

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)**

February 10, 2015

PRESENT:	Mr. R. Johnstone	Chair	Agassiz-Harrison
	Ms. C. Ferguson	Trustee	Agassiz-Harrison
	Ms. R. Tustian	Trustee	Agassiz-Harrison
	Mr. T. Hendrickson	Trustee	Canyon
	Mr. J. Koopman	Trustee	Hope
	Ms. L. Kerr	Trustee	Hope
	Mrs. H. Stewin	Trustee	Hope
	Dr. K. Nelson	Superintendent of Schools	
	Mrs. N. Lowe-Zucchet	Secretary-Treasurer	
	Mr. K. Bird	Assistant Superintendent	
	Mrs. T. McLaren	Executive Secretary	

A. CALL TO ORDER

The meeting was called to order by the Chair in the library at Harrison Hot Springs Elementary School, Harrison Hot Springs, B.C., at 7:02 p.m. on Tuesday, February 10, 2015. The Chair opened by acknowledging that the meeting is being held on the traditional territory of the Sto:lo people.

1. Approval of Agenda

Addition:

- i) Draft SD 78 letter to BCSTA re: Co-Governance Memorandum of Understanding, added to the agenda under Correspondence, item I.2.

Hendrickson/Kerr

THAT the agenda for the February 10, 2015 Regular Meeting of the Board of Education for School District No. 78 (Fraser-Cascade) be approved, as amended.

029/15-02-10
Approval of
Agenda

CARRIED UNANIMOUSLY

2. Approval of Regular Minutes and In-Camera Summary

Correction:

The In-Camera Summary was corrected to reflect that Trustee Tustian had removed herself from the meeting when Information Item F.2, Board Communication, was introduced for discussion.

Tustian/Stewin

THAT the minutes of the regular meeting of January 20, 2015 be approved as presented, AND THAT the in-camera summary be approved, as amended.

030/15-02-10
Approval of
Regular Minutes
and In-camera
Summary

CARRIED UNANIMOUSLY

B. EDUCATIONAL HIGHLIGHTS

1. Harrison Hot Springs Elementary School

Principal Mark Classen presented educational highlights around the school's Growth Plan, noting that they have modified the plan so that they now use it to introduce parents to the school. Principal Classen highlighted the following school programs and innovative practices, providing a bit of an overview on each:

- annual whole-school theatre performances where every class presents a school play
- Choices Program where students get to choose for themselves one of many options of learning activities they would like to try
- "Food for Thought" cooking program which is delivered by a volunteer parent
- new school greenhouse and bringing greenhouse gardening, along with worm composting, into the classroom. The school greenhouse is used by all classes as well as the cooking program.
- Learning in Depth: long-term student expert research where students will study their assigned topic throughout their entire elementary and secondary school education becoming an expert on the subject.

The Board thanked Principal Classen for his presentation and for hosting the board meeting.

C. PUBLIC DELEGATIONS

Nil

D. TRUSTEE REPORTS

- **Trustee Kerr** reported on the following:
 - C.E. Barry library relocation to Coquihalla Elementary School
 - Coquihalla morning reading program and school choir
 - Pro D Committee meeting
 - In-house Trustee Orientation session with Mr. Eli Mina
 - BCPSEA's New Trustees Orientation session
 - K-9 Curriculum in-service
 - FCTA Labour Enhancement meeting
 - Policy Development Committee meeting
 - DPAC meeting
 - Trades/Technology and Graduation Program in-service
 - Personnel Relations Committee meeting
 - Committee of the Whole meeting (Feb. 7) to review the Strategic Plan. (An ad-hoc committee was struck to update the Plan)
- **Trustee Ferguson** reported on the following:
 - Harrison Elementary School PAC meeting
- **Trustee Stewin** reported on the following:
 - Pro D Committee meeting
 - In-house Trustee Orientation session with Eli Mina
 - BCPSEA's New Trustee Orientation session and Annual General Meeting
 - Curriculum in-service
 - Trades/Technology and Graduation Program in-service
 - Committee of the Whole Meeting
- **Trustee Tustian** reported on the following:
 - (In-house) Trustee Orientation session
 - Kent Elementary School PAC
 - Committee of the Whole Meeting
 - BCSTA/BCPSEA Conference Call
- **Trustee Koopman** reported on the following:
 - (In-house) Trustee Orientation session
 - Committee of the Whole Meeting
 - Trades/Technology and Graduation Program in-service

- **Trustee Hendrickson** reported on the following:
 - (In-house) Trustee Orientation session
 - Committee of the Whole Meeting
 - Curriculum in-service

- **Chair Johnstone** reported on the following:
 - District Technology Committee meeting
 - (In-house) Trustee Orientation session
 - BCSTA Bargaining Conference Call
 - Curriculum in-service
 - Committee of the Whole meeting
 - Installation Ceremony of UFV Chancellor, Dr. Gwen Point

E. REMARKS

1. Superintendent

(a) NITEP (Indigenous Teacher Education Program) Update

The Superintendent thanked the board and DPAC for providing letters of support to accompany the expression of interest joint proposal for the establishment of a local NITEP Field Centre. Letters of support have also been received from the AEC, UFV, SD #33, Seabird Island Band/Community School, and Sts'ailes Band/Community School.

The Superintendent provided a copy of the expression of interest submission outlining the group's responses to the criteria for establishing a local field centre, and how those requirements will be met. The Superintendent advised that if accepted, the next step will be to complete a more detailed proposal.

(b) Fraser-Cascade Literacy Task Initiative (FCLTI)

The Superintendent circulated the agenda from the FCLTI literacy meeting held on January 19th and reported on the highlights of discussions regarding fundraising for the Family Literacy Initiatives Program, and Story Time in the Park. The FCLTI intends to scale back on the Story Time in the Park program for this year, and will run it on a bigger scale every other year.

(c) Pink Shirt Day, Wednesday, February 25, 2015

The Superintendent reminded trustees that February 25th is Pink Shirt Day, and encouraged everyone to wear something pink that day to raise awareness and to show that we are all working together to prevent bullying.

2. Secretary-Treasurer

(a) Student Enrolment Projections

The Secretary-Treasurer presented information on student enrolment projections comparing the district's estimated enrolment with the Ministry's estimates for the next three years. The Ministry's projections show a slight increasing trend. Student enrolment projections are the basis for the budget process for the year.

(b) Cariboo Trailer Park Bus Stop

The Secretary-Treasurer reported on a concern raised during the public portion of the last board meeting respecting safety of students getting on and off the bus at the Cariboo Trailer Park bus stop, and having to cross three lanes of the Trans Canada Highway in order to do so. Trustees questioned whether there could be some type of illuminated, flashing signage installed near the approaches to the trailer park to alert motorists of the bus stop ahead, perhaps one that could be remotely activated by the bus driver.

Ideas regarding signage and alternative bus stop locations to ensure student safety were discussed. Staff was asked to make inquiries with highways regarding remote control signage, and to discuss this with the bus drivers to get their feedback.

Hendrickson/Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) direct staff to look into remotely activated signage, and alternate bus stop locations for students being picked up and dropped off at the Cariboo Trailer Park, so they do not have to cross the Trans Canada Highway.

031/15-02-10
Motion directing staff to look into remote activated highway signage

CARRIED UNANIMOUSLY

The Secretary-Treasurer will also raise this at the next Operations and Facilities Committee meeting.

3. Assistant Superintendent(a) Enrolment Audit

The Assistant Superintendent reported on the Ministry of Education's audit of the K-12 enrolment data reported by the district for HSS, ACE and TREC. The purpose of these types of audits is to provide assurance that ministry directives and policies are being followed.

The Assistant Superintendent advised the board that through this audit process, the district lost funding for 7.5 (FTE) students. 2 students were lost due to attendance issues and the rest due to a technicality on how the adult students were being claimed for funding. The district is hoping to reclaim the lost funding for those students through an appeal process.

The board acknowledged the added staff time that went into preparing for the audit. The Board Chair will send a note of appreciation to the principals and management team involved.

F. INFORMATION1. BCPSEA New Trustee Orientation

Trustee Kerr reported on her attendance at BCPSEA's New Trustee Orientation session held on January 29th in Richmond and explained a little bit about the association, its mandate and responsibilities in labour relations and human resource management, and its services to school districts. Trustee Kerr noted that the next round of collective agreement negotiations is scheduled to commence in 2018.

2. BCPSEA AGM

Trustee Ferguson, the Board's appointed Alternate BCPSEA Trustee Representative, reported on her attendance at the BCPSEA Annual General Meeting held January 30th in Richmond.

Trustee Ferguson commented on the outcome of the vote on the one resolution that was submitted to the AGM calling for the reinstatement of the BCPSEA Board of Directors, and an amendment that was introduced respecting BCSTA's proposed bargaining structure model. In the end BCPSEA members passed a motion to write a letter to the Lieutenant Governor in Council requesting the reinstatement of the BCPSEA Board of Directors, as an interim measure, and requesting that discussions commence with government and BCSTA for the formation of the new bargaining structure model as recommended by the BCSTA Bargaining Structure Task Force.

Trustee Ferguson further reported on the working sessions and plenary sessions she attended as part of the AGM.

3. BCSTA Provincial Council

Trustee Tustian, the Board's newly appointed BCSTA Provincial Council representative, spoke about the upcoming Provincial Council meeting, February 20th and 21st in Vancouver, and advised the board of the one emergent motion that has been submitted. Trustee Tustian clarified that only those motions that cannot wait until the AGM are the ones that are voted on at Provincial Council. Trustee Tustian read out loud the resolution that was submitted that calls for an increase in funding for educational programs.

Trustee Tustian added that since past BCSTA Director Korky Neufeld did not run in the 2014 school trustee elections, his position as a director is vacant. Per BCSTA bylaws, a by-election will be held to fill the vacancy until the next Annual General Meeting, coming up in April.

4. BCSTA Bargaining Conference Calls Summary Report

Trustee Ferguson commented on BCSTA's regional conference calls to discuss the 2014 bargaining process. A summary of the comments from each of the regional calls with BCSTA member branches was included in the agenda package for the board's information.

5. Technology Committee Report

The Assistant Superintendent provided a verbal report on the Technology Committee meeting held on January 21st highlighting the following:

Exchange E-mail:

The servers are now in and the IT Department is current working with SD 33 tech support to set up the new system.

Open Internet Access Content Filtering:

Currently PLNet does this for school districts; however, with the installation of the new NGN system, government has indicated they will discontinue providing this content filtering.

MyEducationBC:

There is ongoing planning for implementation and rollout in September. A schedule for staff training has not yet been set.

6. Trustee Orientation

The Chair reported on the in-house trustee orientation session with Mr. Eli Mina on January 23rd, and the Committee of the Whole Meeting that was held on February 7th to review the Board Strategic Plan. The Chair asked trustees to provide some feedback on how they felt the sessions went. Round table comments followed.

G. UNFINISHED BUSINESS

1. Amended Annual Budget Bylaw 2014-2015 3rd Reading

Tustian/Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve third reading of the Amended Annual Budget Bylaw showing revenue and expenditures totalling \$21,641,209.00 as the Amended Annual Budget for the 2014-2015 fiscal year, as presented.

032/15-02-10
Amended
Annual Budget
Bylaw – 3rd
Reading

CARRIED UNANIMOUSLY

2. Revised Bylaw #15 – Board Committees 2nd Reading

The Board reviewed draft revised Bylaw #15 as presented. A couple of housekeeping items were noted for correction.

Johnstone/Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve second reading of draft revised Bylaw #15 – *Board Committees*, as presented.

Under article 3(a) – Other Committees, it was commented that where the proposed revision states “...the Personnel Relations Committee shall be comprised of the Board Chair and the board’s appointed BCPSEA Representative and alternate...”, if there is a time where the Board Chair may have a conflict then this arrangement would not work. For that reason it was suggested to take out Board Chair and have it read one other trustee instead.

Amendment

Tustian/Stewin

THAT the Board of Education for School District No. 78 (Fraser-Cascade) change article 3(a) of draft revised Bylaw #15 to delete “Board Chair” and add “one other trustee”.

033/15-02-10
Amendment:
Draft revised
Bylaw #15 –
Board
Committees

CARRIED UNANIMOUSLY

Johnstone/Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve second reading of draft revised Bylaw #15 – *Board Committees*, as amended.

034/15-02-10
Draft revised
Bylaw #15 – 2nd
Reading

CARRIED UNANIMOUSLY

3. Draft Revised Policies – 3rd Reading**Johnstone/Kerr**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve third reading of the following draft revised policies, as presented:

- Draft Revised Policy #6255 – *Recognition of Long Service*
- Draft Revised Policy #6540 – *Absenteeism: Reporting by Staff*
- Draft Revised Policy #6542 – *Teachers Teaching on Call – Travel*
- Draft Revised Policy #6600 – *Annual Medical Certificate*
- Draft Revised Policy #6610 – *Non-Teaching Professional Development*
- Draft Revised Policy #6710 – *Reporting Employee Accidents*
- Draft (new) Policy #6215 – *Respectful Workplace*

035/15-02-10
Motion
approving 3rd
reading of draft
revised policies
(bundle)

CARRIED UNANIMOUSLY

Draft Revised Policy #6750 – Natural Justice – 3rd Reading

Board discussion related to whether Policy #6750 includes trustees. As the board currently has Trustee Code of Ethics Policy #1080, it was suggested that the Natural Justice Policy be amended to reference the Trustee Code of Ethics and include a hyperlink.

Johnstone/Tustian

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 3rd reading of draft revised Policy #6750 – *Natural Justice*, as amended to add: Article 4 - "Trustees shall conduct themselves in accordance with Trustee Code of Ethics Policy #1080."

036/15-02-10
Motion
approving 3rd
reading of draft
revised Policy
#6750 – *Natural
Justice*

CARRIED UNANIMOUSLY

H. NEW BUSINESS1. Corporate Wellness

Trustee Ferguson made a presentation regarding corporate wellness programs and ideas around health and fitness activities for staff. Trustee Ferguson encouraged the board to look at opportunities now to promote health and wellness, and reduce sick leave costs, rather than wait for this to come down from the ministry through the shared services project. Discussion ensued on ideas to promote this. The Superintendent will raise this at the next principals' meeting to gather some feedback.

2. Budget Advisory Committee Report**Tustian/Hendrickson**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) receive for information the report from the Budget Advisory Committee meeting held on January 19, 2015, as presented.

037/15-02-10
Motion to receive
Budget Advisory
Committee
Report

CARRIED UNANIMOUSLY

3. Education Committee Report

Trustee Kerr provided an overview of the Education Committee meeting held on January 27th noting the presentation by Mr. Duncan Stewart, Research Associate with the McCreary Centre Society, on the findings from the 2013 BC Adolescent Health Survey - Fraser East region.

Kerr/Tustian

THAT the Board of Education for School District No. 78 (Fraser-Cascade) receive for information the report from the Education Committee meeting held on January 27, 2015, as presented.

038/15-02-10
Motion to receive
Education
Committee
Report

CARRIED UNANIMOUSLY

4. AEC Report

Trustee Johnstone provided an overview of the AEC meeting held on January 14th highlighting in particular the discussions around Grade 12 graduation and ensuring that parents and students understand the difference between Evergreen and Dogwood certificates.

Johnstone/Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) receive for information the report from the Aboriginal Education Council meeting held on January 14, 2015, as presented.

039/15-02-10
Motion to receive
AEC Report

CARRIED UNANIMOUSLY

5. AESS Activity Day

The Superintendent circulated information on Agassiz Elementary-Secondary School's proposed *Activity Day*, Friday, March 6, 2015. Activities include:

- Academic catch-up
- Extreme Air Park/Trampolines (Langley)
- Rock Climbing (Abbotsford)
- Castle Fun Park (Abbotsford)
- Manning Park ski/snowboarding
- Fly Over Canada flight simulation attraction and China Town/Gas Town Tour

Tustian/Stewin

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the curricular and extra-curricular activities proposed in Agassiz Elementary-Secondary School's "*Activity Day*", being held on Friday, March 6, 2015, as presented.

040/15-02-10
Motion of
approval for
AESS Activity
Day

CARRIED UNANIMOUSLY

6. Career and Skills Training Pilot Project

The Superintendent advised the board of an opportunity for the district to take part in a trades pilot project to strengthen opportunities for 21st century skills and career training programs for students. The district would first establish a team that would work with an advisor to assess current practices, and then develop a strategic plan to move forward. The team would consist of one or two trustees, the Superintendent, the Assistant Superintendent, and two or three school principals. Trustee Koopman and Trustee Kerr stepped forward to be on this team.

Kerr/Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) support the implementation of a Career and Skills Training Pilot Project in order to establish a strategic plan for initiating enhanced programming for students, as presented.

041/15-02-10
Motion of
support for
Career and Skills
Training Pilot
Project

CARRIED UNANIMOUSLY

7. Bylaw #3 – Special Board Meetings

The Chair introduced for the board's consideration a revision to Bylaw # 3 – *Special Board Meetings* to add that trustees may participate in or attend a special meeting of the board by telephone or other means of communication, if all trustees and other persons participating in or attending the meeting are able to communicate with one another.

Johnstone/Tustian

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve first reading of draft revised Bylaw #3 – *Special Board Meetings*, as presented.

042/15-02-10
Draft revised
Bylaw #3 –
Special Board
Meetings – 1st
Reading

CARRIED UNANIMOUSLY

8. District Website

The board discussed the need for a re-vamping of the district website and offered some ideas of what it should include. An ad-hoc committee with Trustee Ferguson, Trustee Tustian, and the Board Chair was established and will work with the Assistant Superintendent and the IT department to undertake this project with a goal to have the new site up and running by the beginning of the next school year.

I. CORRESPONDENCE

The following items of correspondence were received for information only:

1. SD 78 letter of support for local NITEP field center
2. SD 78 letter to BCSTA re: Co-Governance Memorandum of Understanding

J. PUBLIC PARTICIPATION

- o District website
- o Career and Skills Training Pilot Project

K. NEXT MEETING

DATE: **March 3, 2015**
TIME: **7:00 p.m.**
PLACE: **District Education Office**

L. ADJOURNMENT

Hendrickson/

THAT, there being no further business, the meeting be adjourned.

CARRIED UNANIMOUSLY

043/15-02-10
Adjournment

The meeting adjourned at 9:38 p.m.

Original Signed by Trustee
Rose Tustian, Vice-Chair

ROSE TUSTIAN
Vice-Chair

Original Signed by
Natalie Lowe-Zucchet

NATALIE LOWE-ZUCCHET
Secretary-Treasurer