

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

**Oct. 27, 2015**

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

**A. CALL TO ORDER**

1. The meeting was called to order by the Chair at 7:00pm in the Agassiz Elem-Secondary School, on Tuesday, Oct. 27, 2015. The Chair opened by acknowledging that the meeting is being held on the indigenous territories of the Sto:lo people.

2. Approval of Agenda

Agenda Revision:

1. Delete item E.8.a (BBES Harrison Lake/River trip on Oct. 28) due to cancellation
2. Under New Business add as Item #1: Number of times speaking / Robert's Rules of Order
3. Unfinished Business, Item F.1. (Policy Bundle) will be spoken to by Trustee Tustian
4. Under New Business add: Policy #6400 – *Recruitment and Appointment of Administrative Personnel*

A moment of silence was held for the recent passing of 2 long time Trustees from School District #33 and School District #82.

**Koopman**

THAT the agenda for the October 27, 2015 Regular Meeting of the Board of Education for School District No. 78 (Fraser-Cascade) be approved, as amended.

268/15-10-27  
Approval of  
agenda

**CARRIED**

3. Approval of Regular Minutes

**Kerr**

THAT the minutes of the regular meeting and in-camera summary of October 6, 2015 be approved, as amended.

269/15-10-27  
Approval of  
Regular minutes  
and In-Camera  
summary.

**CARRIED**

Corrections:

- i) The minutes were corrected to reflect that Linda Kerr was Acting Chair.
- ii) With regards to Item A.3. (Approval of Regular Minutes and In-Camera Summary), there was concern that the third point does not capture the proper correction and that it should read 'courtesy riders from Silver Creek to Coquihalla was already happening'. It was also noted that

missing from the minutes was the discussion on the closure of the CE Barry school and the special circumstances in which Administration would be given the latitude to make things happen for the students in that area, It was decided that the Recording Secretary would listen to the audio and bring it back to the board to determine how the board would like it recorded.

- iii) With regards to Item E.5 (Catchment Area Review Committee Structure), record the name of the person who made the amendment to the motion.
- iv) With regards to Item E.11. (Board Meeting Frequency), include this item in the proposed agenda for the Board Retreat.
- v) Have the minutes reflect that Trustee Koopman left the meeting at two different times, 8:04 and 10:34
- vi) Include Playboxes under Trustee Stewin's Report.

Discussion regarding how to deal with amendments of minutes prior to board meeting. This will be added to the agenda of the board retreat.

## **B. EDUCATIONAL HIGHLIGHTS**

Nil

## **C. PUBLIC DELEGATIONS**

Nil

## **D. TRUSTEE REPORTS**

- **Trustee Kerr** reported on the following:
  - ProD meeting
  - DPAC meeting
  - Personnel Committee meeting
  - BCPSEA Symposium
- **Trustee Ferguson** reported on the following:
  - Fraser Cascade Association meeting
  - BCPSEA Symposium
  - SD42 Board meeting
- **Trustee Tustian** reported on the following:
  - Kent PAC meeting
  - Education Committee meeting on behalf of Branch
  - Provincial Council
  - SD42 Board meeting
- **Trustee Johnstone** reported on the following:
  - AEC meeting
  - ACE Burger / Fundraiser
  - Personnel Committee meeting
  - BCSTA/MOE joint meeting
  - Board Chair meeting

## **E. NEW BUSINESS**

### 1.a. Robert's Rules

Trustee Koopman introduced a concept that each Trustee be able to speak a maximum of two times on each agenda item in order to expedite meetings.

**Koopman**

THAT Trustees be able to speak on agenda items two times.

**CARRIED**

270/15-10-27  
Motion for Chair to have Speaker's List for Trustees during discussion.

Discussion regarding this be a topic of discussion at a board retreat. The rationale behind the motion is better time management of board meetings

1.b. Policy Committee Report**Kerr**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) receive for information the report from the Policy Development Committee meeting held Sept. 22, 2015 as presented.

**CARRIED**

271/15-10-27  
Motion to receive Policy Cmmtte Report

Discussion regarding board policy not being followed regarding election of chair. It was stated that committees were waiting for pending Bylaw #15 – *Board Committees* to pass 3<sup>rd</sup> reading at tonight's meeting. Election of Chair should have still been an agenda item.

2. Policy #7700 – Student Transportation – 1<sup>st</sup> reading**Kerr**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 1<sup>st</sup> reading of Policy #7700 – *Student Transportation*, as presented.

**CARRIED**

272/15-10-27  
Motion to approve 1<sup>st</sup> reading of Policy 7700 – *Student Transportation*

3. AEC Report**Hendrickson**

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

**CARRIED**

273/15-10-27  
Motion to receive AEC Report

Trustee Hendrickson shared some highlights including: CE Barry Housepost Committee being formed; Boston Bar First Nation received a grant from FNEC to host a career fair that will be district wide; and the HELP Project will be having a fund raiser in Agassiz where former Trustee and AEC Rep (Al Fraser) will be honoured.

4. Sevec Exchange Trip**Kerr**

THAT the Board of Education for School District 78 (Fraser-Cascade) approve in principle the Hope Secondary (French 9, 10, and 11 students) Cultural and Language Experience in St. Nicolas, Quebec, February 13-19, 2016.

**CARRIED**

274/15-10-27  
Motion to approve in principle the Sevec Exchange Trip

The Assistant Superintendent shared information on Sevec which is a non-profit society, therefore helping to keep costs down. This trip will take place during Carnival.

5. Bylaw #2 – Regular Board Meetings

The Chair brought forward suggestions on how items can be introduced to the agenda as well as a consent agenda.

Discussion included being cognizant of people with disabilities.

*Trustee Stewin and Executive Secretary Debbie McKinney left the meeting.*

The conversation concluded that this topic be discussed at the board retreat.

**RECESS**

At 8:00pm the Chair called for a 5 minute recess.

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The meeting re-convened at 8:11pm *with Trustee Stewin and Executive Secretary Debbie McKinney in the room.*

5. Bylaw #2 – Regular Board Meetings cont.

Discussion regarding adding to the Bylaw, timelines on the agenda for Educational Highlights and Public Delegations.

**Tustian**

That item 2.16 in Bylaw #2 read: correspondence and email items will be received by motion.

Discussion continued on the clarification of email from whom and to whom, confidentiality, and with what the subject matter of the email contained.

Amendment:

**Kerr**

That emails be chosen at the discretion of the chair.

**CARRIED**

Original motion as amended:

**Tustian**

That item 2.16 in Bylaw #2 read: correspondence (including email items) will be received by motion, with emails being chosen at the discretion of the chair.

**CARRIED**

Rational is so that all correspondence is viewed by all Trustees. Clarification is required on how correspondence comes to the Board (in what format ie: formal written signed letters vs generic email) and how it is shared.

With this bylaw placed on the agenda, it is now considered a notice of motion.

**Kerr**

That Public Delegations and Educational Highlights be given 10 minutes for their presentation and 5 minutes for questions, and that this be included on the agenda.

**CARRIED**

The rationale behind the motion is better time management at board meetings. Concern was raised regarding not enough time for presentations. Some suggested solutions included: reminding delegations/presenters ahead of time; having delegations/presenters submit their information prior to board meeting to be circulated to Trustees.

275/15-10-27  
Motion to have Bylaw #5 – Regular Board meetings, item 2.17 read: correspondence (including emails) will be received by motion, with emails at the discretion of the chair

276/15-10-27  
Motion to include timelines on agenda for Public Delegations and Educational Highlights

6. Qingdao School Students

**Tustian**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve in principle the Qingdao School Students attend participating schools in the District (following the self-housing model).

The Assistant Superintendent shared information on the Qingdao organization that also operates in Toronto. Compared to a homestay program, Qingdao students acquire a property and staff from the school provides parenting while the students attend classes. They are looking at 4 students in grades 5 & 6.

Concern was raised on the age of the students and what exact services would be

required along with the extra costs that may be incurred. I.e: ESL support, special needs, etc.

**Tustian**

THAT the Qingdao School Students be tabled until the next meeting.

**CARRIED**

277/15-10-27  
Motion to table  
Qingdao School  
Students to next  
meeting

The Assistant Superintendent suggested that this may not be the year to try this due to time constraints. With clarification required on the motion, it was suggested that further inquiries to be sent directly to the Assistant Superintendent.

7. Ministry of Education Sector Advisory Council Meeting

The Chair shared an overview of the conference call that took place in September between the Ministry and education partners.

8. BBES Field Trip Bundle

a) Harrison Lake/River (Grade 10-12 – Oct. 28): CANCELLED

b) Harrison Lake/River (Grade 6-9) – Nov. 13

**Hendrickson**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the proposed field trip for Boston Bar Elem-Secondary students (Grade 6-9) to Harrison by private vehicle, to visit Harrison Lake/River, Nov. 9, 2015 as presented.

278/15-10-27  
Motion to  
approve BBES  
field trip to  
Harrison.

**CARRIED**

c) Aboriginal Leadership Conf. (Grade 8-10 – Nov. 17-19)

**Hendrickson**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the proposed overnight field trip for Boston Bar Elem-Secondary students (Grade 8-10) to Langley by private vehicle, to attend the Aboriginal Leadership Conference, Nov. 17-19, 2015 as presented.

279/15-10-27  
Motion to  
approve BBES  
field trip to  
Abor.  
Leadership Conf.

**CARRIED**

9. TREC Field Trip (Trades Expo)

**Kerr**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the proposed field trip for TREC students to Langley by private vehicle, to attend Trades Expo, Nov. 6, 2015 as presented.

280/15-10-27  
Motion to  
approve TREC  
field trip to  
Trades Expo

**CARRIED**

10. Policy #6400 – Recruitment and Appointment of Administration Personnel

Discussion regarding referring Policy #6400 to the Policy Committee for housekeeping and hiring practices updates for excluded staff, with the possibility of using Skype to keep expenses down.

**Tustian**

To refer Policy #6400 – *Recruitment and Appointment of Administration Personnel* to the Policy Committee to have an overview of the hiring practices that are within the school district.

281/15-10-27  
Motion to refer  
Policy 6400 –  
*Recruitment &  
Appointment of  
Administration  
Personnel* to the  
Policy Cmte.

**CARRIED**

**F. UNFINISHED BUSINESS**

1. Policy Bundle – 3<sup>rd</sup> reading

**Tustian**

THAT the Board of Education for School District #78 (Fraser-Cascade) approve third reading of Policy #7300 – *Treatment of Students with Medical Problems*, as presented.

THAT the Board of Education for School District #78 (Fraser-Cascade) approve third reading of Policy #5510 – *Tuition Free Adult Basic Education*, as presented.

THAT the Board of Education for School District #78 (Fraser-Cascade) approve third reading of Policy #6507 – *Criminal Record Search*, as presented.

THAT the Board of Education for School District #78 (Fraser-Cascade) approve third reading of Policy #7008 – *Student Threat Assessment*, as presented.

THAT the Board of Education for School District #78 (Fraser-Cascade) approve third reading of Policy #4050 – *Computer and Internet Usage and Access*, as presented.

THAT the Board of Education for School District #78 (Fraser-Cascade) approve third reading of Policy #5070 – *Social Media*, as presented.

THAT the Board of Education for School District #78 (Fraser-Cascade) approve third reading of Policy #5075 – *Media Consent*, as presented.

THAT the Board of Education for School District #78 (Fraser-Cascade) approve third reading of Policy #6750 – *Natural Justice*, as presented.

282/15-10-27  
Motion to approve 3<sup>rd</sup> reading of: Policy 7300 – *Treatment of Students with Medical Problems*; Policy 5510 – *Tuition Free Adult Basic Education*; Policy 6507 – *Criminal Record Search*; Policy 7008 – *Student Threat Assessment*; Policy 4050 – *Computer & Internet Usage & Access*; Policy 5070 – *Social Media*; Policy 5075 – *Media Consent*; And Policy 6750 – *Natural Justice*

**CARRIED**

283/15-10-27  
Motion to approve 2<sup>nd</sup> reading of Bylaw #5 – *Chairpersons & Presiding Officers as amended*

2. Bylaw #5 – Chairpersons and Presiding Officers – 2<sup>nd</sup> reading

**Kerr**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve second reading of Bylaw #5 – *Chairpersons and Presiding Officers*, as amended.

**CARRIED**

284/15-10-27  
Motion to have item 5.6 in Bylaw 5 read: the vice-chair shall be elected for one year term.

**Tustian**

That item 5.6 in Bylaw #5 – *Chairpersons and Presiding Officers* read: The vice-chairperson shall be elected for a one year term.

**CARRIED**

**Tustian**

That item 5.10 in Bylaw #5 – *Chairpersons and Presiding Officers*, with regards to the vice-chairperson, remove the section that reads: but not be required to attend agenda-setting meetings, or chair meetings except in the Chair's absence.

**DEFEATED**

285/15-10-27  
Motion to remove from item 5.10 in Bylaw 5: but not be required to attend agenda-setting meetings, or chair meetings except in Chair's absence  
DEFEATED

The rationale is to have the vice-chair be included in the business of the board as well as clarifying a responsibility. Discussion ensued that the attendance by the vice-chair at agenda setting meetings could be an option as long as there was open

communication between the Chair/Vice-Chair.

Discussion regarding the Trustee stipend when the vice-chair role becomes a permanent position, as the vice-chair stipend is now shared equally amongst Trustees.

**Hendrickson**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve a stipend for the vice-chair that is elected for a one year term in the amount that is the difference between that of the Board Chair and the Board Trustee and that all other Trustee stipends remain the same.

286/15-10-27  
Motion to increase stipend for vice-chair.

**CARRIED**

**Tustian**

To table 2<sup>nd</sup> reading of Bylaw #5 – *Chairperson and Presiding Officers* until a review can be done on stipends compared to other districts.

287/15-10-27  
Motion to table 2<sup>nd</sup> reading of Bylaw 5 – *Chairperson & Presiding Officers*.  
**DEFEATED**

**DEFEATED**

The Board discussed the possibility of an independent review.

**Stewin**

That item 5.7 in Bylaw #5 – *Chairperson and Presiding Officers* include a hyper-link to the Ministry of Education Statute.

288/15-10-27  
Motion to include hyper-link to the MOE Statute in item 5.7 in Bylaw #5.

**CARRIED**

Discussion on the original motion regarding the timing of Board electing a Chairperson. The rationale of changing it to September was to align the new board with the same timing of selecting the Committee chairs.

3. Bylaw #15 – Board Committees – 3<sup>rd</sup> reading

Concern was raised that not enough time has passed since this policy was changed last time to know if it is effective. It was questioned whether BCPSEA representatives and Provincial Council Representatives should be included in this bylaw under Other Committees. With regards to the Personnel Committee in item 3.d. there was discussion whether the New Year should be defined as the September or the New School Year. Item 1.c was also discussed regarding Board committee agendas being posted to the SD78 website and circulated to Trustees. Some changes in language need to be reflected in the Bylaw.

**Tustian**

Motion to table Bylaw #15 – *Board Committees – 3<sup>rd</sup> reading* until amendments can be made to the Bylaw.

289/15-10-27  
Motion to table 3<sup>rd</sup> reading of Bylaw 15 – *Board Committees*.  
**DEFEATED**

**DEFEATED**

**Tustian**

Motion to make the following amendments to Bylaw #15: 1) item 3.d. change New Year to September; 2) upload Board committee agendas to the website; and 3) emailing board committee agendas to Trustees.

290/15-10-27  
Motion to amend Bylaw 15 – *Board Committees*.

**CARRIED**

**Hendrickson**

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

291/15-10-27  
Motion to approve 3<sup>rd</sup> reading of Bylaw 15 – *Board Committees* as amended.

**CARRIED**

The Chair noted the time and moved Item J. Public Participation/Question Period to the next item of business.

**J. PUBLIC PARTICIPATION / QUESTION PERIOD**

Nil

**F. UNFINISHED BUSINESS cont'**

4. Board Retreat

The Chair referred to a proposed agenda. More items to be included/considered are communications, correspondence, board/self-evaluation, and interactions with public.

**G. REMARKS**

1. Superintendent

a) Regional Student Forum

The Superintendent reported that she along with HSS and AESS students attended the forum at the Events Centre in Langley. This year's theme was Purpose. Key note speaker this year was Danny Batimana, CEO from Happiness is Now Inc. Suggestions/comments from students regarding future changes to the education system will be summarized and shared.

*Trustee Hendrickson left the meeting at 9:55pm.*

*Trustee Koopman left the meeting at 9:56pm.*

2. Secretary-Treasurer

a) District Enrollment Count (1701 verification)

The Secretary-Treasurer referred to the final version of the enrollment count that shows an increase in students, without any additional funding.

Discussion regarding the number of students leaving the district and whether the needs of the students are being met. Exit forms are in place for tracking purposes.

*Trustee Hendrickson returned to the meeting at 9:58pm.*

*Trustee Koopman returned to the meeting at 9:59pm.*

At 10:00pm the Chair called for a motion to extend the meeting.

**Kerr**

Motion to extend the meeting past 10:00pm

292/15-10-27  
Motion to extend  
meeting past  
10:00pm

**CARRIED**

3. Assistant Superintendent

a) Nominal Role Audit

The Assistant Superintendent reported that the audit is complete, with the help of everyone involved, the turnover was very quick.

b) Geography Challenge

The Assistant Superintendent reported that the Geography Challenge took place at Harrison Elementary.



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## H. INFORMATION

### 1. BCSTA Provincial Council Report

Trustee Tustian reported that a synopsis and complete power point presentation will be forwarded via email. Both Minister Bernier and Deputy Minister Byng spoke to the Council. Curriculum is their key focus over the next few years.

### 2. BCSTA Trustee Academy

The Chair reported that the Trustee Academy will be taking place November 26 – 28. The theme of this year's conference is *Authentic Governance for Student Achievement: Boards Matter!* with the keynote presentation by Dr. Yong Zhao.

### 3. Remembrance Day Ceremonies

The Chair asked for Trustees to volunteer (along with a student) and lay a wreath on behalf of the Board of Education.

### 4. BCSTA and MOU Joint Planning Session

The Superintendent reported that she and the Chair had attended the joint meeting. Sessions included: Curriculum Implementation; Framework for Enhancing Student Learning; and Financial Accountability / Reviews. Hot topics included: MyEdBC; non instructional hours for curriculum; reserved funding and administration savings; and assessment practices.

The Chair added: integrating aboriginal perspective into our boards – coming together in a good way; building on great practices; budget surpluses; and commitment to work together with BCASBO.

### 5. BCSTA Board Chairs meeting

The Chair reported that all boards have very similar issues. Interesting discussion items included: conflict of interest; written motions being submitted prior to meeting; consent agenda items, conflict resolution with board teamwork; tips for dealing with media, etc.

Trustee Koopman announced that he will be stepping down as the FV Branch rep for BCSTA. Discussion around Branch reports and what should be highlighted in them – having consideration from activities throughout the district.

### 6. Principal/Vice-Principal meeting Highlights

The Superintendent shared the Celebrations/Challenges, with the celebration being a positive tone in all the schools and the challenge being MyEd BC. There was a suggestion of 2 fall non-instructional days for the 10 hours of time from the Ministry, to be taken forward to the FCTA for a recommendation. With MyEd BC being down for a few days in November, report cards could be delayed in some schools.

Discussion regarding parent/teacher interviews and how often they are required. The Superintendent advised that this was at least once per year and more if necessary.

### 7. Traffic Interruptions in Agassiz

The Secretary-Treasurer shared some information regarding traffic interruptions in Agassiz up to and including Dec. 20<sup>th</sup>.

**I. CORRESPONDENCE**

The following items of correspondence were received for information only:

1. Leah Ochoa Email  
The Superintendent asked for clarification on some of the questions from Ms. Ochoa.
2. Corrine Rouleau Email  
The Chair confirmed that a response was sent to Ms. Rouleau and cc'd to all Trustees.

**J. PUBLIC PARTICIPATION**

Nil

**K. NEXT MEETING**

DATE: **Nov. 17, 2015**  
TIME: **7:00 p.m.**  
PLACE: **District Education Office**

**ADJOURNMENT**

The Chair adjourned the meeting at 10:45pm.

Original signed by  
Board Chair

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RON JOHNSTONE  
Chair

Original signed by  
Secretary-Treasurer

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NATALIE LOWE  
Secretary-Treasurer