buildings and grounds that are not covered by the normal regulations may be submitted in writing to the Secretary-Treasurer for approval. The Secretary-Treasurer shall set charges for such rental situations on an individual basis.
3. In general, the rental of school facilities will be on a cost-recovery basis. Reduced rates may be available to groups that have a benefit to youth or the community.

G. Categorization of User Groups

1. Fees and rental rates listed in Schedule A are determined according to the following categorization of user groups.
 - a. Category 1:
 - School groups,
 - Parent Advisory Councils' organized activities (PAC).
 - b. Category 2:
 - Youth groups largely comprised of school age and preschool children,
 - C.U.P.E Local 801 meetings / S.C.T.A. meetings, and groups entirely comprised of district employees (if facility is not required by a renter in Categories 3 or 4).

Date adopted: January 1996
Revised: December 1999, May 2007, May 2011,
November 2013

Reference: Board Policy 1, 12.6

Supt. Signature:



School District No. 46 (Sunshine Coast)

Administrative Regulations

FACILITIES – Circulating until August 15, 2016

3550

RENTAL OF SCHOOL FACILITIES (continued)

- c. Category 3:
- Cultural, religious, educational, and other non-profit groups including, but not limited to:
 - (i) Service clubs
 - (ii) Local governments
 - (iii) Community Schools (for programs geared to adults)
 - (iv) Private non-profit bookings (e.g. birthday parties)
 - Entrepreneurial groups offering programs for school age and preschool children
- d. Category 4:
- Entrepreneurial groups for private profit.

Date adopted: January 1996
Revised: December 1999, May 2007, May 2011,
November 2013

Reference: Board Policy 1, 12.6

Supt. Signature:



FACILITY BOOKINGS

Section 1: Booking Procedures

1. All school facility bookings are subject to the conditions outlined in Regulation 3550 (Rental of School Facilities).
2. All school facility bookings, including field use, will be made through the Central Booking Office, with the exception of the theatre at Chatelech Secondary, which must be booked through the school directly.
3. Five working days notice must be received for the following bookings: rooms, fields, gymnasiums, theatre seating only.
4. Ten working days notice must be received for the following bookings: rooms with equipment and the theatre.

Section 2: Fees and Rental Rates

FEES:	Category			
	1	2	3	4
Booking (single or multiple)	\$0.00	\$15.00	\$15.00	\$20.00
RENTAL RATES:	Category			
	1	2	3	4
Fields	\$0.00	\$0.00	\$10.00/hr	\$25.00/hr
Classrooms	\$0.00	\$0.00	\$10.00/hr	\$17.00/hr
Kitchens / Foods Rooms	\$0.00	\$0.00	\$15.00/hr	\$30.00/hr
Cafeterias	\$0.00	\$0.00	\$15.00/hr	\$30.00/hr
Chatelech Foyer	\$0.00	\$0.00	\$20.00/hr	\$40.00/hr
Gymnasiums:				
Madeira Park, Langdale, Sechelt	\$0.00	\$0.00	\$10.00/hr	\$25.00/hr
Cedar Grove, Davis Bay, Gibsons, Roberts Creek, West Sechelt, Kinnikinnick, Halfmoon Bay	\$0.00	\$0.00	\$15.00/hr	\$30.00/hr
Chatelech, Elphinstone, Pender Harbour	\$0.00	\$0.00	\$25.00/hr	\$75.00/hr

Section 3: Additional Custodial Costs

For weekend use* or when additional custodial staffing is required, the charge for custodial services is an additional \$32 per hour – four hours minimum.

**Except for of Saturday bookings between 8:30-4:00 pm at Roberts Creek Elementary School.*

Section 4: Cancellation

A minimum of one week's notice is required for a facility booking to be cancelled. Failure to provide such notice will result in a charge for the rental and any custodial costs incurred. **All cancellations must be processed though the Central Booking Office.**

DRAFT

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

Secretary-Treasurer's Report
June 14, 2016

Administrative Savings Plan

Late last month, the Province of British Columbia announced that they would be redirecting \$25 million in administrative savings back to school districts. As a result, the school district will see an additional \$182,072 of funding available for the 2016/17 school year. The use of these funds will be determined in the amended budget process.

The Board has already approved an Administrative Savings Plan at the May meeting, prior to the provincial announcement. Although we no longer need to find additional savings for the 2016/17 year, we've been advised that districts must still submit an Administrative Savings Plan for 2016/17 that illustrates the continued savings from the prior year (2015/16).

A revised plan is submitted with this report for consideration by the board.

Five-Year Capital Plan

The Ministry of Education's Capital Branch has reviewed the district's 2015-16 five year capital plan submission and has approved the following projects for advancement:

SCHOOL PROJECT(S)		
School Name	Project Type	Next Steps & Timing
Pender Harbour Secondary and Roberts Creek Elementary	School Enhancement (Roofing)	Proceed to design, tender & construction and complete by March 2017
Halfmoon Bay Elementary	Carbon Neutral Capital (Boiler/HVAC Upgrades)	Proceed to design, tender & construction and complete by March 2017

As reported at the May Operations Committee meeting, the Ministry has also revised their process so that bylaws are no longer required for each individual capital project, provided a capital bylaw has already been approved by the Board for the Capital Plan. As the Board has not yet approved a capital bylaw for the 2015 Capital Plan, the attached bylaw is included for approval.

The submission deadline for the 2016 Annual Capital Plan has recently been extended to September 9, 2016 to better align with the government's fiscal cycle and allow Districts the opportunity to approve their plans after the Summer Break.

School District No. 46 (Sunshine Coast)
Administrative Savings Plan
For Fiscal Year 2016/17 (Year Ending June 30)

Category	Item #	Description of Strategy	2016 - 2017				
			Salaries & Benefits	Services & Supplies	Other Expense Categories	Revenue Programs	Total
Benefits	B1	Reduced Employer Contribution Amount for Teachers' Pension Plan	\$ 140,000				\$ 140,000
	B2					\$ -	
Finances	F1					\$ -	
	F2					\$ -	
	F3					\$ -	
Operations	O1	Mechanical Upgrades		\$ 42,500			\$ 42,500
	O2	Energy Saving Initiatives		\$ 10,000			\$ 10,000
	O3	Reduce Purchasing Costs through Group Purchasing - EDCO		\$ 10,000			\$ 10,000
	O4					\$ -	
	O5					\$ -	
Staffing	S1	Reduced Replacement Costs	\$ 5,000				\$ 5,000
	S2					\$ -	
	S3					\$ -	
	S4					\$ -	
Total Savings and Increased Revenue Identified			\$ 145,000	\$ 62,500	\$ -	\$ -	\$ 207,500
Administrative Savings Target							\$ 205,044
Sufficient Administrative savings to Achieve Target							Yes

Send Administrative Savings Plan to SDFR@gov.bc.ca
Due: June 30, 2016



**CAPITAL BYLAW NO. 15/16-CP-SD46-01
CAPITAL PLAN 2015/16**

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*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

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

NOW THEREFORE the Board agrees to the following:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) observe and comply with any rule, policy or regulation 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 approved by the Minister that specifies the supported projects in the Ministry's letter of May 24, 2016 from the 2015/16 Capital Plan is hereby adopted.
2. This Bylaw may be cited as School District No. 46 (Sunshine Coast) Capital Bylaw No. 15/16-CP-SD46-01.

READ A FIRST TIME THE 14th DAY OF JUNE, 2016;
READ A SECOND TIME THE 14th DAY OF JUNE, 2016;
READ A THIRD TIME, PASSED AND ADOPTED THE 14th DAY OF JUNE, 2016;

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 46 (Sunshine Coast) Capital Bylaw No. 15/16-CP-SD46-01 adopted by the Board the 14th day of June, 2016.

Secretary-Treasurer

Capital Plan Year: 2015/2016 CP2 - Five Year Capital Plan Summary

Existing Priority	Project No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
1	116605	2012-2	ADD - WEST SECHELT ELEMENTARY INCREASE CAPACITY AT WEST SECHELT ELEM. FROM 20K 175 TO 40K 300	\$6,905,851	\$0	\$0	\$0	\$0	\$6,905,851
2	N/A	2013-1	MECHUP - PENDER HARBOUR ELEM-SEC HEATING AND VENTILATION UPGRADE	\$0	\$550,000	\$0	\$0	\$0	\$550,000
3	N/A	2013-4	MECHUP - MADEIRA PARK ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$200,000	\$0	\$0	\$0	\$200,000
4	N/A	2013-3	MECHUP - HALFMOON BAY ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$240,000	\$0	\$0	\$0	\$240,000
5	N/A	2013-2	MECHUP - ROBERTS CREEK ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$340,000	\$0	\$0	\$340,000
6	N/A	2013-6	MECHUP - DAVIS BAY ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$400,000	\$0	\$0	\$400,000
7	N/A	2013-8	MECHUP - LANGDALE ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$200,000	\$0	\$0	\$200,000
8	N/A	2013-5	MECHUP - CEDAR GROVE ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$0	\$320,000	\$0	\$320,000
9	116217	2010-2	MECHUP - CHATELECH SECONDARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$0	\$600,000	\$0	\$600,000
10	116216	2010-3	MECHUP - KINNIKINNICK ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$0	\$0	\$1,312,500	\$1,312,500

School District No. 46 (Sunshine Coast)
2015-16 CAPITAL PLAN BYLAW
BYLAW NO. 15/16-CP-SD46-01

- 1) MOTION:
“THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 15/16-CP-SD46-01 be read for a first time.”

- 2) MOTION:
“THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 15/16-CP-SD46-01 be read for a second time.”

Requires unanimous approval before third reading.

- 3) MOTION:
“THAT School District No. 46 (Sunshine Coast) Capital Bylaw No. 15/16-CP-SD46-01 be read for a third time, passed and adopted.”

DATE 01-Jun-2016 11:07 AM

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

PAGE 1

START DATE: 01-May-2016 TO END DATE: 31-May-2016

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

ON-LINE CHEQUES : ISSUED BETWEEN 01-May-2016 AND 31-May-2016						
00LCET2757	0001	*****	28094	RECEIVER GENERAL FOR CANADA	04-May-16	88,386.06
00LCET2759	0001	*****	28093	RECEIVER GENERAL FOR CANADA	04-May-16	344,583.30
00LCET2760	0001	*****	30209	TEACHERS' PENSION PLAN	11-May-16	445,982.55
00LCET2762	0001	*****	28094	RECEIVER GENERAL FOR CANADA	11-May-16	98,148.30
00LCET2764	0001	*****	23290	MUNICIPAL PENSION PLAN	05-May-16	54,977.70
00LCET2767	0001	*****	28093	RECEIVER GENERAL FOR CANADA	18-May-16	150,000.00
00LCET2770	0001	*****	23290	MUNICIPAL PENSION PLAN	20-May-16	54,481.08
00LCET2773	0001	*****	28094	RECEIVER GENERAL FOR CANADA	26-May-16	90,098.83

TOTALS FOR BANK - 0001 1,326,657.82

TOTAL NUMBER OF CHEQUES 8

TOTAL NUMBER OF CHEQUES WITH MICR 0

COMPUTER PREPARED CHEQUES : ISSUED BETWEEN 01-May-2016 AND 31-May-2016

1906000002	0001	0000048203	12012	BC HYDRO & POWER AUTHORITY	04-May-16	38,995.35
1906000025	0001	0000048226	12957	MINISTER OF FINANCE	04-May-16	22,400.00
1906000027	0001	0000048228	23268	MINISTRY OF PROVINCIAL REVENUE	04-May-16	28,068.00
1906000045	0001	0000048246	32066	VANCOUVER ISLAND UNIVERSITY	04-May-16	40,362.00
1906ET0003	0001	*****	12021	BC TEACHERS FEDERATION	04-May-16	27,424.67
1906ET0004	0001	*****	12111	BC TEACHERS FEDERATION	04-May-16	27,995.64
1906ET0037	0001	*****	26207	PACIFIC BLUE CROSS/MSA	04-May-16	64,727.71
1906ET0047	0001	*****	29102	SUNSHINE COAST TEACHERS ASSOCIATION	04-May-16	10,423.56
1907000022	0001	0000048270	26243	PEBT IN TRUST	11-May-16	47,822.61
1907ET0030	0001	*****	15021	ESC AUTOMATION	11-May-16	18,843.30
1908ET0021	0001	*****	15021	ESC AUTOMATION	18-May-16	32,288.76
1908ET0046	0001	*****	28189	RICHELIEU VANCOUVER	18-May-16	11,028.73
1908ET0055	0001	*****	29460	SUNSHINE COAST PRINCIPALS &	18-May-16	20,000.00
1909000017	0001	0000048338	23268	MINISTRY OF PROVINCIAL REVENUE	25-May-16	22,894.00
1909ET0049	0001	*****	29376	SUNSHINE COAST TEACHERS ASSOCIATION	25-May-16	34,133.01

TOTALS FOR BANK - 0001 447,407.34

TOTAL NUMBER OF CHEQUES 15

TOTAL NUMBER OF CHEQUES WITH MICR 6

ON-LINE CHEQUES : ISSUED BETWEEN 01-May-2016 AND 31-May-2016

00LCET2782	0005	*****	12144	BANK OF MONTREAL	09-May-16	65,320.45
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TOTALS FOR BANK - 0005 65,320.45

TOTAL NUMBER OF CHEQUES 1

TOTAL NUMBER OF CHEQUES WITH MICR 0

DATE 01-Jun-2016 11:07 AM

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

PAGE 2

START DATE: 01-May-2016 TO END DATE: 31-May-2016

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

GRAND TOTAL						1,839,385.61
CANCELLED TOTAL						0.00
NET GRAND TOTAL						1,839,385.61
GRAND TOTAL NUMBER OF CHEQUES						24
GRAND TOTAL NUMBER OF CHEQUES WITH MICR						6

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

Expenditure by Object
As at May 2016

	May-16 Actual	May-16 Budget	May-16 Difference	2015/16 Total Budget	%
Salaries					
110 Teachers Salaries	12,777,307	12,669,665	(107,641)	14,077,406	90.76%
105 Principal and Vice Principal	1,646,058	1,604,971	(41,087)	1,744,534	94.36%
123 Educational Assistant Salaries	2,340,086	2,348,707	8,621	2,609,675	89.67%
120 Support staff	1,696,480	1,698,413	1,933	1,887,126	89.90%
120 Support staff-Mtce/Cust	1,749,339	1,766,090	16,751	1,919,663	91.13%
130 Other Professional	1,135,418	1,262,196	126,779	1,371,952	82.76%
140 Substitutes	445,285	686,623	241,338	762,915	58.37%
143 Short and Long Term Sick	944,094	1,130,520	186,426	1,256,133	75.16%
Total Salaries	22,734,067	23,167,186	433,120	25,629,404	88.70%
200 Employee Benefits	5,615,938	5,745,621	129,683	6,313,869	88.95%
Total Salaries and Benefits	28,350,004	28,912,807	562,803	31,943,273	88.75%
310 Professional Services	641,561	725,667	84,107	806,297	79.57%
330 Transportation	926,117	968,047	41,930	1,075,608	86.10%
340 Training and Travel	129,045	128,457	(588)	142,730	90.41%
360 Rentals	27,113	36,180	9,067	40,200	67.45%
370 Dues and Fees	56,382	49,500	(6,882)	49,500	113.90%
390 Insurance	72,819	74,700	1,881	83,000	87.73%
510 Supplies	362,324	762,239	399,915	846,933	42.78%
510 School Accounts	1,340,705	1,832,351	491,646	2,035,945	65.85%
540 Utilities	569,797	652,500	82,704	725,000	78.59%
580 Furniture and Equipment Repl	251,996	225,045	(26,951)	250,050	100.78%
590 Computer Equipment Replace	232,492	223,783	(8,709)	228,350	101.81%
Total Services and Supplies	4,610,350	5,678,469	1,068,119	6,283,613	73.37%
Total Expenditures	32,960,354	34,591,276	1,630,922	38,226,885	86.22%

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

Board Report
June 14, 2016

Our Values - Celebration

“By celebrating the contributions of students, staff and community members, we create unity and bring joy to our work together.”

This is a perfect month to talk about our value of celebration. There is so much appreciation of the contributions of all our stakeholders this month. At the many retirement celebrations, whether school-based, district-sponsored or hosted by professional associations the message is the same. We are so grateful for the dedication and hard work of everyone at this time of year, but especially those who have decided to retire and move to other challenges in life. The sense of joy at these celebrations is wonderful but there is also sadness at seeing colleagues move. That being said, we all know our community will continue to benefit from the many retired district employees who continue to help ensure students know their community cares about them.

It is also fitting that a recommendation comes to the board this month to host a celebration of the many community partnerships in our district.

Finally, trustees were delighted to be invited to bring greetings to the various celebrations of graduating students over the next couple of weeks. Here is the schedule and appointed speakers on behalf of the Board of Education for each event:

- June 17: ACE-IT Celebration, 10 am at the Seaside Centre
Trustee Pratt
- June 20: Sunshine Coast Alternative School Graduation, 1 pm at the SIB Hall
Trustee Ruth
- June 27: Elphinstone Secondary School Graduation, 7 pm at ESS
Trustee Younghusband
- June 28: Pender Harbor Secondary School Graduation, 1 pm at PHSS
Trustee Pratt
- June 28: Chatelech Secondary School Graduation, 6:30 pm at CSS
Trustee Baxter

Board Activities

June 8 – Chair Baxter and Vice Chair Pratt met with the Chair and Vice Chair of the Sunshine Coast Regional District to update on issues as was agreed in our meeting last March. Both organizations are looking forward to an update on our proposed Joint Use

agreement late this month. We will resume regular meetings to touch base again in the fall.

June 11 – Superintendent Bocking and Chair Baxter met with the Board of the Gibsons Public Library at their invitation to learn more about how we can support literacy and learning together.

June 14 – Tonight’s Board meeting is the final meeting for this year’s student trustee Wyatt Henley. The Board has been very privileged to have Wyatt at our table this past year and we wish him every success for the future. We express sincere appreciation for his work on behalf of students throughout our district.



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

AD HOC COMMUNITY CELEBRATION COMMITTEE NOTES

Held on May 31, 2016 at 9:00 a.m.
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Betty Baxter, Chair; Lori Pratt; Pammila Ruth
STAFF/OTHERS: Patrick Bocking, Superintendent; Vicki Dobbyn,
Community Member; Erica Reimer, Executive Assistant (Recording
Secretary)

The meeting was called to order at 9:10 a.m.

1. Confirm date for Oct. / Nov. celebration evening

The event was confirmed for November 3, 2016 in the foyer at Chatelech Secondary School. Doors open at 4:30 pm. The program will run from 5:00-5:45 pm, with an opportunity to mingle until 6:30 pm.

2. Draft "Save the date" notice and questionnaire re: participation

The event will be by invitation only to community partners, using a list of partners established in the previous school year. The committee suggested several other organizations that were added to the list. Superintendent Bocking will canvas principals at the June principals meeting to determine additional community partners engaged directly with schools.

3. Timeline for development and promotion

Chair Baxter and Vice-Chair Pratt will create a draft "Save the Date" notice and event description. The notice will include a short questionnaire to establish how many tickets are required, if they wish to make a short presentation, and if they are interested in providing a static display. The event notice will go out to the community by September 8, 2016, with a request to RSVP by September 30, 2016. The ad hoc committee will meet to determine presentations and notify those selected by October 7, 2016.

4. Outline basic program

The committee suggested a program as follows:

4:30-5:00 pm - Meet and greet with light snacks, tea, coffee

5:00-5:10 pm – Introductions and welcome

5:10-5:45 pm – Community presentations (six in total, five minutes per presentation)

5:45-6:30 pm – Networking

Each community presentation will involve a trustee, a community partner, a staff member and a student.

5. Draft recommendation to board for consideration at the June 14th public meeting

RECOMMENDATION:

“That the Board of Education of School District No. 46 (Sunshine Coast) host the first community celebration, ‘*SD46 Celebrating Partners in Learning*’, on November 3, 2016 from 4:30 to 6:30 pm at Chatelech Secondary. Invitations to be sent to community partners in the fall with a program that involves community partners, staff and students.”

6. Other

The committee suggested that the regularity of the event be determined after the event has taken place and feedback has been received. The ad hoc committee will meet and evaluate the feedback before providing a final report with recommendations to the board.

The meeting adjourned at 10:27 a.m.

NEXT MEETING: October 7, 2016 from 9:00-10:30 am at the School Board Office.

District Parent Advisory Council
Meeting: May 26 2016, Elphinstone Library

Attendance: Lorena Ruth, Patrick Bocking, Udo Rosenberg, Sally Thicke, Phil Luporini, Maria Hampvent, Kerry Mahlman, Shannon Burnick, Dave Mewhort, Sahron MacKenzie, David Barnum, Miyuki Shinkai, Marilyn Baines, Jo Thomson

Apologies: Allyson Fawcus, Patty Shields

Meeting began -7:07pm

-Greetings and intro

Approvals:

April 28th meeting minutes

- First: Udo Rosenberg

-Second: Lorena Ruth

May 26th Agenda

-First: Lorena Ruth

-Second: Udo Rosenberg

Chairs report –Jo Thomson

Looking for executives, including, perhaps treasurer.

Board's report –Dave Mehort

Health Promoting Schools Committee report –Marilyn Baines

Marilyn will be late and will discuss later

Superintendent's report –Patrick Bocking

-Positive Discipline course, beneficial philosophy of support. Looking at how to continue, expand and use with teachers.

-funds from the BC Liquor foundation for dry grad

-Middle year development, data was gathered from grades 4 to 7 (for example: hours sleeping, exercise etc.). Information is public and on website. A presentation is to come.

-as of today, more information of students graduation year and assessment for the trial year 2017-18 high school curriculum. A letter will be coming to teacher and parents, outlining the assessment.

-Summer Book Mobile is in the district this summer reaching to children without access to books. There is information on signs at the libraries, summer camps and a campaign on the ferries. More information is available on the website.

Udo Rosenberg –How did the information come? Teacher's involvement

Patrick Bocking –information was from the children with clarification from the teacher if necessary. It was accessed by computer

Kerry Mahlman - For the Middle Year Development at the end of the questions the children were asked if they were feeling safe. If the child answered no –an email was automatically sent to the principle to start a discussion. It is a great process

Parent Teacher Communication Committee survey results -David Barnum

-The survey went to schools and was on the website. Comments were grouped by “theme” and they generally reflect the statics, for example: receiving information from the school -email vs paper to kids.

- Miyuki -Differences due to different individuals, types of families and even different grades

-Question 6 - an example that the comments did not reflected the average of the answers.

-Question 7 - discussion involvement vs engagement

- Marilyn Barnes –involvement and school from PAC/DPAC. The moving from elementary to high school there is considerably less involvement of the PAC. How to do more at the elementary level? To encourage involvement of the PACs when children don't want parents involved as much during middle school age.

-David Barnum- message from survey –what do you think?

- Discussion -unwelcoming and Elphinstone being a physical barrier, for example: the colour, the entrance wall, the location of the office.
- Discussion -forms of communication
 - Generally email is preferred. Fresh Grade has had positive responses.
 - Discussion of Grade 8 start-up Parent sessions and creating a social gathering.
 - Phil Luporini–parents want to know what is being taught, the subjects discussed. For example in Pender parent and children know everyone, then move to High School and suddenly they do not know everyone. Therefore information is needed before and not after
 - Kerry Mahlman –there is first a confirmation of ancestry for bands outside of Sechelt/Gibson bands. Information is sent to all parents about the program available and what will be discussed. The process for a new child to the program is about building an individual relationship. For example: there can be resistance to coming to a school so each relationship is individual.
 - Sally Thicke- response by email is good and there is the website to go to as well. Communication can be small and intimate or general for everyone. There is engagement with Spider and Nest to discuss with parents want, the, how to use what is needed. There needs to engagement of what parents want and what there are for resources. Communication needs to have engagement and sharing.
 - Phil-Luporini - there is twitter, email or text. What would parents want?
 - Comments included: PAC Facebook page, mass text from the school, text if responses are needed.

- There are times when communication is needed before the first report card and children's work is not being complete.
 - New pilot of "My Education" a student driven program for student so update
 - Google calendars can be loaded to the parents, there are calendars on the TV's in most school lobbies
- Discussion –Satisfaction survey. A survey was sent to parents grades 4 and 10. It ended late March. The results are soon to come out. Parent's response was *very low*. An email was sent to the schools via the principle to be sent to the parents.
- Discussion –parents to join PACS. In High School, there can be groups of parents depending on the children's interest. More fund raising in the elementary levels are needed for PAC
 - Considering a welcome in September, a social to have fun and raise awareness of PAC and be a meeting with staff
 - PAC is more of a voice to share information and involve the principle. There is a lack of awareness. Should there be a change to the time? Virtual meetings?
 - Social evening could include potluck dinner and movie for kids
 - Third week in September is better for teachers. Teacher can be invited to attend. Start by discussing with individual Principles
 - Lack of volunteer and people for fund raising in effecting PAC especially Cedar Grove.
 - As a public school system there cannot be charges for PAC

Health Promoting Schools Committee report –Marilyn Baines

-A panel of speakers is being arranged by the Collaborative for Mid-Oct to help parents with navigating mental Health resources.

-There is a special speaker from Vancouver, Michelle Kambolis, at Chatelech Theatre on June 13th, entitled "Generation Stressed"- poster attached.

Dave Mewhort – trustee report attached.

Meeting adjourned – 8.45pm



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

OPERATIONS COMMITTEE

Held on May 19, 2016 from 12:30 to 2:30 p.m.
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Dave Mewhort, Chair; Betty Baxter; Greg Russell, Lori Pratt
STAFF/OTHERS: Nicholas Weswick, Secretary-Treasurer; Rob Collison,
Manager of Facilities and Transportation; Phil Luporini, District Principal of
Technology and Data Management; Erica Reimer, Executive Assistant (Recording
Secretary)

REGRETS: Patrick Bocking, Superintendent; Paul Bishop, Director of Instruction; Allyson
Fawcus, DPAC

The meeting was called to order at 12:35 p.m.

1. Capital Plan

Secretary-Treasurer Weswick spoke to the capital plan and reviewed changes proposed by the ministry. Capacity expansion at West Sechelt Elementary remains the highest priority on the plan and the cost estimate for the project has been reduced. The second priority item is to replace the SCAS alternative school site in Sechelt as the costs to refresh the current building are comparable to the costs to rebuild in its entirety. Trustees suggested that further consultation would be required with the District of Sechelt should the ministry provide funding for a rebuild of the SCAS site. Trustees requested that a copy of the various plans proposed for the SLC site from an earlier consultation be made available at a future meeting.

2. Joint-Use

Secretary-Treasurer Weswick reported that a draft agreement has been prepared by staff and will be presented to the Joint-Use committee on June 27th. Trustees requested that a copy of the draft agreement be made available to them in advance of that meeting.

3. Regulation 3550 – Rental of School Facilities

Secretary-Treasurer Weswick presented a revised regulation for consideration by the committee. Changes include:

- Access to gyms at Elphinstone Secondary and Chatelech Secondary is now aligned.
- Change to priorities for use to align with the proposed Joint-Use Agreement.
- Removed redundant language and clarified booking priority for minor ball.
- Rate increase for custodial coverage for events that take place when a custodian is not typically working.
- Rate increases for gyms and food rooms.

Trustees requested additional information regarding costs and rules around alcohol consumption. Trustees requested that additional information be brought back to the committee regarding user groups and the categories in which they belong according to the regulation.

4. Long Range Facilities Plan (*standing item*)

The committee reviewed early enrolment and capacity projections provided in the meeting package. Secretary-Treasurer Weswick reported that a summary of community feedback from the consultation sessions would be brought forward to the June Operations Committee meeting.

The meeting adjourned at 1:59 p.m.

NEXT MEETING: June 16th from 12:30-2:00 pm at the School Board Office.

School District No. 46 (Sunshine Coast)

Capital Plan Year: 2016/2017

CP2 - Five Year Capital Plan Summary

Submitted: _____

Existing Priority	Project No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
1	116605	2012-2	ADD - WEST SECHLT ELEMENTARY INCREASE CAPACITY AT WEST SECHLT ELEM. FROM 20K 175 TO 40K 300	\$1,920,000	\$0	\$0	\$0	\$0	\$1,920,000
2	N/A	2013-1	REPLACE -SUNSHINE COAST ALTERNATIVE SCHOOL - SUNSHINE BLDG. FCI 0.79, RCI 0.98	\$2,700,000	\$0	\$0	\$0	\$0	\$2,700,000
3	N/A	2013-1	ROOFREP - VARIOUS	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000
4	N/A	2013-1	MECHUP - PENDER HARBOUR ELEM-SEC HEATING AND VENTILATION UPGRADE	\$0	\$750,000	\$0	\$0	\$0	\$750,000
5	N/A	2013-5	MECHUP - CEDAR GROVE ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$0	\$625,000	\$0	\$625,000
6	N/A	2013-8	MECHUP - LANGDALE ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$260,000	\$0	\$0	\$0	\$260,000
7	N/A	2013-2	MECHUP - ROBERTS CREEK ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$550,000	\$0	\$0	\$550,000
8	N/A	2013-3	MECHUP - HALFMOON BAY ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$550,000	\$0	\$0	\$550,000
9	N/A	2013-6	MECHUP - DAVIS BAY ELEMENTARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$0	\$750,000	\$0	\$750,000
10	116217	2010-2	MECHUP - CHATELECH SECONDARY HEATING AND VENTILATION UPGRADE	\$0	\$0	\$0	\$0	\$600,000	\$600,000



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

COMMITTEE OF THE WHOLE NOTES

Held on May 24, 2016 at 9:30 a.m.

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

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

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

REGRETS: Lori Dixon, Trustee; Pammila Ruth, Trustee; Nicholas Weswick, Secretary-Treasurer

The meeting was called to order at 9:30 a.m.

1) Trustee Evaluation Process / Survey

Chair Baxter proposed a format for the Board Evaluation survey consisting of 4 sections, one section for each of the three areas of focus of the strategic plan (students, staff and community) and one section to evaluate the board as a whole. Trustee Younghusband suggested motivating each section to consider: what's going well, how can it be better, and how can the board help to facilitate improvements. The results of the Board Evaluation Survey will be shared during the June Closed Board Meeting, with any recommendation being disclosed to the public after the debrief. Trustees requested that the results from the 2014-2015 Board Evaluation Survey be available for discussion as well. Chair Baxter further requested that a summary of trustee attendance at board and committee meetings be reviewed at the closed meeting to determine if an adjustment to the meeting schedule is needed to facilitate trustee attendance.

2) Trustee Variance Process Update

Superintendent Bocking spoke to the written report submitted by Secretary-Treasurer Weswick in his absence. Trustees engaged in a discussion and suggested that the district approach the municipalities for recommendations as a first step in the process.

RECOMMENDATION:

“That the Board direct the Secretary-Treasurer to initiate the Trustee Variance Process by soliciting recommendations from local governments. Recommendations proposed by local governments will be brought back to the September Committee of the Whole for consideration in determining options for variations to the Trustee Electoral Areas.”

3) Communication (standing item)

Trustees reviewed the Board Communication Plan. A request was made that feedback from the Transportation Consultation for the Pender Harbour area be brought back to the June Operations Committee.

The meeting adjourned at 10:17 a.m.

NEXT MEETING: June 21st, 2016 from 10:30-12:30 pm at the School Board Office



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

POLICY COMMITTEE NOTES
Held on May 24, 2016 from 10:30-12:00 p.m.
At the School Board Office, Gibsons, B.C.

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

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

REGRETS: Lori Dixon, Trustee; Nicholas Weswick, Secretary-Treasurer

The meeting was called to order at 10:35 a.m.

1. Policy 1 – Foundational Statements

The committee discussed proposed changes to the foundational statements and preamble submitted by Chair Baxter, attached to these notes.

RECOMMENDATION:

“To take forward to the June Regular Board Meeting for approval, as submitted.”

2. Policy 19 – Local Purchasing

Discussion on the policy was deferred to the next meeting.

3. New Policy – Conflict of Interest

The committee reviewed conflict of interest policies developed by other boards in the province and discussed the benefits of a clear policy for trustees. The committee agreed that the policy developed by School District 20 (Kootenay-Columbia) would work well as a template and suggested that the board chair, vice-chair and superintendent develop a policy using it as a guide. Director White confirmed that the district has a regulation in place to address conflict of interest in the workplace.

RECOMMENDATION:

“That the Chair, Vice-Chair and Superintendent develop a Conflict of Interest policy for consideration by the board at the June Regular Meeting.”

The meeting adjourned at 11:10 a.m.

Next Meeting: June 21st, 2016 from 11:30 – 1:00 p.m.

Submitted by: Betty Baxter, Board Chair
Policy Committee - May 24, 2016

PREAMBLE

In 2009 the Board of Education for School District 46 (Sunshine Coast) underwent an external review to ensure its organizational structure best supports student success. The review recommended a new, cohesive governance model that would reflect the Sunshine Coast community going into the future. In response, the board restructured its policies around clear roles for the board and administration, clear delegation of responsibilities to administration, and strong, community-based vision, mission, values and strategic planning set by the elected Board. [The Board reviewed the policy manual in 2015/16 to update and align policies with the 2015/2019 Strategic Plan.](#)

In support of considered, ethical and strategic stewardship of all aspects of School District 46, the Board is ultimately responsible for all district policy, which is divided into three areas:

- *Governance policies* are general in nature and are set by the Board of Trustees to articulate and define important objectives, principles or values; and to define roles, responsibilities and authority.
- *Bylaws* are passed by the Board of Trustees to clearly set out the specific rules, not covered by legislation, by which the Board will be governed. Bylaws are also legally required for budgets, capital projects, disposal of lands and school closures, but these specific bylaws are not presented as part of district policy.
- *Administrative regulations* are operational in nature and allow for consistent and effective operations in an organization or a department. The Board delegates administrative regulations to the Superintendent of Schools to develop in a transparent process that includes community input.

1 FOUNDATIONAL STATEMENTS

- 1.1 Our **Vision** is a community engaged in lifelong learning and educational excellence.
- 1.2 Our **Mission** is to enable and inspire our students to realize their full potentials, as knowledgeable, confident and contributing citizens in a global community.

1.3 Our Values:

(i) Ethics

By placing ethics in high regard and through transparency, we ensure an environment of mutual trust and respect.

(ii) Inclusion

By engaging all learners and staff, we strive for a diverse, dynamic community that is welcoming and inclusive to everyone.

(iii) Collaboration And Equity

By working together in cooperation and equitable access, we create meaningful connection and a sense of belonging.

(iv) Innovation

By encouraging creativity, risk-taking and pride in personal and collective achievement, we aspire to excellence.

(v) Respect and Responsibility

Through clear communication and mutual respect, we believe that issues of environmental sustainability, social and fiscal responsibility can be addressed to support aware citizens and a healthy future for our local and global community.

(vi) Celebration

By celebrating the contributions of students, staff and community members, we create unity and bring joy to our work together.

~~1.3 Values Statement:~~

~~(i) Engaged, Lifelong Learning for a Diverse, Creative Community~~

~~We believe in a dynamic invigorating and safe educational environment that engages learners educationally, intellectually, physically, socially and emotionally. We support and enhance the Sunshine Coast's identity as a centre for innovation, creativity, critical thinking, environmental awareness, and participation in community, volunteerism and the arts. Families and communities play a key role in the education of children, and it is vital that our~~

public schools are welcoming, inclusive centres for family involvement and lifelong learning. We are excited about the opportunities and choices our students will have in the global community—as responsible, informed, skilled and compassionate citizens. We feel honoured to operate on the traditional territories of the Sechelt and Squamish Nations, to welcome their cultures into our schools, and to work together for our students' educational needs and values.

(ii) Accessibility, Safety and Equity of Opportunity

Public education on the Sunshine Coast is an authentic reflection of our unique local communities—yet also reaches far beyond. No schools on the Sunshine Coast offers the exposure to opportunities and genuine diversity that we do. We ensure that every student has the support, resources, options and teaching in order to realize and reach his or her full potential. The cultural diversity of our students, staff and communities is an asset to be treasured and respected in our schools.

(iii) Health, Social Responsibility and Environmental Sustainability

It is essential that our students and employees are safe, healthy and comfortable in their working environments. Emotional and physical health must be free from bullying and discrimination, and enriched through physical activities, extra-curricular opportunities, positive social interactions and community connections. Environmental sustainability is key to both responsible citizenship and a healthy future, and we play a fundamental role in advancing it through education, from our schools on out to our local and global communities.

(iv) Transparency, Accountability and Fiscal Responsibility

Clear, respectful and reciprocal communications are central to public education, from student expectations through to board expectations. The best way to achieve accountability is by the community being aware of and openly engaged in decisions, budgets, challenges and other aspects of public education governance. We take the responsibility for public education—and the public's trust—very seriously, as a significant tax investment, and a far greater societal investment. Programs and services must be delivered as efficiently and effectively as possible.

(v) Honesty, Trust, Respect and Recognition

Co-operation holds our local public education system together. For a function as imperative and sensitive as the education of our children, we place strong ethics in high regard. Especially in a small “community of communities,” it is critical that we foster and maintain an atmosphere of mutual trust and respect. The contributions and achievements of students, employees, parents and other community members are to be recognized, celebrated, and cherished.

8 CONFLICT OF INTEREST

A trustee is a fiduciary, and is therefore subject to the highest duties of good faith and undivided loyalty to the Board; a trustee is required to act at all times in the best interests of the Board as a whole, without regard to his/her personal interests. Trustees have an obligation to avoid conflicts of interest, to remain in a position to provide an unbiased, even-handed and disinterested consideration of matters that come before the Board, and cooperate with other Board members to administer the Board's affairs in a judicious manner. A trustee must avoid personal conflicts of interest, and must avoid using his/her position for personal benefit. Trustees have a shared public duty to carry out their responsibilities and advance the work of the Board with diligence.

The Board recognizes that conflicts can arise in many different ways, including direct or indirect pecuniary conflict of interest, conflict of interest arising by virtue of predetermination of a matter coming before the Board, and conflict of interest arising by virtue of a personal interest arising from the particular circumstances or relationships of individual trustees.

As per policy 4, the Role of Chair is to protect the integrity of Board process and Board cohesion, and (as per policy 4.1) hold the Board to its rules.

- 8.1 If a Trustee has any conflict of interest in any matter and is present at a meeting of the Board at which the matter is considered, the Trustee shall:
- a) disclose his or her conflict of interest and the general nature of the conflict of interest;
 - b) not take part in the discussion of or vote on any question in respect to the matter; and
 - c) not attempt in any way, whether before, during or after the meeting, to influence the voting on any question in respect to the matter. [*School Act* s.58 (1)]
- 8.2 If a meeting is not open to the public, in addition to complying with these requirements the Trustee shall immediately leave the meeting or the part of the meeting during which the matter is under consideration. [*School Act* s.58 (2)]
- 8.3 If a conflict of interest of a Trustee is not disclosed as required above by reason of the Trustee's absence from the meeting, the Trustee shall disclose the conflict of interest and otherwise comply with the requirements at the first meeting of the Board attended by the Trustee after the meeting referred to above. [*School Act* s.58 (3)]
- 8.4 The requirements of paragraphs 12.1 to 12.3 do not apply to any pecuniary interest referred to by the School Act as exempt from the disclosure requirements of the School Act. [*School Act* s.59]
- 8.5 "Pecuniary interest" means, with respect to a Trustee, an interest in a matter that could monetarily affect the Trustee and includes an indirect pecuniary interest referred to in section 55 of the School Act. [*School Act* s.55 & 56]

- 8.6 The pecuniary interest of a spouse or of a parent or child of the Trustee shall, if known to the Trustee, be deemed to be also a pecuniary interest of the Trustee. [*School Act s.57*]
- 8.7 If a meeting is open to the public, every disclosure of pecuniary interest and the general nature of it shall be recorded in the minutes of the meeting. If a meeting is not open to the public, the fact that a disclosure of pecuniary interest was made, but not the general nature of that interest, shall be reported and recorded in the minutes of the next meeting that is open to the public. [*School Act s.50*]

Board Policy:
Revised:

DRAFT



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

EDUCATION COMMITTEE NOTES
Held on May 25th, 2016 from 1:00-2:30 pm
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Christine Younghusband (Chair), Pammila Ruth, Betty Baxter

STAFF/OTHERS: Patrick Bocking, Superintendent; Paul Bishop, Director of Instruction; Vanessa White, Director of Instruction; Kerry Mahlman, District Principal; Carolyn Spence, Principal; David Barnum, Curriculum and Transitions Coordinator; Marnie Baba, CUPE Local 801; Erica Reimer, Executive Assistant (Recording Secretary)

REGENTS: Lori Dixon, Trustee

The meeting was called to order at 1:05 p.m.

1. Strategic Plan: 3.f. – Sechelt Indian Band and Squamish Nation and Strategic Plan: 1.j. – Indigenous Cultures

1.j. Our students will explore indigenous cultures in our community and the diversity of cultures in the world through experience, instruction and language learning.

3.f. Our district will enhance relationships with the shishálh Indian Band, the Sk̓wx̓wú7mesh Nation and other cultural groups.

District Principal Mahlman shared information on the district's aboriginal education program and highlighted how the program works to support the goals of the Strategic Plan. Currently, the school district supports 581 students that have self-declared to be of first nations descent of which 550 students have chosen to participate in a language and culture program. The school district has chosen to celebrate aboriginal culture throughout the month of June, in recognition of National Aboriginal Day, which takes place on June 21st. All elementary school students' benefit from a weekly aboriginal education program that provide students with opportunities to connect to the land, water and forest and learn traditional techniques. Aboriginal Education Targeted Funding is further supported by a contribution of 0.8 FTE from the school district and is used to enhance learning achievements that reflect the needs of aboriginal students. The district works closely with the Sechelt Nation, through Lenora Joe, Director of Education, so that educational priorities are known, implemented and supported in schools. District Principal Mahlman reported that the Squamish Nation is supported by four school districts (SD 44, 45, 46 and 48) and is working towards collaboration with those school districts to ensure their nation's educational priorities are similarly represented.

A copy of the presentation is available online in the agenda package at www.sd46.bc.ca/index.php/2015-2016-board-meeting-schedule#ed

2. Strategic Plan: Goal 1.h. – Experiential Learning/Inquiry

1.h. Our students will encounter, challenge, explore and pursue interests, and develop core competencies through experiential learning and personalized inquiry.

Director Bishop spoke to a presentation on Maker Experiences that promote constructionist, building and prototyping activities where students learn by trying. He related these experiences to those of students in the district's ACE-IT programs, which synthesize theoretical activities with hands on practice.

Curriculum and Transitions Coordinator, David Barnum provided an illustrated example of an inquiry project from a grade one science class where students experimented with sprouting a bean. Students were encouraged to try different things, ask questions, and experiment with “what if” ideas.

3. Strategic Plan: Goal 1.e. – Physical Health

1.e. Our students will be supported in learning skills and awareness to manage their mental and physical health.

Director White provided a thorough report and shared the following:

- Eleven different sports teams at the secondary schools, including golf, ski and snowboard, ultimate, cross country, track and basketball.
- Elementary sports teams have expanded to include students in grades 3, 4 and 5 to allow young student an opportunity to develop age specific skills.
- Grade 6 and 7 students are actively competing in basketball and volleyball teams with A and B tiers.
- Elementary Sugar Bowl continues to be a yearly event and is well received by students.
- BC Fruit and Vegetable program provides students with an opportunity to try different produce.
- Gym activities for Gibsons SCAS students could be enhanced.

4. Parent Engagement (*standing item*)

Report to be provided at the Regular Board Meeting due to time constraints.

The meeting adjourned at 2:39 pm

NEXT MEETING: June 20th, 2016 from 9:00-10:30 am at the School Board Office.



June 2, 2016

Betty Baxter, Chair
School District 46
494 South Fletch Road
PO Box 220
Gibsons BC V0N 1V0

Reference: 256750

Dear Chair Baxter:

Re: Sunshine Coast Fixed Link Study Meetings

Further to the February 2016 announcement made by the Honourable Todd G. Stone, Minister of Transportation and Infrastructure, about the Sunshine Coast Fixed Link Feasibility Study, I am writing to let you know I will be hosting meetings with First Nations, local governments, Chambers of Commerce and other community leaders to seek input on this study.

Representatives from all areas that have an interest in the feasibility of a Sunshine Coast fixed link, such as West Vancouver and the North Shore, the Sea to Sky area, Howe Sound, the Sunshine Coast and Vancouver Island, will be invited to attend a meeting.

From June 21-23, I will be hosting meetings in Duncan, Nanaimo, Powell River, Sechelt, and Gibsons. On July 7, I will be hosting meetings in Squamish and West Vancouver. I am pleased to invite you or your delegates to participate in one of these meetings and share your organization's interests and priorities on this important matter.

Pam Ryan, the project's public Engagement Director, will follow up with your office next week to provide further details on meeting locations, dates and times, as well as to request participation from your staff in upcoming technical discussions. Pam can be reached toll free at 1 844 301-6680 or by e-mail at fixedlink@lucentquay.ca.

If you would like to discuss the study further, or have any questions or concerns, I invite you to contact Ashok Bhatti, the Ministry of Transportation and Infrastructure's Deputy Regional Director for the South Coast Region, at 604 527-2167 or at Ashok.Bhatti@gov.bc.ca.

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Province of
British Columbia

Legislative Assembly

Jordan Sturdy, MLA
(West Vancouver-Sea to Sky)

Constituency: 6392 Bay St
West Vancouver, BC V7W 2G9

Constituency: 6-1366 Aster St
Pemberton, BC V0N 2L0

I look forward to meeting with you and learning what is important to your community about the feasibility of a Sunshine Coast fixed link.

Yours truly,

A large, stylized handwritten signature in black ink, appearing to be 'J. Sturdy', written over the 'Yours truly,' text.

Jordan Sturdy
MLA West Vancouver – Sea to Sky

Copy: Honourable Todd G. Stone
Minister of Transportation and Infrastructure
MLA, Kamloops-South Thompson

Ashok Bhatti, Deputy Regional Director
South Coast Region
Ministry of Transportation and Infrastructure

Pam Ryan, Engagement Director
Sunshine Coast Fixed Link Project