



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

Held on Wednesday, October 12, 2016  
At the School Board Office, Gibsons, B.C.

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

REGRETS: Trustee L. Dixon

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#11. 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.

#12. Swearing-in of Student Trustee

Secretary-Treasurer Weswick facilitated the swearing-in of Pender Harbour Secondary student, Maribeth Haines, to the Board of Education of School District No. 46 (Sunshine Coast). Chair Baxter presented Student Trustee Haines with a school district jacket to celebrate the occasion.

#13. Public Question Period

- There were no questions.

#14. Adoption of the Agenda

**MOTION:** Pratt/Mewhort

"THAT the agenda of October 12, 2016 be adopted."

Carried.

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

**MOTION:** Mewhort/Pratt

"THAT the minutes of the Regular Meeting of September 14, 2016 and the Record of the Closed Meeting of September 21, 2016 be adopted."

Carried.

#16. Reports

a. Executive Reports

i. Strategic Plan Update:

1. Goal 1.g. – Student Sustainable Practices and Outdoor Education

Superintendent Bocking spoke to his written report, highlighting:

- Walking field trip permission form for local excursions is in use at all schools,
- Schools are focusing on recycling, “Garbology” and some schools have implemented litter-less lunches,
- Mentorship and support is available for teachers to ensure they have the practical strategies to support environmental education,
- Education Committee is developing an “Atlas of Learning” – an electronic online resource that maps local areas with environmental interest and provides ties to the new curriculum.
- Facilities department is actively promoting environmental initiatives at schools. Some schools are developing natural playgrounds.

2. Goal 2.d. – Parent Communication

Superintendent Bocking reported that a number of schools are involved in an innovation grant project to research the difference FreshGrade makes in student performance, parent communication and reporting. Revised report cards will be reviewed at the October Education Committee and at the board table at the November meeting.

Director White shared information on an upcoming mental health panel sponsored by DPAC.

Director Bishop reported that the district had recently hired a careers coordinator.

ii. Superintendent’s Report

Superintendent Bocking spoke to his written report.

1. Administrative Regulations in Circulation (until December 2, 2016):

a. Regulation 2840 – Student Reporting

The revised regulation was reviewed at the September Education Committee meeting. The regulation reflects changes to the ministry’s reporting order and provides teachers with two reporting options.

b. Regulation 6700 – Physical Restraint and Seclusion of Students

The revised regulation was also reviewed at the September Education Committee meeting. The ministry requested that districts review their policies to come in line with best practices. The changes to the regulation reflect those practices.

2. Administrative Regulations to be Repealed

The following regulations were repealed:

- a. Regulation 3150 – Building Project
- b. Regulation 3180 – Computer Room Bookings
- c. Regulation 3370 – Elections
- d. Regulation 3390 – Furnishings
- e. Regulation 3650 – School Equipment and Supplies

iii. Secretary-Treasurer's Report

1. Enrollment Report

Secretary-Treasurer Weswick reported that early 1701 enrollment report data shows an increase of 24 FTE from last year. The preliminary budget estimate was for an additional 35 FTE. The district has seen a decrease in the number of level 2 special needs enrollment (207 FTE from 231 FTE in 2015/16) and a small increase in the number of level 3 special needs (202 FTE from 183 FTE in 2015/16). Additionally, the district has seen increases in the number of students that identify as aboriginal, from 555 FTE in 2015/16 to 578 FTE in 2106/17.

iv. Information Items:

1. Larger Cheques Written in the Month of September 2016

The report was submitted as written.

b. Board/Committee Reports

The report submitted as written. Chair Baxter shared that the *Partners in Learning* event was taking place on November 3<sup>rd</sup>.

1. Select Standing Committee on Finance and Government Services

The submission was discussed at the September Committee of the Whole. Feedback from that meeting went into the 2017 submission that was included in the meeting package.

2. BCSTA Report

Trustee Mewhort reported that BCSTA Provincial Council would be taking place in October.

3. BCPSEA Report

Trustee Younghusband shared that she had been involved in a conference call to provide input to the BCPSEA advisory committee and would be attending the upcoming BCPSEA Symposium.

4. Student Trustee Report

Student Trustee Haines reported that the DSLT is working on building community between the district's high schools.

ii. Committee of the Whole – September 27, 2016

The notes were submitted as written.

iii. Policy Committee Notes – September 27, 2016

Trustee Pratt spoke to recommendations included in the meeting notes.

**MOTION:** Pratt/Younghusband

"That the Board approve the new Conflict of Interest Policy as attached."

Carried.

**MOTION:** Pratt/Russell

"That the revised Appeals Bylaw (70) be read for a first time."

Carried.

**MOTION:** Pratt/Russell

"That the revised Appeals Bylaw (70) be read for a second time."

Carried.

Trustees agreed unanimously to proceed to a third reading.

**MOTION:** Pratt/Russell

"That the revised Appeals Bylaw (70) be read for a third time, passed and adopted."

Carried.

**MOTION:** Mewhort/Russell

"That the board replaces the existing policy with a statement that reads: *"Whenever possible, the Board of Education of School District No. 46 (Sunshine Coast) will solicit bids from local vendors."*

Opposed: Baxter,  
Younghusband

Carried.

iv. Operations Committee – September 22, 2016

The notes were submitted as written.

v. Education Committee Notes – September 28, 2016

The notes were submitted as written.

**MOTION:** Mewhort/Pratt

“TO receive the reports.”

Carried.

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

- A concern was raised regarding the repealed regulation on furnishings.
- A question was raised as to which schools were using FreshGrade. Superintendent Bocking reported that the schools were Langdale Elementary, West Sechelt Elementary, Roberts Creek Elementary and Elphinstone Secondary.
- Clarification was sought regarding schools that have moved to litter-less lunches. Superintendent Bocking clarified that West Sechelt Elementary had made the move to garbage free lunches.

#18. Next Meeting

The next public board meeting will be held on November 9, 2016.

Chair Baxter reported that there is a scheduling conflict for the October Education Committee and indicated that the meeting had been rescheduled to Monday, October 24 at 3:30 pm.

**MOTION:** Ruth/Pratt

“TO approve the committee agendas as presented, with revisions to the date for Education Committee meeting”

Carried.

#19. Adjournment

**MOTION:** Youngusband/Pratt

The meeting adjourned at 8:16 p.m.

Carried.



Chair



Secretary-Treasurer