

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

Jan. 16, 2018

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

A. CALL TO ORDER

The meeting was called to order by the chair at 7:03pm at the District Education Office, on Tuesday, Jan. 16, 2018. The chair opened by acknowledging that the meeting was being held on the traditional territory of the Sto:lo people.

1. Approval of Agenda

Agenda Revision:

1. Move item 7.a. 'Field Trips' to follow Trustee Reports

Stewin

THAT the agenda for the Jan. 16, 2018 Regular Meeting of the Board of Education for School District No. 78 (Fraser-Cascade) be approved as amended.

009/18-01-16
Approval of
agenda

CARRIED

2. Approval of Reg Minutes & *In Camera* Summary: Dec. 12, 2017

Stewin

THAT the minutes of the regular meeting and *in camera* summary of Dec. 12, 2017 be approved as presented.

010/18-01-16
Approval of
minutes

CARRIED

B. EDUCATIONAL HIGHLIGHTS

1. Careers & Transitions

District VP of Careers & Transitions **Karl Koslowsky** reported that 49 students from throughout the district have been sponsored in either a UFV Regional Careers Program Trades/Trades Related Program, a UFV Academic Program, or a TRU Foundations program over the last two years.

The Heavy Metal Rocks (HMR) program will take place in April and the Northern Opportunities Tour (NOT) to Fort St. John will happen in May. Pending Try-A-Trades include: Mind Over Metal Summer Camp; Culinary Arts; and ADST Coding.

Mr. Koslowsky stated that they are looking at exposing trades to younger students as well as expanding to other career paths that work in the trades fields, ie: accounting.

C. PUBLIC DELEGATION

Nil

D. TRUSTEE REPORTS

- **Trustee Stewin:**
 - Reminder that FV Branch mtg is on Feb. 5th.
 - Pro D meeting
 - SCE band concert
- **Trustee Kerr:**
 - 6 committee meetings
 - Christmas events at all schools
 - BCSTA conference call
- **Trustee Hendrickson:**
 - Budget meeting
 - Ops & Facilities meeting
 - ACE, TREC & BBES Christmas events
- **Trustee Koopman:**
 - TREC, COQ & SCE Christmas events
 - Budget meeting
- **Trustee Johnstone:**
 - ACE & TREC Christmas events
- **Trustee Tustian:**
 - Various Christmas events throughout the community

Moved Item E.7.7. Field Tripsa) District (Gr. 10-12) – Northern Opportunities Tour (May 6-11)**Stewin**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the District field trip for Grades 10-12 to Fort St. John for the Northern Opportunities Tour (Try-a-Trade) in May, 2018, as presented.

CARRIED

011/18-01-16
District field trip
– Northern
Opportunities
Tour, Fort St.
John

E. NEW BUSINESS1. Ops & Facilities (Dec. 19)**Koopman**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) receive for information the report from the Operations & Facilities Committee meeting held on December 19, 2017, as presented.

CARRIED

012/18-01-16
Receive Ops &
Facilities report

Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the Hope Community Garden Project at Coquihalla Elementary School once the Director of Facilities and Transportation agrees to the work/changes required.

CARRIED

013/18-01-16
Approve Hope
Comm. Garden
project @ COQ

The Director of Facilities and Transportation indicated that the approximate cost of fencing and gates would be \$10,000.00. The secretary-treasurer stated that a License to Occupy would be required.

Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the installation of a 4 metre wide running track at CE Barry School grounds to only encompass the school field and similar to the layout and cost of the track at BBES.

014/18-01-16
Approve running track @ CEB

CARRIED

The Director of Facilities and Transportation presented drawings for a running track and a walking path. Cost of installation is approximately \$30,000.00 with minimal maintenance required. Washrooms would be available for events at the portable onsite.

Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) have the Maintenance Department provide further maintenance to the track at Agassiz Elementary-Secondary School.

015/18-01-16
Provide further maintenance to track @ AESS

CARRIED

2. Motion: Surplus Funds for Bus Shelter

Tustian

THAT the Board of Education for School District No. 78 (Fraser-Cascade) use some of its surplus to provide a bus shelter at Harrison Hot Springs Elementary School for the Agassiz Elementary-Secondary School students that catch the School District 78 bus.

016/18-01-16
Use surplus to provide bus shelter @ HHS for AESS students to catch bus
DEFEATED

DEFEATED

The board discussed the benefits of having bus shelters vs the risks, along with possible partnering options, enclosure types and scheduling of pick-ups.

3. Bylaw Bundle – 1st reading

Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve first reading of:

- Bylaw #8 – *Trustee Remuneration & Expense Allowance*;
- Bylaw #16(20) – *Office Hours*; and
- Bylaw #18(22) – *Freedom of Information & Protection of Privacy Act – Designation of Head*

as presented.

017/18-01-16
Bylaw 8 –
Trustee Remuneration & Expense Allowance
Bylaw 16(20) –
Office Hours
Bylaw 18(22) –
Freedom of Information
-1st reading

CARRIED

Trustee Koopman and Secretary-Treasurer left the meeting at 8:32pm and returned at 8:34pm.

The chair asked for item 5 – Policy Bundle as the next agenda item.

5. Policy Bundle

Johnstone

THAT the Board of Education for School District No. 78 (Fraser-Cascade) refer the following policies to the Policy Development Committee for review:

- a) Policy #7200 – *Student Suspensions*;
- b) Policy #7340 – *Allergies & Life Threatening Allergies in Schools*;
- c) Policy #7400 – *Student Involvement with Alcohol, Intoxicants or Illegal Drugs*

018/18-01-16
Refer to Policy Comm for review:
Policy 7200 –
Student Suspensions

- d) Policy #7530 – *Challenge, Equivalency, External Credentials, Post-Secondary Credit & Independent Directed Studies;*
- e) Policy #7540 – *Assessment & Evaluation of Student Learning;*
- f) Policy #7710 – *Video Cameras on Board School Buses;* and
- g) Policy #4032 – *Loan of School District Equipment*

CARRIED

Policy 7340 – Allergies & Life Threatening Allergies in Schools
 Policy 7400 – Student Involvement with Alcohol, Intoxicants or Illegal Drugs
 Policy 7530 – Challenge, Equivalency, External Credentials, Post-Secondary Credit & Independent Directed Studies
 Policy 7540 – Assessment & Evaluation of Student Learning
 Policy 7710 – Video Cameras on Board School Buses
 Policy 4032 – Loan of SD Equipment

The assistant superintendent indicated the rationales for reviewing the policies:

- a) Policy #7200 – *review based on Safe Schools input*
- b) Policy #7340 – *open for future review based on upcoming Ministry policy revisions*
- c) Policy #7400 – *open for future review due to legalization of presently prohibited substances*
- d) Policy #7530 – *open for review based on future Ministry changes to Grad programs*
- e) Policy #7540 – *open for review due to changes in Ministry curriculum*
- f) Policy #7710 – *open for review based on creation of district surveillance camera policy*
- g) Policy #4032 – *open for review based on feedback from high school principals*

4. Policy Report

Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) receive for information the report from the Policy Committee meeting held on December 5, 2017, as presented.

CARRIED

Trustee Ferguson left the meeting at 8:35pm

019/18-01-16
Receive Policy report

Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve first reading of:

- a) Policy #5070 – *Social Media;*
 - b) Policy #5500 – *Head Lice;*
 - c) Policy #6700 – *District Health & Safety Practices;*
 - d) Policy #7420 – *Weapon, Violence, Bullying & Intimidation;* and
 - e) Policy #7008 – *Student Threat Assessment*
- as presented.

CARRIED

020/18-01-16
 Policy 7200 – *Social Media*
 Policy 5500 – *Head Lice*
 Policy 6700 – *District Health & Safety Practices*
 Policy 7420 – *Weapon, Violence, Bullying & Intimidation*
 Policy 7008 – *Student Threat Assessment*
 - 1st reading

RECESS

At 8:36pm the chair called for a recess.

The meeting reconvened at 8:46pm.

The meeting resumed with Trustee Ferguson in attendance and Trustee Koopman absent.

6. 2017/18 Amended Annual Budget Bylaw – 1st & 2nd reading

Hendrickson

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve first and second reading of the 2017-2018 Amended Annual Budget Bylaw in the amount of \$24,844,998.00 as presented.

CARRIED

021/18-01-16
Approve 17/18 amended annual budget
- 1st & 2nd reading

The secretary-treasurer indicated that an additional 1.4m has been spent due to reinstated class size and composition.

Trustee Koopman returned to the meeting at 8:49pm

F. UNFINISHED BUSINESS

1. New Bylaw #17 – Trustee Code of Conduct – 2nd reading

Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve second reading of New Bylaw #17 – *Trustee Code of Conduct*, as presented.

The board referred to the Watson Report from SD83 regarding transparency.

Johnstone

THAT the Board of Education for School District No. 78 (Fraser-Cascade) add the following to New Bylaw 17 – Trustee Code of Conduct: that the Board implement the practice of maintaining Board attendance records for each Trustee and that these be posted on the District's website reporting for the entire term of office.

022/18-01-16
Add board attendance records to New Bylaw 17 – *Trustee Code of Conduct*

CARRIED

That rationale was that voters expect that the candidates they elect to represent them are committed to the job and prepared to put the time and energy into preparing for and attending Board and committee meetings. One measure of transparency that can be provided to the public is to disclose Board member attendance records, a practice which has been commonly adopted by many public institutions.

2. Bylaw #7 – Conflict of Interest – 3rd reading

Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve third reading of Bylaw #7 – *Conflict of Interest*, as presented.

023/18-01-16
Bylaw 7 – *Conflict of Interest* - 3rd reading

CARRIED

3. Bylaw #9 – Reimbursement for Expenses – 3rd reading

Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve third reading of Bylaw #9 – *Reimbursement for Expenses*, as presented.

024/18-01-16
Bylaw 9 – *Reimbursement for Expenses* - 3rd reading

CARRIED

4. Bylaw #15 – Board Committees – 3rd reading

Kerr

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

Ferguson

THAT the Board of Education for School District No. 78 (Fraser-Cascade) allow only appointed committee members to call in during committee meetings.

025/18-01-16
Allow appointed committee members only to call in to committee meetings.

CARRIED

The rationale provided was it would otherwise open it up to anyone requesting a call-in.

Kerr

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

CARRIED

026/18-01-16
Bylaw 15 –
Board
Committees
- 3rd reading

5. Policy #7030 – Physical Restraint of Students**Koopman**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) refer Policy #7030 – *Physical Restraint of Students* to the Policy Committee for further review.

CARRIED

027/18-01-16
Bylaw 15 –
Board
Committees
- 2nd reading

The assistant superintendent stated that feedback received from the policy impact questionnaire needs to be further reviewed by the Policy Committee.

6. Policy #6225 – Maintenance of Order and Protection of Pupils – 3rd reading**Koopman**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve third reading of Policy #6225 – *Maintenance of Order and Protection of Pupils*, as presented.

CARRIED

028/18-01-16
Policy 6225 –
Maintenance of
Order and
Protection of
Pupils
- 3rd reading

G. REMARKS1. Superintendenta) Framework for Enhancing Student Learning

The superintendent reported that the Ministry has introduced a pilot project called EDPlan Insight BC. SD78 will be one of six districts participating in the project (from January to June 2018) to support and inform BC's Framework for Enhancing Student Learning.

2. Secretary-Treasurera) Financial Review (Dec. 31)

The secretary-treasurer shared the district's financial review as at Dec. 31, 2018.

3. Assistant Superintendent

Nil

H. INFORMATION1. Standing Committee Reports

a) Budget (Dec. 18)

b) Ops & Facilities (Dec. 19) – reported on under New Business

2. Admin Committee Reports

a) Technology (Dec. 6)

3. Ad Hoc Committee Reports

a) Trustee Handbook

The revised Trustee Handbook was included in the board package showing the changes to the font/layout.

4. AEC Report (Dec. 13)

5. District & Native Ed Pro D Day

The Superintendent reported that the program is set and registration is open. There will be an evening session: *Parenting Social Media: Addressing Social Media Concerns & Opening Dialogues with Children.*

6. Principal / Vice Principal Meeting Highlights (Jan. 11)

The superintendent reported that the meeting was cancelled due to severe weather, with the presentation on My Ed rescheduled to March. The superintendent did inquire with the P/VPs regarding the \$70,000.00 that each school receives every 2 years (Evergreen Funds) and most reported that was sufficient. It was recommended that P/VPs could request additional technology funds if a new lab or other major expense was needed while keeping the status quo.

7. Field Trips (Approved by the Superintendent)

- a) HSS (Grade 10-12) – Culinary Try-A-Trade @ UFV – Feb. 9
- b) HSS (TRU Welding Cohort) – Industry Tour @ Tycrop – Jan. 17

I. CORRESPONDENCE

Nil

J. PUBLIC PARTICIPATION

Nil

The board chair called for Question Period as the next order of business.

K. QUESTION PERIOD

- Facebook Posts – opinions vs facts
- Running Track at CE Barry
- Community Garden at COQ

L. NEXT MEETING

DATE: **Feb. 6, 2018**
 TIME: **7:00 p.m.**
 PLACE: **Harrison Hot Springs Elementary School**

ADJOURNMENT

Hendrickson

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

029/18-01-16
Adjournment

The meeting adjourned at 9:47pm.

Original signed by
Board Chair

LINDA KERR
Chair

Original signed by
Secretary-Treasurer

NATALIE LOWE CPA,CA
Secretary-Treasurer