



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

REGULAR MEETING AGENDA

October 13, 2015 at 7:00 p.m.

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

1. **Call to Order**
2. **Swearing-in of Student Trustee**
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 – September 8, 2015 Pg. 3-7
 - b. Record of Closed Meeting – September 8, 2015 Pg. 8
6. **Reports**
 - a. **Executive Reports**
 - i. Strategic Plan Update:
 1. Goal 1.g. – Outdoor Education Pg. 9-10
 2. Goal 2.d. – Parent Communication Pg. 11-12
 - ii. Superintendent’s Report Pg. 13-14
 1. Grad Survey Draw
 2. Administrative Regulation for Circulation:
 - a. Regulation 3350 – Disposal of Surplus Property Pg. 15-17
 - iii. Secretary-Treasurer’s Report
 1. Enrollment Report Pg. 18
 2. Capital Plan (*motion*) Pg. 19

MOTION: “THAT the Board of Education of School District No. 46 (Sunshine Coast) approve the 2015-2016 Capital Plan as presented.”
 - iv. Information Items:
 1. Larger Cheques Written in the Months of September 2015 Pg. 20
 - b. **Board/Committee Reports**
 - i. Board Report Pg. 21-22
 1. Strategic Plan: Vision
 2. BCSTA Report – Provincial Council Motions Pg. 23-28
 3. BCPSEA Report
 4. Student Trustee/DSLIT Report
 - ii. Committee of the Whole Notes – September 22, 2015 Pg. 29-31
 - iii. Operations Committee Notes – September 17, 2015 (*motion*) Pg. 32-33
 - iv. Education Committee Notes – September 16, 2015 Pg. 34-35

MOTION: “TO receive the reports.”
7. **Correspondence**
 - a. Deputy Min. D. Byng – Curriculum Support Plan (Ref: 184229) Pg. 36-40

MOTION: “TO receive the correspondence.”

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

9. Next Meeting

The next public board meeting will be held on November 10, 2015.

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	17 from 10 – 11:30 am	24 from 9:30 – 11:30 am
December	16 from 1 – 2:30 pm	17 from 12:30 – 2 pm	15 from 11:30 – 1 pm	15 from 9:30 – 11:30 am
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	16 from 10 – 11:30 am	23 from 9:30 – 11:30 am
March	23 from 1 – 2:30 pm	17 from 12:30 – 2 pm	15 from 10 – 11:30 am	22 from 9:30 – 11:30 am
April	27 from 1 – 2:30 pm	21 from 12:30 – 2 pm	19 from 10 – 11:30 am	26 from 9:30 – 11:30 am
May	25 from 1 – 2:30 pm	19 from 12:30 – 2 pm	17 from 10 – 11:30 am	24 from 9:30 – 11:30 am
June	22 from 1 – 2:30 pm	16 from 12:30 – 2 pm	21 from 11:30 – 1 pm	21 from 9:30 – 11:30 am

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

Agendas for Upcoming Meetings:

Education Committee – October 28, 2015 from 1:00 – 2:30 pm at the SBO

1. Strategic Plan: Goal 1.b – Reading / Goal 2. b. – Reading Teachers
2. Curriculum Implementation/School Calendar
3. Middle Years Development Instrument (MDI)
4. Curriculum (*standing item*)
5. Inspirational Achievement Award
6. Grad Survey
7. Parent Engagement (*standing item*)

Operations Committee – October 20, 2015 from 12:30 – 2:00 pm at the SBO

1. Strategic Plan: Goal 2.j. – Sustainable Practices
2. Long Range Facilities Plan
3. Preliminary Budget Information
4. Regulation 4550 (Student Fees) Amendment
5. District of Sechelt Referral: Clayton Family Lands

Committee of the Whole – October 27, 2015 from 9:30 – 10:30 pm at the SBO

1. Trustee Electoral Variance Review
2. Communication (*standing item*)

Policy Committee – October 27, 2015 from 10:30 – 12:00 pm at the SBO **

1. Role of the Chair
2. Role of Board Committees

*** Policy Committee schedule to be confirmed at the October board meeting*



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

Held on Tuesday, September 8, 2015
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: B. Baxter, L. Dixon, D. Mewhort, L. Pratt, G. Russell, P. Ruth,
C. Younghusband

STAFF: P. Bocking, Superintendent of Schools
G. Kitchen, Assistant Superintendent of Schools
N. Weswick, Secretary-Treasurer
E. Reimer, Administrative Assistant (Recording Secretary)

REGRETS: Trustee L. Dixon

#1. 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 members of the audience.

#2. Presentations

- a. To commence in October 2015.

#3. Public Question Period

- There were no questions.

#4. Adoption of the Agenda

MOTION: Pratt/Younghusband

“THAT the agenda of September 8, 2015 be adopted.”

Carried.

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

MOTION: Mewhort/Russell

“THAT the minutes of the Regular Meeting of June 9, 2015, the minutes of the Special Meeting of June 18, 2015, the Record of Closed Meeting of June 9, 2015 and the Record of the Special Closed Meeting of July 14, 2015 (with corrections) be adopted.”

Carried.

#6. Reports

- a. Executive Reports

- i. Strategic Plan Update: Communication

The report was submitted as written. Superintendent Bocking commented on various plans to enhance communications with parents, staff and the community in general.

ii. Superintendent's Report

The report was submitted as written. Superintendent Bocking underlined the district's achievements in music instruction at the elementary level. The district will investigate the possibility of developing a consistent band program for students in grades 6 through 12 in the coming year.

Other items reported:

- The school district shares the community's concern for families affected by layoffs that occurred at the mill over the summer months. The district has not seen an impact on enrollment at the elementary level as a result of the partial closure.
- Some challenges with timetabling at the secondary level on the first day of school.
- Sechelt RCMP has indicated that a School Liaison Officer will be hired soon.
- Many district representatives were in attendance at the 71man Child Development Centre opening celebration.
- The district will meet with the SCRD to discuss future partnerships.

1. Administrative Regulation to be Repealed:

a. Regulation 2740 – School Planning Councils

The regulation is being repealed as a result of changes to the *School Act*, as proposed in Bill 11, which removed the requirement for School Planning Councils. The district understands that the ministry will develop a new framework for consultation and will create a regulation to support that in the future.

iii. Secretary-Treasurer's Report

1. Summer Work

Secretary-Treasurer Weswick highlighted summer work performed by maintenance staff over the summer months, including water savings initiatives, asbestos remediation, gym floor resurfacing, roofing replacements and the standard custodial deep clean. Thanks were given to all maintenance and custodial staff for their hard work over the summer months. A detailed report will be provided to the Operations Committee in September.

2. Audited Financial Statements

Secretary-Treasurer Weswick reviewed the Schedule of Operating Operations (Schedule 2) of the Audited Financial Statements, noting that the total Operating deficit of \$599,657 at the end of the year reduced the prior year's surplus by the same amount.

MOTION: Pratt/Mewhort

“THAT the Board of Education of School District No. 46 (Sunshine Coast) approve the 2014/15 Audited Financial Statements, as presented.”

Carried.

3. Unrestricted Surplus Allocation Recommendation

Secretary-Treasurer Weswick further reviewed changes to the total surplus, as compared to the previous year's end, and changes to restricted surplus items, including district programs. Information was provided to support a reallocation of \$156,000

from unspent restricted surplus items in order to provide teachers with 4 half-day sessions to support the implementation of the new curriculum. Secretary-Treasurer Weswick further recommended that unrestricted surplus funds be distributed as follows:

- \$875,000 - 2/3 surplus allocation to school sites for school-based decision making
- \$100,000 - Allocated to support Strategic Plan initiatives
- \$30,000 - Allocated to support Next Generation Network (NGN) hardware
- Holdback - Exempt compensation (\$130,000)
- Holdback - Potential for enrolment decline (\$179,308)

Clarification was provided for both recommended holdbacks. In the case of the exempt compensation holdback, a portion of the unrestricted surplus will be held to fund unknown salary increases for principals, vice-principal and other exempt managerial positions. The remainder of funds will be held in the event of enrolment decline due to the partial mill closure and the potential for loss of students and adjustments to staffing.

MOTION: Russell/Younghusband

“THAT the Board of Education of School District No. 46 (Sunshine Coast) accept the recommendation to immediately direct \$875,000 for school to enhance their 2015/16 budgets.”

Carried.

MOTION: Mewhort/Younghusband

“THAT the Board of Education of School District No. 46 (Sunshine Coast) accept the recommendation to allocate \$100,000 to Strategic Plan initiatives, \$30,000 to Next Generation Network hardware, \$130,000 holdback for exempt compensation and the remainder as holdback for potential enrolment decline.”

Carried.

iv. Information items

1. Larger Cheques Written in the Months of June, July and August 2015

The report was submitted as written.

b. Board/Committee Reports

i. Board Report

The report was submitted as written. Chair Baxter announced that Trustee Lori Dixon would be on a two month medical leave and wished her a speedy recovery on behalf of the board.

Chair Baxter drew attention to a motion from the closed meeting of June 9, 2015 relating to the Strategic Plan that stated, “THAT when we do our implementation plan we look at major initiatives to educate about systemic racism and the damage it can do in our community.”

Trustees discussed proposed changes to Policy 5 (Role of Board Committees) and Bylaw

62 (Committees) that were brought forward as a result a motion to reinstate a policy committee. The suggested bylaw adjustment to bylaw 62.2 would allow all seven trustees to sit on both the Committee of the Whole and at the Policy Standing Committee.

MOTION: Pratt/Russell

“THAT the revised Bylaw 62 (Committees) be read for a first time.”

Carried.

MOTION: Pratt/Russell

“THAT the revised Bylaw 62 (Committees) be read for a second time.”

Carried.

Trustees unanimously agreed to move to a third reading of the bylaw.

MOTION: Pratt/Russell

“THAT the revised Bylaw 62 (Committees) be read for a third time, passed and adopted.”

Carried.

Trustees discussed two recommended changes to Policy 5 (Role of Board Committees) and agreed to defer the recommendation to change policy 5.4 for discussion at the Policy Standing Committee, once formed.

MOTION: Pratt/Russell

“THAT the terms of reference for the Policy Standing committee be added as section 5.8 (iii) of Policy 5 (ROLE OF BOARD COMMITTEES) as follows:

Policy Standing Committee

Terms of reference: The Policy Standing Committee shall review existing policies and consider amendments or new policies to enhance the effectiveness of Board governance.

AND the remainder of the policy be renumbered.”

Carried.

1. Strategic Plan 2015-2019

The final print version of the 2015-2019 Strategic Plan was distributed at the meeting to trustees and members of the audience. Trustees shared their enthusiasm and appreciation for the professionally formatted and printed plan and related materials. Copies of the Strategic Plan 2015-2019 brochure, bookmarks and posters will be available to each of the schools for further distribution.

2. BCSTA Provincial Council

There were no suggested motions to bring forward to the October BCSTA Provincial Council.

3. BCPSEA School District and Government Advisory Committee

Chair Baxter reported that she had put her name forward for the BCPSEA School District and Government Advisory Committee. BCPSEA will announce those selected to the committee in late September. Trustee Younghusband advised that the committee would consist of five trustees representatives, one BCASBO representative and one BCSSA representative.

ii. Special Committee of the Whole Notes – June 9, 2015

The notes were submitted as written. The Board Evaluation Working Session has been rescheduled to November 3rd due to Trustee Dixon’s absence.

iii. Operations Committee Notes – June 18, 2015

The notes were submitted as written. Trustee Mewhort brought attention to the Emergency Preparedness information that has been posted to the district website.

MOTION: Mewhort/Ruth

“TO receive the reports.”

Carried.

#7. Correspondence

- a. K. Pridmore to SD46 – Employment Practices Liability Program (Ref: 183584)
- b. C. Dettling – Safe Stop Program

MOTION: Mewhort/Ruth

“TO receive the correspondence.”

Carried.

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

- A member of the audience requested clarification of the “Other Tuition Fees” listed on page 28 of the Audited Financial Statements. Secretary-Treasurer Weswick indicated that the fees relate to monies received from the Conseil Scolaire Francophone for lease monies received for L’École du Pacifique as well as international student fees.
- Best wishes were given to Assistant Superintendent Kitchen in his new position with the Victoria school district.

#9. Next Meeting

The next public board meeting will be held on October 13, 2015.

MOTION: Pratt/Mewhort

“TO approve the committee agendas, with the addition of the Safe Stop Program Correspondence as item 5 on the Operations Committee agenda.”

Carried.

#10. Adjournment

MOTION: Mewhort/Pratt

The meeting adjourned at 8:21 p.m.

Carried.

Chair

Secretary-Treasurer



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

RECORD OF CLOSED MEETING

Held on Tuesday, September 8, 2015
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
G. Kitchen, Assistant Superintendent of Schools
N. Weswick, Secretary-Treasurer
E. Reimer, Administrative Assistant (Recording Secretary)

REGRETS: Trustee L. Dixon

Call to Order

The meeting was called to order at 6:23 p.m.

- **Motion to Exclude**
- **Adoption of the Agenda**
- **Approval of Minutes of Prior Meetings**
- **Information / Action Items**
 - Personnel
 - Superintendent Contract
 - Ad Hoc Superintendent 360° Evaluation Process Committee Notes – June 18, 2015
 - Senior Team
 - Property
 - Sarah Wray Hall Sublease
 - Madeira Park Elementary Statutory Right-of-Way
- **Correspondence**
 - Langdale PAC to Board – Langdale’s Principal
- **Items for Disclosure**
 - No items to disclose

Adjournment

The meeting adjourned at 5:52 p.m.

Chairperson

Secretary-Treasurer

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

Strategic Plan Report: Outdoor Education

Submitted by Patrick Bocking

October 13, 2015

Strategic Plan 2015-2019

Goal: 1 g. Students will experience, respect and enhance the natural world by actively **PARTICIPATING IN SUSTAINABLE PRACTICES AND OUTDOOR EDUCATION.**

Keep close to Nature's heart... and break clear away, once in awhile, and climb a mountain or spend a week in the woods. Wash your spirit clean. – John Muir

Background:

Research indicates that environmental education can result in the following:

- **Enthusiastic Students and Innovative Teacher Leadership through** rich, hands-on, real world and relevant learning across the curriculum.
- **Critical Thinking, and Relationship Skills** through an emphasis on specific critical thinking skills central to “good science”.
- **Leadership Qualities** through cooperative learning (i.e., working in teams or with partners), critical thinking and discussion, hands-on activities, and a focus on action strategies with real-world applications.
- **Self Control/ Self Discipline Benefits** for some children who benefit from more exposure to nature because for those students, the greener their everyday environment, the more manageable can be their behavioural management.
- **Increased Focus/Improved Cognition** through proximity to nature, access to views of nature, and daily exposure to natural settings increases the ability of children to focus and improves their cognitive abilities.
- **Health Benefits** for children who experience school grounds or play areas with diverse natural settings are more physically active, more aware of good nutrition, more creative, and more civil to one another.

<https://www.plt.org/why-environmental-education-is-important>

Discussion:

The Environmental Education Action Committee has developed a number of recommendations to inform the Implementation Plan. Key amongst these are:

- Develop increased awareness of students, staff and the community to the importance of the role of nature in our lives and our futures through dialogue, sharing successes and promotion of outdoor and sustainable activities.
- Provide opportunities and a framework to consider simple, sustainability projects (composting, school and/ or community gardens) at the classroom or school level.

Strategic Plan Update: Outdoor Education

- Celebrate natural learning in our schools through social media and other communication strategies.
- Provide information and resources to facilitate students accessing the outdoors with their educators through educational opportunities for teaching staff about how to ensure that outdoor adventures are successful for safety and effective for learning.
- Minimize the administrative challenges involved with moving beyond the school yards with students. (Review Regulation 2550 – Extended Experience)

Opportunity

- Simon Fraser University is offering, in partnership with our District, a Graduate Diploma in Education. This two-year program allows teachers to delve deeply into Nature Based Experiential Learning in a focused, collaborative structure. The program begins in January, 2016.

Next Steps:

- Consolidate plans as indicated above.
- Support the NBEL partnership as required.

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

Strategic Plan Report: Communication

Submitted by Patrick Bocking

October 13, 2015

Strategic Plan 2015-2019

Goal: 2.d. Our staff will interact with our students' **PARENTS** positively and with full information freely shared using **EFFICIENT AND RESPONSIVE** strategies.

To effectively communicate, we must realize that we are all different in the way we perceive the world and use this understanding as a guide to our communication with others. - Tony Robbins

Background:

Parents make a difference to student learning in many ways, but research into student success reveals that the four factors that make the biggest difference in terms of parent the actual influence on student success have:

- Letting your child know you have high expectations for him or her
- Talking with your child about school
- Focusing on students' attitudes, more than their marks
- Reading to and/or with your child

<http://www.peopleforeducation.ca>

Discussion:

The District's active District Parent Advisory Council continues to develop deeper connections amongst PACs and with trustees and district staff. The outcome is frank discussions related to parent engagement and student success. The District Parent-Teacher Communication Committee examines effective communication and develops strategies to ensure the school/ home partnership is well developed.

Many schools are considering more effective ways to communicate student learning with students themselves as well as with parents. DBES NEST program piloted Freshgrade in the 2014 – 2015 school year. Freshgrade is an online portfolio and communication program that enhances teacher, student and parent understanding of student learning in a very current manner. Reports on this pilot are positive from teachers, students and parents. Other schools have begun utilizing the program informally.

The Ministry of Education plans to reveal new reporting guidelines this fall that will further inform future strategies to communicate student learning with parents.

Next Steps:

- Interpret Ministry of Education reporting guidelines in School District No. 46 when available.

Strategic Plan Update: Communication

- Develop plans to support and enhance the use of Freshgrade to more effectively communicate with parents and students.
- Develop a parent version of the staff newsletter, EduCoaster, to keep parents current on District activities and initiatives.
- Effectively utilize Facebook, Twitter, www.sd46.bc.ca, and synrvoice.
- Consider information and sharing sessions for parents regarding their children's education.

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

Superintendent's Report
October 13, 2015

1. Students

- a. **Reading:** The District Reading Committee has supported the implementation of the District Assessment of Reading Team (DART) assessment and the Early Primary Reading Assessment (EPRA) for our teachers. Considerable training has taken place in the past year to ensure common understanding. The standard approach allows teachers to communicate student learning with each other in order to have a common vocabulary for dialogue. This is a direct, positive impact for students as they learn to read.
- b. On October 21st students from almost every school in the district will be attending **WeDay** in Vancouver. The district is a partner with the Free the Children organization for **WeDay**.
- c. Students of the **Musical Theatre Club** have begun rehearsing on Friday's after school with teachers Sara Douglas and Tom Kellough. Their presentation of Steven Sondheim's *Into the Woods* takes place on March 4th and 5th at Chatelech Secondary School.

2. Staff

- a. **Curriculum Inservice** sessions are well underway in all schools during September and October and will continue throughout the year. The Ministry of Education has informed districts that 10 hours of non-instructional time will need to be incorporated into the balance of the school year to ensure all teachers have a strong grasp of the new curriculum. The curriculum is required to be formally utilized in September 2016 for kindergarten to grade nine, and September 2017 for grades ten to twelve. The Education Implementation Committee (SCTA and Management) will consider options for this time and bring appropriate recommendations to the Board later this fall.
- b. **Glucagon training** took place in September in partnership with Public Health. Each school with a diabetic student has two fully trained staff members.
- c. The Circles philosophy ensures that all students have an opportunity to hear and to be heard. As a part of district efforts to develop **Social and Emotional Learning** competencies in our culture, **Circles training** has taken place for representatives from all schools in the district. Gibsons Elementary and Langdale Elementary have adopted a whole staff approach to using the Circles philosophy.

Superintendent's Report
October 13, 2015

3. Community

- a. The district is very pleased to partner with Simon Fraser University in offering the **Graduate Diploma in Nature Based Experiential Learning** beginning in January.
- b. **Educational Assistant students from Capilano University** are placed in many of our schools for their practicum assignments.
- c. **Vancouver Coastal Health (VCH)** is one of our key partners in supporting our students' safety, health and education. Following a *Health Promoting Schools Committee* the district understands, due to our collective efforts, there has been an increased percentage of our students being properly **immunized**. Improvement is still necessary, however. District staff will meet in October with VCH to continue and deepen these efforts.



School District No. 46 (Sunshine Coast)
Administrative Regulations

FACILITIES – Circulating until December 4, 2015

3350

DISPOSAL OF SURPLUS PROPERTY

Purpose:

The Board may approve the disposal of land or improvements (“Property”). These disposals include sales of land and buildings, leases with a term of 10 years or greater (Long Term Lease), rights-of way and easements. Property disposals are subject to Ministerial Order M193/08, the Disposal of Land or Improvements Order, and the *School Act*.

Practices:

1. The school district shall retain the title of any Property it is not using for school purposes until such time as the Board determines that the Property will no longer be required. During this period, the Secretary-Treasurer may lease the Property.
2. Prior to approving the disposal of Property, the Board must consider the future educational needs of the district, as well as alternative uses of the Property including development, rezoning and subdivision. Reasonable effort will be made to maximize the return to School District No. 46 (Sunshine Coast)
3. The Secretary-Treasurer shall obtain reasonable, independent evidence of the fair market value of the Property or interest to be granted. Property
4. The Secretary-Treasurer must complete a title search and check for a Crown Grant Trust Condition before disposing of a Property.
5. The Board will approve disposition of Property with a Disposal Bylaw. The Disposal Bylaw will be approved in accordance with the Board’s Procedural Bylaw. The Disposal Bylaw authorizing the disposal of Property owned or administered by the Board, made pursuant to section 65(5) of the *School Act*, must include:
 - (a) confirmation that the Board will not require the Property for future educational or district purposes;
 - (b) the name and facility number of the Property, and;
 - (c) the address and legal description of the Property.

Date adopted: January 1996
Revised:

Reference: Board Policy 12.6, 16, School Act 96,
 Ministerial Order M193/08

Supt. Signature:



School District No. 46 (Sunshine Coast)
Administrative Regulations

FACILITIES – Circulating until December 4, 2015

3350

DISPOSAL OF SURPLUS PROPERTY (Continued)

6. When the Board intends to dispose of a Facility by a fee simple transfer or Long Term Lease of a Facility to a transferee or lessee other than another school board or an independent school for educational purposes, the Secretary Treasurer shall obtain Ministry approval.
7. If all tenders are lower than the appraised value, the Secretary-Treasurer may negotiate with the highest bidder or re-advertise the sale.
8. The Board shall promptly notify the Minister of any disposal of Property and the allocation of the proceeds as required under Section 100(2) of the *School Act*, and promptly deliver to the Minister a copy of the bylaw approving the disposal.
9. The Board shall offer to dispose of the Property in a public tender or other competitive bidding process, unless the Board proposes to dispose of the Property:
 - a. to a not for profit corporation,
 - b. to a public authority,»»»»
 - c. to a person who, as part of the consideration for the disposition, will exchange Property or an improvement with the Board,
 - d. to a person under a partnering agreement that has been the subject of a process involving the solicitation of competitive proposals, or
 - e. to an owner of adjoining land for the purpose of consolidating the lands.
10. The Board must only dispose of a Property by fee simple transfer or Long Term Lease through a public process as follows:
 - a. If the disposition is to a person referred to in Section 9, then the Board may only proceed with the disposal after it has passed a bylaw at a public meeting of the Board approving the disposal, provided that the Board has published, on its publicly accessible website or in some other public manner, notice of its agenda at least seven days' prior to the meeting, and the notice includes:
 - i. a description of the Property,
 - ii. the person or public authority who is to acquire the Property under the proposed disposition,

Date adopted: January 1996
Revised:

Reference: Board Policy 12.6, 16, School Act 96,
 Ministerial Order M193/08

Supt. Signature:



School District No. 46 (Sunshine Coast)
Administrative Regulations

FACILITIES – Circulating until December 4, 2015

3350

DISPOSAL OF SURPLUS PROPERTY (Continued)

- iii. the nature and, if applicable, the term of the proposed disposition, and
 - iv. the consideration to be received by the Board for the disposition.
- b. For all other dispositions by fee simple transfer or Long Term Lease, the Board shall post at the Property a sign visible from a public street indicating the nature of the proposed disposition, and the Board shall publish on its publicly accessible website or in some other public manner for at least 2 consecutive weeks a notice that includes:
 - i. a description of the Property,
 - ii. the nature and, if applicable, the term of the proposed disposition,
 - iii. the process by which the Property may be acquired, and
 - iv. the sentence "The highest or any tender may not necessarily be accepted.
- c. Any proposed transferee or lessee of a Property must satisfy the Board that it has the ability to meet its financial obligations to the Board, and the Board must be satisfied that the disposition of the Property is at fair market value. Fair market value means the amount, price, consideration or rent that would be obtained by a Board of Education in an arm's length transaction in the open market between willing parties acting in good faith.

Date adopted: January 1996
Revised:

Reference: Board Policy 12.6, 16, School Act 96,
 Ministerial Order M193/08

Supt. Signature:

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

**Secretary-Treasurer's Report
October 13, 2015**

Student Enrolment

Student enrolment numbers have been loaded into the Ministry tool and District staff are in the process of correcting errors and eliminating duplicate entries. The accuracy of the 2015 enrolment numbers is limited at this point in the process and may fluctuate significantly.

Early numbers indicate a **significant increase in enrolment compared to both projections and prior year actual enrolment**. This influx of new enrolment appears to be throughout the grade range, as opposed to students entering kindergarten. Kindergarten enrolment was 233 in 2014 and is 223 in 2015.

	Sep 2014 Actual	Sep 2015 Projection	Sep 2015 Draft*
School Age Enrolment	2820	2801	2894
Alternative	130	120	178
Distributed Learning	77	75	63
Adult	13	8	14
Total	3040	3004	3149

** Enrolment will change due to elimination of duplicate entries. Likely to result in reduction of 5-20 FTE.*

This influx of new enrolment will result in an increase in revenue compared to projections, as well as increased allocations to school-based budgets. Actual funding recalculation announcements are typically made in December each year, and form the basis for the amended budget, due Feb 28, 2016.

Audit Tender

The financial statement audit was tendered several years ago and the contract has since expired. In order to ensure best value and service level to the District, an audit Request for Proposals has been posted on BC Bid. The tender closes on October 13th and the Board will be informed of the outcome in November 2015.

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

Regular Meeting Agenda Package - October 2015

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

DATE 01-Oct-2015 11:27 AM

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

PAGE 1

START DATE: 01-Sep-2015 TO END DATE: 30-Sep-2015

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

ON-LINE CHEQUES : ISSUED BETWEEN 01-Sep-2015 AND 30-Sep-2015						
00LCET2559	0001	*****	28093	RECEIVER GENERAL FOR CANADA	03-Sep-15	31,619.31
00LCET2561	0001	*****	28094	RECEIVER GENERAL FOR CANADA	03-Sep-15	31,622.42
00LCET2563	0001	*****	30209	TEACHERS' PENSION PLAN	04-Sep-15	45,199.25
00LCET2566	0001	*****	28094	RECEIVER GENERAL FOR CANADA	17-Sep-15	50,623.46
00LCET2569	0001	*****	23290	MUNICIPAL PENSION PLAN	15-Sep-15	27,822.48
00LCET2572	0001	*****	28093	RECEIVER GENERAL FOR CANADA	24-Sep-15	150,000.00
00LCET2575	0001	*****	23290	MUNICIPAL PENSION PLAN	25-Sep-15	49,457.06
TOTALS FOR BANK - 0001						386,343.98
TOTAL NUMBER OF CHEQUES						7
TOTAL NUMBER OF CHEQUES WITH MICR						0
COMPUTER PREPARED CHEQUES : ISSUED BETWEEN 01-Sep-2015 AND 30-Sep-2015						
1864000007	0001	0000046974	23268	MINISTRY OF PROVINCIAL REVENUE	02-Sep-15	42,237.00
1864ET0033	0001	*****	26207	PACIFIC BLUE CROSS/MSA	02-Sep-15	52,539.15
1865000001	0001	0000046981	13811	4TH UTILITY INC.	16-Sep-15	51,349.74
1865000004	0001	0000046984	12012	BC HYDRO & POWER AUTHORITY	16-Sep-15	19,810.62
1865000006	0001	0000046986	13908	CALIBER SPORT SYSTEMS	16-Sep-15	21,451.50
1865000015	0001	0000046995	14179	DELUXE LANDSCAPING LTD.	16-Sep-15	13,053.60
1865000028	0001	0000047008	12916	M.L. PETERSON HARDWOOD	16-Sep-15	10,100.00
1865000042	0001	0000047022	28049	ROOF TECH 2000 CONSULTANTS LTD.	16-Sep-15	12,450.20
1865000052	0001	0000047032	15238	SURD-BA ROBINSON CO LTD	16-Sep-15	10,105.19
1865ET0011	0001	*****	12048	BONNIEBROOK INDUSTRIES LTD.,	16-Sep-15	10,540.00
1865ET0028	0001	*****	13387	CUSTOM CARPET & INTERIORS	16-Sep-15	14,741.49
1865ET0075	0001	*****	33068	WESCLEAN EQUIPMENT &	16-Sep-15	10,749.78
1866000001	0001	0000047040	14259	BOUYGUES BUILDING CANADA INC.	17-Sep-15	1,069,854.48
1868000004	0001	0000047044	14179	DELUXE LANDSCAPING LTD.	25-Sep-15	10,256.40
1868000016	0001	0000047056	14685	MACK KIRK ROOFING & SHEET METAL LTD.	25-Sep-15	199,720.50
1868000025	0001	0000047065	29057	SKOOKUM DODGE	25-Sep-15	21,218.48
1868000030	0001	0000047070	30221	TEACHER'S FILE LTD.	25-Sep-15	13,489.97
1868ET0001	0001	*****	11229	ALKINS PROJECT SERVICES INC.	25-Sep-15	17,027.90
1868ET0034	0001	*****	30022	TOWN OF GIBSONS	25-Sep-15	79,472.50
1869000011	0001	0000047085	23268	MINISTRY OF PROVINCIAL REVENUE	30-Sep-15	17,109.00
1869ET0021	0001	*****	13387	CUSTOM CARPET & INTERIORS	30-Sep-15	10,213.26
1869ET0064	0001	*****	29454	SWING TIME DISTRIBUTORS LTD.	30-Sep-15	11,924.64
1869ET0073	0001	*****	33168	WHITE-KENNEDY LLP	30-Sep-15	24,374.00
TOTALS FOR BANK - 0001						1,743,789.40
TOTAL NUMBER OF CHEQUES						23
TOTAL NUMBER OF CHEQUES WITH MICR						14
GRAND TOTAL						2,130,133.38
CANCELLED TOTAL						0.00
NET GRAND TOTAL						2,130,133.38
GRAND TOTAL NUMBER OF CHEQUES						30

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

Board Report
October 13, 2015

Board of Education of School District No. 46 (Sunshine Coast)

BOARD VISION:

“A community engaged in lifelong learning and educational excellence”

The vision for the board of education is what we strive for. We hope to both be “a community engaged in lifelong learning and educational excellence” within our organization and to encourage all our educational partners to work with us within a much larger community engaged in lifelong learning and educational excellence.

Our new strategic plan points the way to achieve this vision on a day-to-day basis. The community will notice that our reports from senior staff and committee agendas now reflect the language of the strategic plan and even reference the specific goals by number when we report. We hope that all our partners will recognize mutual goals within this plan and communicate with us when we can work together. Having a common language to define our work and common reference points can help us all follow the plan as a road map toward our vision.

September 8 –DSLIT/Trustee Dinner: The Board welcomed the District Student Leadership Team and shared pizza and discussion about the role of the student trustee prior to our first public meeting of the new school year. The DSLIT has had a chance to meet since then and selected their representative, our new student trustee. We are thrilled to swear in the new trustee tonight and welcome a student voice at the table again for this year. The presence of a student trustee is testament to our value of inclusion to engage all learners in our work together.

September 8 – Board Meeting /Policy Committee: At the public meeting in September, the board passed a motion to reinstate a policy committee. The first meeting of this committee will be Oct 27 and the interim chair is Trustee Lori Pratt. Standing committees are open to the public and we look forward to welcoming input on policy matters. The chairs for all our standing committees will be appointed in January 2016 for the coming year as per policy.

September 19 – shishalh Residential School Memorial Monument Unveiling: Many members of our district leadership were honoured to be present at the unveiling of the shishalh Residential School Memorial Monument. It was a profoundly moving and educational afternoon. Thank you to the elders who shared their stories of pain, suffering

and healing and to the shishalh people for welcoming the community to learn and walk together toward a new way with positive relationships.

October 8 – District Student Leadership Team Meeting: The District Student Leadership Team (DSLST) met to discuss its role and priorities with respect to the district strategic plan. The goals were cemented after an in-depth discussion. The goal of the DSLST is to be actively involved in the promotion and the facilitation of goals 1c and 1e.

- *1.c. Our students will achieve the mathematical skills required for academic and life success (with a particular emphasis on financial literacy).*
- *1.e. Our students will be supported in learning skills and awareness to manage their mental and physical health.*



9.1 SAFE STOP PROGRAM – SCHOOL DISTRICT 60

SUBMITTED BY: *SD60 (Peace River North)*

BE IT RESOLVED:

that BCSTA urge the Ministry of Transportation and Infrastructure to increase the penalty for failing to stop for a school bus to 6 demerit points and a \$368 fine.

RATIONALE:

Safe Stop is a program that was introduced to School District 60 in April of 2015. Safe Stop's sole purpose is to remind the motoring public that driving through the flashing red lights of a school bus is both dangerous and illegal.

This motion is emergent because drivers in British Columbia do not take this matter seriously and it is just a matter of time before another child is injured or killed due to failure of a driver to stop for a school bus. Between April 15th and June 25th, 2015, the Transportation Department of School District No. 60 recorded every instance of motorists driving through the flashing red lights of the district's school buses and recorded more than one infraction per day during this time period. Currently, the penalty for failure of a driver to stop for a school bus is a \$167.00 fine and 3 demerit points. Increasing the fine to \$368.00 and 6 demerit points would reflect the severity of the infraction.

REFERENCES:

- [August 2015 correspondence regarding Safe Stop](#)
- [Ministry of Transportation and Infrastructure Online – BC Driver Alert: When the School Bus Stops, You Stop](#)

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.



9.2 REVERSING PUBLIC FUNDING OF PRIVATE SCHOOLS

SUBMITTED BY: *SD70 (Alberni)*

BE IT RESOLVED:

That BCSTA arrange a meeting with the Minister of Education to strongly urge the provincial government to immediately discontinue the practice of utilizing public tax dollars to fund and subsidize private/independent schools.

RATIONALE:

Public tax dollars should be used to fund public education and neighbourhood public schools.

As boards of education struggle to provide more services with less dollars, decisions on school closures or student programming are being made for financial reasons rather than for educational purposes or capacity issues.

This motion is emergent because by the time we get to AGM, it will be too late for BCSTA to influence the provincial government's budget development process. The Select Standing Committee on Finance and Government Services is currently engaging in consultations with stakeholders regarding the 2016 provincial budget. The process of developing the provincial budget will be completed before BCSTA's 2016 AGM. If, in a perfect world, the government's policy on funding independent schools is reversed and the funds are returned to public education, it will be difficult to properly plan for the 2016-2017 school year as the board of education budget cycle will be close to completion by the time of BCSTA's 2016 AGM. Accordingly, delaying consideration of this motion until the 2016 AGM would negatively impact "boards' ability to influence ...a public education issue". We think it is also important to say that we are not against private or independent schools. We are saying that public tax dollars should not be providing any funding to private and independent schools.

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.

Relates to Policy Statement 8.1.1P Private Education.



British Columbia
School Trustees
Association

9.3 EMERGENT PROVINCIAL CURRICULUM DEVELOPMENT, FUNDING AND IMPLEMENTATION

SUBMITTED BY: *SD63 (Saanich)*

BE IT RESOLVED:

That BCSTA urge the Ministry of Education to invest in the successful implementation of the new B.C. Ed. Plan by providing districts with additional funds earmarked for teacher and support staff professional development opportunities.

RATIONALE:

The Saanich Board of Education trustees believe this matter is emergent because of the timeline that the Ministry of Education has chosen to implement the new curriculum.

The Ministry of Education has put a lot of time and effort into ensuring that the new curriculum as represented in the B.C. Ed. plan reflects thorough professional partner input, consultation and best practice. In keeping with BCSTA policy 5.1.1P (Provincial Curriculum Development, Funding and Implementation), and as is true in effecting change in general, we believe that adequate opportunities for in-service and professional development for the staff in our schools is key in building understanding, capacity and skill. Boards in our province do not have the budget to provide sufficient funds necessary to support our staff in this endeavor.

Now that the implementation dates for the new B.C. Ed. Plan have been set, we think that the Ministry should demonstrate good faith and leadership by providing districts with additional funds for in-service and professional development to ensure smooth implementation.

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.

Relates to Policy Statement 5.1.1P Provincial Curriculum Development, Funding and Implementation.



British Columbia
School Trustees
Association

9.4 CHANGE IN THE EXECUTIVE COMPENSATION FREEZE REQUIREMENTS

SUBMITTED BY: *SD8 (Kootenay Lake)*

BE IT RESOLVED:

that BCSTA: (a) ask member boards to provide BCSTA with written statements outlining how implementing the recent changes to the exempt staff compensation freeze will impact each board's financial situation and staff morale; and, (b) submit a collective statement to the Minister of Education and the Minister of Finance outlining the impact that implementing the recent changes to the exempt staff compensation freeze will have on boards' finances and staff morale.

RATIONALE:

While we appreciate the opportunity to recognize our principals and vice-principals through increases in wages, we are concerned that the same opportunity is not provided with regard to other excluded staff. We are also concerned that funding appears not to be provided to fund the contemplated wage increases. The impact on districts, in the light of ever-increasing requirements for districts to fund provincial initiatives with existing resources, and the impact relative to building strong, cohesive teams, is significant.

The urgency of the motion resides in strengthening BCSTA's position with supporting information to further appeal to the Ministers of Finance and Education well before BCSTA's AGM in April 2016. Boards will shortly be in the position of approving increases for principals and vice-principals and other eligible employees. The change in executive compensation limitations does not contemplate additional funding from the Ministry, and districts will be in the position of adjusting preliminary budgets from now until the final submission of preliminary budgets in February. Furthermore, the potential for significant morale issues is magnified when one employee group receives increases and another equally deserving group does not.

REFERENCES:

- [BC School Trustees Association 2016 Budget Consultation Submission to the Select Standing Committee on Finance and Government Services](#)
- [BCPSEA's Exempt Staff Issues, June 29, 2015](#)
- [BCPSEA's Exempt Staff Issues, July 17, 2015](#)

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.



9.5 EXECUTIVE COMPENSATION

SUBMITTED BY: *SD45 (West Vancouver)*

BE IT RESOLVED:

that BCSTA request the Ministry of Finance and Public Sector Employers Council (PSEC) amend the current salary freeze on exempt staff compensation by allowing school districts to provide executive staff members with salary increases.

RATIONALE:

While the interim relief announced by government regarding exempt staff compensation does offer some limited relief for management positions in school districts, it excludes key positions in the organization – in particular assistant superintendents and secretary treasurers. These individuals are key to ensuring we have a successful public education system in our province and they should not be left behind in compensation simply because they are not part of a union. Their contribution during two recent periods of job action were essential and their dedication and hard work must be recognized.

This motion is emergent because it deals with issues that have emerged over the summer since the last AGM and are time sensitive given the issues are currently under discussion.

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.

REFERENCES

- [BC School Trustees Association 2016 Budget Consultation Submission to the Select Standing Committee on Finance and Government Services](#)
- [BCPSEA's Exempt Staff Issues, June 29, 2015](#)
- [BCPSEA's Exempt Staff Issues, July 17, 2015](#)



9.6 PRINCIPAL AND VICE-PRINCIPAL COMPENSATION

SUBMITTED BY: *SD 45 (West Vancouver)*

BE IT RESOLVED:

that BCSTA request the Ministry of Finance and Public Sector Employers' Council (PSEC) amend the current salary freeze on exempt staff compensation and support the transitioning of school and district vice-principals and principals to the grids recommended in the BCSPEA Exempt Staff Compensation Working Group (ESCWG) report.

RATIONALE:

While the interim relief announced by government pertaining to exempt staff compensation does offer some limited relief for management positions facing compression, it does not sufficiently address the larger and urgent issue of appropriate compensation for school and district administrators. While all unionized staff have seen modest salary increases through collective bargaining, management staff remain under a freeze. The interim relief is only available if compression can be demonstrated. The absence of any government funding increases also puts pressure on boards of education which may determine that they cannot afford to pay for an increase within existing district budgets. There is a significant possibility of many receiving little to no increases in their salaries. While we appreciate the financial limitations of government, it is critical that all of our exempt staff be recognized for their daily efforts in supporting and maintaining the public education system as well seeing us through two recent periods of difficult labour unrest. Their compensation should not be adversely affected simply because they are not part of a union.

This motion is emergent because it deals with issues that have emerged over the summer since the last AGM and are time sensitive given the issue is currently under discussion.

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.

REFERENCES

- [BC School Trustees Association 2016 Budget Consultation Submission to the Select Standing Committee on Finance and Government Services](#)
- [BCPSEA's Exempt Staff Issues, June 29, 2015](#)
- [BCPSEA's Exempt Staff Issues, July 17, 2015](#)



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

COMMITTEE OF THE WHOLE NOTES

Held on September 22, 2015 at 9:30 a.m.

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

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

STAFF/OTHERS: Patrick Bocking, Superintendent; Nicholas Weswick, Secretary-Treasurer; Erica Reimer, Recording Secretary

REGRETS: Trustee Dave Mewhort, Trustee Lori Dixon

The meeting was called to order at 9:34 a.m.

1. Strategic Plan Implementation

Superintendent Bocking shared the implementation plan created to support the 2015-2019 Strategic Plan. The implementation plan provides a timeline for the execution of goals that fit within the plan. Principals, district principals and senior administration all contributed to the numerous ideas and projects included in the implementation plan. Superintendent Bocking indicated that while the plan provides a solid framework to achieve the board's goals, the plan is a living document and will likely be adjusted during the course of the next four years.

Discussion on the progress of various aspects of the strategic plan will continue to take place at the committee level, with a summary provided to the board at their regular public meeting.

2. Board Communication Plan

Trustees reviewed the Board's Communication Plan and made several suggestions for additions. These include:

- Add to August "Other": Trustee/Audit Info Session
- The addition of the "Policy Committee" to the grid,
- Add to November "Policy Committee": Role of the Trustee, Role of the Chair, Role of Board Committee,
- Add to November "Board": Report from Ad Hoc Superintendent Evaluation Committee,
- Add to November "Other": BCSTA Academy
- Add to December "Board": BCPSEA AGM Motions,
- Add to January "Other": BCPSEA AGM,
- Add to February "Operations": Long Range Facilities Plan,
- Add to March "Other": South Coast Branch AGM
- Add to April "Board": BCSTA AGM Motions,
- Add to May "C.O.W": Regulation Review Update, and
- Add to June/July "Other": ACE-It Celebrations.

The meeting adjourned at 10:50 a.m.

Board Communication Plan 2015 – 2016

Updated: ~~September 18~~ September 22, 2015

	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY
BOARD		<ul style="list-style-type: none"> • DSLT/Trustee Dinner • Strat Plan Formal Adoption • Strat Plan Update: Communication • Financial Statement Approval • BCSTA Provincial Council Motions 	<ul style="list-style-type: none"> • Strat Plan Update: Vision. 1g Outdoor ed, 2d Parent comm, 2j sustainable practices • Student Trustee Appointment • Grad Survey Draw (?) • Select Standing Committee on Finance and Govt Services 	<ul style="list-style-type: none"> • Strat Plan Update: Mission, 1b Reading, 2b Reading teachers, 3a celebrate/Communicate • <u>Report from the Ad Hoc Superintendent Eval. Cmte</u> 	<ul style="list-style-type: none"> • Strat Plan Update: Inclusion 1i Technology, 2e Healthy staff. 3b Collaboration • Board elections • Superintendent Rpt on Achievement (?) • <u>BCSTA AGM & Provincial Council Motions</u> • <u>BCPSEA AGM Motions</u> 	<ul style="list-style-type: none"> • Strat Plan Update: Innovation 1a Early Learning, 2h Safe/Healthy Schools., 3b Collaborate • Committee Appointments
C.O.W.		<ul style="list-style-type: none"> • Strat. Plan: Implementation Plan • Communication Plan 	<ul style="list-style-type: none"> • Policy Review • We Envision SCRD Committee Update • Trustee Electoral Variance Review • Strat plan: Communication (standing item) 	<ul style="list-style-type: none"> • External Committees Report • Strat plan: Communication (standing item) 	<ul style="list-style-type: none"> • School Growth Plans • Strat plan: Communication (standing item) 	<ul style="list-style-type: none"> • Strat Plan review and direction setting for consultation • Policy Review • Strat plan: Communication (standing item)
ED. CTE		<ul style="list-style-type: none"> • Strat. Plan: Student Sustainable Practices & Outdoor Ed • Curriculum (Standing Item) • Parent Engagement (Standing Item) 	<ul style="list-style-type: none"> • Strat plan: 1B Reading, 2B Reading Teachers • MDI • Curriculum (Standing Item) • Parent Engagement (Standing Item) 	<ul style="list-style-type: none"> • Strat plan: 1i - technology • Tech Plan • Curriculum (Standing Item) • Parent Engagement (Standing Item) 	<ul style="list-style-type: none"> • Strat plan: 1a early learning • Curriculum (Standing Item) • Parent Engagement (Standing Item) 	<ul style="list-style-type: none"> • Strat plan: 1 d SEL • Curriculum (Standing Item) • Parent Engagement (Standing Item)
OPS. CTE		<ul style="list-style-type: none"> • Summer Work Review 	<ul style="list-style-type: none"> • Preliminary Budget Review 	<ul style="list-style-type: none"> • Strat plan: 2e Healthy staff • CNCP Submission Review (due January) • Annual Transportation Review 		<ul style="list-style-type: none"> • Joint-Use • Enrollment Projections • Amended Budget • Preliminary Budget Feedback
POLICY CTE				<ul style="list-style-type: none"> • <u>Role of Trustee</u> • <u>Role of Chair</u> • <u>Role of Board Committees</u> 		
OTHER	<ul style="list-style-type: none"> • <u>Report to Community</u> • <u>Trustee/Audit Info Session</u> 			<ul style="list-style-type: none"> • <u>BCSTA Academy</u> 		<ul style="list-style-type: none"> • <u>School Visits</u> • <u>BCPSEA AGM</u>
Consultations				<ul style="list-style-type: none"> • Preliminary Budget Consultations 		

	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
BOARD	<ul style="list-style-type: none"> Strat Plan Update: Collaboration 1d SEL, 2a Prof dev., 3D gov's visioning Amended Annual Budget Community Partnerships 	<ul style="list-style-type: none"> Strat Plan Update: Equity. 1c Math, 2f Ldrs, 3c Int'l students 	<ul style="list-style-type: none"> Strat Plan Update: Respect 1 E Mental/phys health, 2i facilities BCSTA AGM Motions Contract Review (closed) 	<ul style="list-style-type: none"> Strat Plan Update: Responsibility 1f Music, 1k Grad, 2g celebrations Grievances Report (closed) Supt. Eval. Report (closed) Budget Approval Annual Facilities Bylaw 	<ul style="list-style-type: none"> Strat Plan Update: 1H exper learning/inquiry, 1j indigenous learning, cultures, 3f SIB/Squamish Superintendent Contract Review (closed) Charitable Donations rept. 	
C.O.W.	Strat plan: Communication (standing item)	<ul style="list-style-type: none"> Strat plan: 2i facilities Appeals Bylaw Review Strat plan: Communication (standing item) 	<ul style="list-style-type: none"> Mind the Gap Strat plan: Communication (standing item) 	<ul style="list-style-type: none"> Strat plan: Communication (standing item) Regulation Review Update 	<ul style="list-style-type: none"> Board Evaluation External Committees Report Strat plan: Communication (standing item) 	<ul style="list-style-type: none"> Board Evaluation
ED. CTE	<ul style="list-style-type: none"> Strat plan: 1C Math Curriculum (Standing Item) Parent Engagement (Standing Item) 	<ul style="list-style-type: none"> Strat plan: 1e Mental and phys health, 3g Cap U, etc. Curriculum (Standing Item) Parent Engagement (Standing Item) 	<ul style="list-style-type: none"> Strat plan: 1F Music, 1k graduation Curriculum (Standing Item) Parent Engagement (Standing Item) 	<ul style="list-style-type: none"> Strat plan: 1j Indigenous & other cultures Curriculum (Standing Item) Parent Engagement (Standing Item) 	<ul style="list-style-type: none"> Curriculum (Standing Item) Parent Engagement (Standing Item) 	
OPS. CTE	<ul style="list-style-type: none"> Preliminary Budget Consideration Long Range Facilities Plan 	Budget – School Allocation Rates	<ul style="list-style-type: none"> Budget Summary AFG Plan 	<ul style="list-style-type: none"> Capital Plan Carbon Neutral Action Plan 	<ul style="list-style-type: none"> Emergency Preparedness Update Transportation Review Capital Plan Submission Update 	
POLICY CTE						
OTHER		<ul style="list-style-type: none"> Superintendent Evaluation Committee South Coast Branch AGM 	<ul style="list-style-type: none"> Student Forum Service Recognition 	<ul style="list-style-type: none"> South Coast Branch Meeting Bursary Tea 	<ul style="list-style-type: none"> Retirement Celebration Graduations ACE-IT Ceremonies 	
Consultations						



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

OPERATIONS COMMITTEE

Held on September 17, 2015 at 12:30 p.m.
At the School Board Office, Gibsons, B.C.

PRESENT: TRUSTEES: Dave Mewhort, Chair; Lori Pratt; Betty Baxter
STAFF/OTHERS: Nicholas Weswick, Secretary-Treasurer; Rob Collison,
Manager of Facilities and Transportation; Phil Luporini, Director of Technology
and Careers; Erica Reimer, Recording Secretary

REGRETS: Trustee Greg Russell

The meeting was called to order at 12:31 p.m.

1) Summer Work Review and Discussion

Rob Collison spoke to his written report highlighting the water savings from the switch to waterless urinals, completion of the Roberts Creek Elementary renovations, asbestos abatement at select sites and topsoil dressing on school fields.

2) Minor Capital Project Applications – Review and Discussion

Rob Collison reported that district has submitted a Minor Capital Project application to the ministry. Minor Capital funding is provided for select projects over \$100,000 and must have substantial completion by March 31st of the following year. An application was submitted for:

- Direct digital control upgrades at all sites
- Boiler plant replacement at Madeira Park Elementary
- Boiler replacement at Halfmoon Bay Elementary
- Various roofing projects

The committee requested clarification of items and discussed the application in general.

3) District of Sechelt Referral – Spani Developments OCP and Zoning Amendment

The committee reviewed an OCP and zoning amendment referral provided by the District of Sechelt for the property neighboring Chatelech Secondary School. The committee noted the following concerns:

- Overall height of the proposed building will impact the ocean view from the property, thereby impacting the value of the property should all or part be deemed disposable in the future.
- Duration of construction and safety concerns with several schools and early learning programs in the area (CSF, StrongStart, Chatelech Secondary, Sechelt Learning Centre, Alternative School)
- Preference given to building heights closer to those in the OCP
- Proposed height of building could impact microwave link to hospital, which provides internet service to Chatelech Secondary School.

4) Regulation 3350 (Disposal of Surplus Property) Amendment

Secretary-Treasurer Weswick reported that amendments to the regulation are required in order to better align with ministerial processes and regulations. The committee discussed the amendments to the regulation and suggested a definition of property be included in the regulation and that the term “property” then be used consistently throughout the regulation. Secretary-Treasurer Weswick agreed to make adjustments and bring to the board meeting to begin the circulation cycle.

5) Safe Stop Program Correspondence

The committee discussed a request to support the Safe Stop program, introduced by School District No. 60, to highlight the legal requirement of motorist to stop when school bus lights are flashing red. A report was read from Trustee Younghusband, as the request had recently been discussed at an SCRD Policing Committee. The following feedback was provided from that meeting:

- current fines are too low,
- fines should be advertised on school buses,
- motion will be brought forward to UBCM,
- Alberta use surveillance on buses,
- bus drivers need to record license plates in order to report.

The committee discussed the feedback from the Policing Committee, shared personal histories and anecdotal reports of incidents on the Sunshine Coast.

Recommendation:

“THAT the board endorse the SafeStop program and share for support higher fines, advertising on buses and the use of surveillance. Correspondence to be copied to ThirdWave and MLA Nicholas Simons.”

The meeting adjourned at 1:35 p.m.

Next Meeting: Thursday, October 17, 2015 from 12:30 to 2:00 pm at the School Board Office.



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

**EDUCATION COMMITTEE NOTES
Held on September 16, 2015 at 1:00 pm
At the School Board Office, Gibsons, B.C.**

PRESENT: TRUSTEES: Christine Younghusband, Chair; Betty Baxter; Lori Pratt
STAFF/OTHERS: Patrick Bocking, Superintendent; Greg Kitchen, Assistant Superintendent; Carolyn Spence, Principal; Lenora Joe, Director of Education, Sechelt Nation; David Barnum, District Co-ordinator; Erica Reimer, Recording Secretary

REGRETS: Trustee Lori Dixon, Trustee Pammila Ruth

The meeting was called to order at 1:10 p.m.

1) Strategic Plan 2015-2019

Superintendent Bocking distributed copies of the printed version of the new Strategic Plan. The unique printed format of the strategic plan is meant to reflect the innovations presented within. The Implementation Plan, which creates a framework to achieve the goals of the Strategic Plan, will be discussed at the Committee of the Whole meeting in September.

2) Student Sustainable Practices and Outdoor Education

Strategic Plan Goal: “Our students will: g) experience, respect and enhance the natural world by actively participating in sustainable practices and outdoor education.”

Superintendent Bocking provided an update on the NEST program at Davis Bay Elementary, reporting that the program runs to grade 4 and consists of three divisions. He further emphasized that natural learning opportunities are being highlighted at all district schools through the use of outdoor classrooms, school gardens and experiential learning opportunities. Halfmoon Bay Elementary and West Sechelt Elementary are in the planning stages of developing outdoor classrooms similar to that at Madeira Park Elementary.

3) Accountability Framework

Superintendent Bocking shared information provided by the Ministry of Education to the BCSSA Conference in August regarding planned changes to the accountability framework for enhancing student learning. The framework is being developed in consultation with school districts and several organizations including, BCSSA, CUPE, BCTF, BCSTA, BCCPAC and others. It was announced at that time that the framework would be available by September however there has been no further announcement regarding its development at the time of this report. The timeline put forth by the Ministry indicates that districts will be developing their reporting processes and timelines to support the framework by early spring 2016.

4) Curriculum (standing item)

District Curriculum Co-ordinator, David Barnum, provided an update on the implementation of and support for the new curriculum. The new K-9 curriculum is ready for use with full implementation expected by September 2016. All documents are available

online, including learning outcomes by subject and grade levels. The new curriculum for grades 10-12 will be ready for implementation the following year by September 2017. District teachers will be supported in the transition to the new curriculum with 4 half-day in-service workshops.

An update was provided on the new provincial student assessment tool, being referred to as the new FSA, which is to be developed in October 2015 with an implementation date of September 2017. An Advisory Group for Provincial Assessment is tasked with redesigning the assessment tool in a way that will minimize the negative use of the data collected.

New reporting guidelines are being developed with an implementation date of September 2016 for K-9 and September 2017 for 10-12 students. Discussions are taking place with post-secondary institutions to determine their reporting requirements.

5) Inspirational Achievement Award

Trustee Pratt provided a history of the board initiated Inspirational Achievement Award, known as Frances Fleming Award for the past five years. The committee discussed a variety of ways in which the achievement award process could be revamped, including:

- emphasizing reconciliation, innovation, momentum and culture to celebrate successes,
- celebrating excellence and innovations, as highlighted in the strategic plan,
- using the board values as criteria for the award,
- creating a series of inspirational spotlights,
- celebrating teamwork rather than individual achievements,
- hosting regular group functions with food, ceremony and inspiring conversation, and
- using the current “Celebrate Education” presentation and EduCoaster to celebrate ideas and achievements.

The committee also discussed the drawbacks of an “employee of the month” type of achievement award.

6) Parent Engagement (standing item)

The first DPAC meeting of the school year is scheduled for Thursday, September 24 at Chatelech Secondary. DPAC meetings will be scheduled at each of the secondary schools over the course of the year so as to invite participation from parents across the coast.

The committee discussed parent engagement, the parent voice in school planning, and how best to support parents so that they can be engaged with their children.

The meeting adjourned at 2:30 p.m.

Next Meeting: October 28th from 1:00 to 2:30 pm at the School Board Office.

Upcoming agenda item:

- Inspirational Achievement



September 28, 2015

Ref: 184229

Dear Superintendents and Board Chairs:

Today, the Honourable Mike Bernier, Minister of Education and Jim Iker, President of the BC Teachers' Federation announced a three year support plan to help teachers deliver the curriculum efficiently and effectively in their classrooms. All education partner groups were on hand today to show their support.

Highlights of the support plan include \$1 million to fund targeted training this school year. The funding will be used to support training for 2,000 teachers across the province on the new curriculum, and provide for additional professional inservice for teachers.

The full news release and background information can be viewed at <https://news.gov.bc.ca/ministries/education>.

A significant aspect of this announcement is that teachers will be provided time to be trained on and to collaborate with their colleagues regarding the new curriculum. It is a re-allotment of the instructional hours in the year to allow teachers this time to collaborate on the curriculum changes.

Ten new hours of non-instructional time are being designated for teachers this year so that they can become familiar with the new curriculum. How this time is spread throughout the school year will be decided by local school districts and teacher associations through agreement between the superintendent and local president.

As leaders in your district and your schools, we will be providing you with more specific details in the days to come. We ask for your continued support and leadership through the upcoming implemented changes, as you share this information with your Boards, teachers, and parents.

In the days ahead, we encourage you to begin to think about those individuals in your districts who would support the teachers in the local learning sessions. All teachers will be selected by the BCTF local, similar to the curriculum design.

Through local learning sessions, a group of teachers will be brought together at the district level for a provincial overview of the new curriculum. These groups will spend a full day working directly with the new curriculum and, working with the district administration, will design how the collaboration time (10 hours) will be structured in their specific district. These teachers will

return to their schools prepared to help their colleagues work with the curriculum. Travel support will be given to rural districts to support teachers that need to incur expenses to attend the local learning sessions.

The Ministry is partnering with the BCTF to create a provincial framework to be used by teachers and school districts to help guide their work designing the 10 hours of non-instructional time in their districts.

The plan announced today also includes webinars, videos and other support materials so teachers can learn about the changes that have occurred in the provincial curriculum.

We are confident that these supports, developed by working collaboratively with the BCTF and its members, are solid investments in teachers that will result in great success. We will be providing you with further updates including funding allocation information very soon.

Sincerely,



Dave Byng
Deputy Minister

pc: Principals and Vice-Principals

Attachment: Curriculum Support Plan

Curriculum Support Plan

Year 1: \$1M for targeted training and 10 new hours of non-instructional time dedicated to curriculum implementation.

Targeted Training: 2000 teachers trained will be trained via Local Learning sessions. A group of teachers will be brought together at the district level for a provincial overview and will spend a full day working directly with the new curriculum and design how the collaboration time (10 hours) could best be structured in their district. These teachers will return to their schools prepared to help their colleagues phase in the curriculum.

10 hours of non-instructional time for all teachers this school year to become familiar with the new curriculum. How the time is spread throughout the school year will be decided by local school districts and teacher associations based on a provincial framework.

Provincial Framework: a provincial framework to be used by teachers and school districts to guide their work designing the 10 hours non-instructional time. This provincial framework will be co-created between the Ministry and the BCTF.

Provincial Supports: provincial webinar, instructional videos, printed brochures, planning guides and PowerPoint materials.

YEAR 2: 5 new hours of non-instructional time dedicated to curriculum implementation plus government's designated pro-d day.

YEAR 3: 5 new hours of non-instructional time dedicated to curriculum implementation plus government's designated pro-d day.

Questions and Answers

What does 10 hours of non-instructional time mean? Does this mean teachers will get two more professional development days and more time away from the classroom?

In this first year, teachers will have 10 non-instruction hours to be trained on the new curriculum and collaborate with their colleagues about how best to bring it to life for students in the classroom. It is a re-allotment of the instructional hours in the year to allow teachers this time to collaborate on the curriculum changes. Superintendents will work with their local union president to determine how those hours will be used in their district ie full day, 4 part days, etc.

Will school calendars need to be adjusted?

Yes, this is a re-allotment of the instructional hours in the year to allow teachers this time to collaborate on the curriculum changes. Boards will need to post their new calendar for their community, as soon as they have collaboratively planned the new schedule.

While the plan covers the next 3 years, what happens after that with this non-instructional time?

These hours are dedicated over the next three years specifically for teacher collaboration time related to the curriculum which will be fully implemented over the next three years.

How will this collaboration time for teachers benefit students?

Investing now in our teachers will translate directly to improving student learning sooner. Students will see real benefits in the classroom as teachers become familiar with the new curriculum.

Where is the \$1 million dollars for these sessions coming from?

Government is investing in teachers. The training dollars are coming from the Ministry of Education.

How will the money be spent?

The dollars will be used to support training for 2,000 teachers across the province on the new curriculum so that they can work further with teachers in their local districts. The money will cover release time and partly cover teacher travel expenses in our 44 rural districts.

How do we know for sure if the K-12 curriculum will be in place by 2017/18?

We are working towards 2016/17 as the implementation date for K-9 curriculum and 2017/18 as the implementation date for Grades 10-12. It is an aggressive timeline but we are confident with the help of all of our education partners, especially our teachers, we will reach this timeline. All is on track at this point in time.

What about additional support and resources?

There will be learning sessions at the provincial and local levels, webinars, videos and district-level teams in place so teachers can learn first-hand what is working in the classroom. There will also be instructional videos, brochures, PowerPoints, a planning guide and teacher instructional examples developed by the curriculum teams.

How are the 2,000 teachers selected?

Districts will work with their local union president to select teachers who will be first brought together to work with the provincial framework. These teachers will form a district network to support implementation in their district. Districts will determine the numbers of teachers based on the funding allocation they receive.

How are the 2,000 teachers being trained?

A provincial framework will guide the day these teachers will come together. They will use the provincial framework to design the 10 hours of dedicated non-instructional time. The learning sessions will in part involve a provincial webinar about the new curriculum. More details will be forthcoming about the process.

When will funding be available?

It is expected funding will be transferred to districts in October, 2015. More details will be forthcoming.

Are these 2,000 teachers out of their classroom more?

Yes, these teachers will be out of their classroom for one day of training. The funding being sent to districts from the province is intended to cover TOC costs.

What will the financial supports cover?

TOC costs will be covered for the 2,000 teachers including some travel in rural districts for teachers to attend their local learning sessions.

When will the learning sessions occur?

It is expected the learning sessions will occur as soon as possible. The provincial framework is being created now with the hope of providing the learning sessions in November/December, 2015.

When will the Provincial Framework be available?

The Provincial Framework is being worked on now as we hope to have it available in a couple of weeks.