

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

Sept. 12, 2017

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	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 7:02 pm at the District Education Office, on Tuesday, Sept. 12, 2017. The chair opened by acknowledging that the meeting was being held on the traditional territory of the Sto:lo people.

1. Election of Board Chair

The secretary-treasurer called for nominations for the position of Chair of the Board of Education for School District 78 (Fraser-Cascade). Nominations were called three times and the following trustee was nominated:

Trustee Koopman nominated **Linda Kerr** (nomination accepted)

Hearing no further nominations, the secretary-treasurer declared nominations closed for the position of Chair of the Board of Education for School District 78 (Fraser-Cascade) and declared **Linda Kerr** elected by acclamation.

2. Election of Vice-Chair

The chair called for nominations for the position of Vice-Chair of the Board of Education for School District 78 (Fraser-Cascade). Nominations were called three times and the following trustee was nominated:

Trustee Hendrickson nominated **John Koopman** (nomination accepted)

Hearing no further nominations, the chair declared nominations closed for the position of Vice-Chair of the Board of Education for School District 78 (Fraser-Cascade) and declared **John Koopman** elected by acclamation.

3. Approval of Agenda

Agenda Revision:

1. Move item F.8. (Canoe Magazine) to C.2. – following Educational Highlights
2. Add "Joint Use Agreement (FVRD)" to Unfinished Business, item 4.

Ferguson

THAT the agenda for the Sept. 12, 2017 Regular Meeting of the Board of Education for School District No. 78 (Fraser-Cascade) be approved as amended.

202/17-09-12
Approval of
agenda

CARRIED

4. Approval of Reg Minutes & In Camera Summary: May 23, 2017**Johnstone**

THAT the minutes of the regular meeting and *in camera* summary of May 23, 2017 be approved as presented.

203/17-09-12
Approval of
minutes

CARRIED5. Approval of Reg Minutes & In Camera Summary: June 13, 2017**Johnstone**

THAT the minutes of the regular meeting and *in camera* summary of June 13, 2017 be approved as presented.

204/17-09-12
Approval of
minutes

CARRIED**B. 2016-2017 Audited Financial Statements**

The secretary-treasurer introduced the auditor, Mr. Christopher Kelley from McConnell/Voelkl Chartered Professional Accountants who presented the 2016-2017 audited financial statements. It is in their opinion that the financial statements are prepared in accordance with the financial reporting requirements of Section 23.1 of the *Budget Transparency and Accountability Act* of the Province of British Columbia.

Johnstone

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the Audited Financial Statements for 2016-2017 as presented.

205/17-09-12
Approval of
2016-17 Audited
Financial Stmts

CARRIED

The board discussed the surplus and questioned what amount is acceptable. The secretary-treasurer stated that without the surplus, projects like the Kent School expansion or the food truck would not be possible. The Ministry is looking at having policies put in place to deal with school districts that have found themselves in this position.

C. EDUCATIONAL HIGHLIGHTS1. Aboriginal Education

District Aboriginal Education Coordinator **Rod Peters** shared highlights of the programs, services and cultural opportunities provided for students this year which included:

- Lost Boys Project: House Post at Telte Yet Campground
- NITEP Field Centre: UBC kept field centre open at Seabird
- Career Spotlight Day: Science Career Fair for Grade 7 students
- Special Education Vidlets: short videos describing IEPs and Evergreen Certificates
- Bursaries: 3 x \$1,000

The Goals for the upcoming school year include:

- Orange Shirt Day: district-wide event
- Partnership with Canoe Magazine: along with SD43 (Coquitlam) and SD75 (Mission)
- Halo'emeylem and Nlaka'pamux Language Development Day: Instructors sharing best practices, strategies and resources.

2. Canoe Magazine

Whereas:

The Canoe newspaper develops and expands, it seeks to showcase students, teachers and Elders making a difference in our communities (The Canoe, Volume 1, No. 2);

And whereas:

AEC members unanimously agreed that submitting articles to this newspaper would be a wonderful opportunity to promote a positive image of Aboriginal people and showcase success stories in our district;

It is therefore recommended:

Johnstone

THAT the Board of Education for School District No. 78 (Fraser-Cascade) support joining in partnership with School District No. 75 (Mission) and School District No. 43 (Coquitlam) and work as one in producing *The Canoe*, an all-Aboriginal newspaper.

206/17-09-12
Approve
partnership w
Canoe Magazine

CARRIED

Trustee Johnstone left the meeting at 8:06pm and returned at 8:08pm

D. PUBLIC DELEGATION (CE Barry Field – Grant Opportunity)

Jeff Kuhn (Grace Baptist Church) and Dave Murphy (Hope Running Club) shared information on the Aviva Community Grant Fund. Their proposal is to access funds (\$100,000) to support a walking/running track around the CE Barry field property. Submissions will be accepted from Sept. 13 – 30, 2017. The project falls within the guidelines of the grant and it supports health and well-being of all community members.

The board discussed liability, maintenance and ownership of the track items that would need to be agreed upon prior to moving forward.

Johnstone

THAT the Board of Education for School District No. 78 (Fraser-Cascade) partner with the Hope Running Club to pursue the Aviva Community Grant to build a running/walking track around CE Barry field.

207/17-09-12
Partner w/ Hope
Running Club to
pursue running
track around CE
Barry field

CARRIED

E. TRUSTEE REPORTS

- **Trustee Stewin:**
 - Circulated information on Purple Light Night
 - Attended Nelson summer Open House
- **Trustee Johnstone:**
 - SD78 Retirement Dinner
- **Trustee Kerr:**
 - UFV Board of Governor's Luncheon
 - ACE Grad
 - UFV Teacher presentation – video portfolios
 - Shortlisting for VP at Kent
 - Retirement Dinner
 - Nelson Open House
 - Bylaw Ad Hoc meeting
 - Meeting with Facilitator
 - Teleconference with new Education Minister

RECESS

At 8:41pm the chair called for a recess.

The meeting reconvened at 8:53pm.

F. NEW BUSINESS1. Trustee Appointments to Standing Committees

The chair appointed the following trustees to the Board's Standing Committees:

Education	H. Stewin	R. Johnstone	C. Ferguson
Operations & Facilities	J. Koopman	T. Hendrickson	<i>Vacant</i>
Policy Development	H. Stewin	J. Koopman	L. Kerr
Budget Advisory	T. Hendrickson	J. Koopman	C. Ferguson
Aboriginal Education Council	R. Johnstone	T. Hendrickson	n/a

2. Trustee Appointments to Admin Committees

The chair appointed the following trustees to the Board's Admin Committees:

Pro D	L. Kerr	H. Stewin
Technology	R. Johnstone	J. Koopman
Gifted Education	L. Kerr	<i>Vacant</i>
Careers & Transitions	J. Koopman	L. Kerr
Special Education	R. Johnstone	L. Kerr

3. BCPSEA Rep & Alternate

The chair called for nominations for the position of BCPSEA Rep. Nominations were called three times and the following trustee was nominated:

Trustee Johnstone nominated **Linda Kerr** (accepted)

Hearing no further nominations, the chair declared nominations closed for the position of BCPSEA Rep and declared **Linda Kerr** elected by acclamation.

The chair called for nominations for the position of BCPSEA Rep (alternate). Nominations we called three times and the following trustees were nominated:

Trustee Johnstone nominated **Tom Hendrickson** (declined)
Trustee Johnstone nominated **Heather Stewin** (accepted)

Hearing no further nominations, the chair declared nominations closed for the position of BCPSEA Rep (alternate) and declared **Heather Stewin** elected by acclamation.

4. BCSTA FV Branch Rep

The chair asked if any trustees would let their name stand for the position of BCSTA FV Branch Rep. Hearing none, this position will remain vacant at this time.

5. BCSTA Provincial Council Rep

The chair called for nominations for the position of BCSTA Provincial Council Rep. Nominations were called three times and the following trustee was nominated:

Trustee Hendrickson nominated **Ron Johnstone** (accepted)

Hearing no further nominations, the chair declared nominations closed for the position of BCSTA Provincial Council Rep and declared **Ron Johnstone** elected by acclamation.

The chair asked if any trustees would let their name stand for the position of BCSTA Provincial Council Rep (alternate). Hearing none, this position will remain vacant at this time.

6. Trustee Liaison Reps to PACs

Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) discontinue the practice of Trustee Liaison Reps to PACs until such time as a job description is developed.

208/17-09-12
Discontinue Trustee Liaison reps until job description developed

The board discussed the pros and cons of trustee liaison reps to PACs along with the roles of the board chair and superintendent with DPAC. The chair suggested an ad hoc committee be assembled to come up with criteria on the roles of trustee liaisons prior to sending out the invitation letters to PACs.

Amendment:

Tustian

THAT the motion include "for trustees and the staff".

DEFEATED

209/17-09-12
Include trustees & staff in motion - DEFEATED

Kerr

THAT the Board of Education for School District No. 78 (Fraser-Cascade) discontinue the practice of Trustee Liaison Reps to PACs until such time as a job description is developed.

CARRIED

208/17-09-12
Discontinue Trustee Liaison reps until job description developed

7. Oct. 24 Board Meeting Discussion

The superintendent reported that the week of the October 24th board meeting is scheduled with Ministry meetings which staff and the board chair will be attending.

Ferguson

THAT the Board of Education for School District No. 78 (Fraser-Cascade) have one meeting in October 2017 to attend to facilitate other functions.

CARRIED

210/17-09-12
Approval of one board mtg only in October

Tustian

THAT the Board of Education for School District No. 78 (Fraser-Cascade) enact Bylaw 2 in having a Board of Education meeting on the fourth Tuesday in August.

DEFEATED

211/17-09-12
Motion to have board mtg in August - DEFEATED

The rationale was due to the size of the agenda package.

8. Canoe Magazine

This item was discussed under Educational Highlights.

9. Policy #7030 – Physical Restraint of Students**Ferguson**

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

CARRIED

212/17-09-12
Refer Policy
7030 – *Physical*
Restraint of
Students to
Policy Cmmte for
review

The superintendent indicated that the language is no longer current or based on best practice.

10. Policy #7008 – Student Threat Assessment – 1st reading**Koopman**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 1st reading of Policy #7008 – *Student Threat Assessment* as presented.

CARRIED

213/17-09-12
Policy 7008 –
Student Threat
Assessment
– 1st reading

The board expressed concern regarding strikethrough not being used on draft versions of policy. The assistant superintendent explained by changing to the high optic version, the strikethrough wasn't visible. Will continue using high optic contrast for new additions and strikethrough for items being removed.

11. Media Request

The chair brought forward a request from the local media over the summer that asked about the successes of the district and plans for the future. The chair would like input from all trustees to put together one response as a corporate board.

The board had a robust discussion on whether the responses should be individual or collaborated with one spokesperson (board chair).

The chair drew attention to the Trustee Handbook where it states:

- 1) Trustees campaign as an individual but serve as a member of a team.
- 2) Trustees do not have the authority to affect the education system individually.
- 3) A Trustee's success as a Board member is inextricably tied to the success of the Board.

12. Field Tripsa) Fraser-Cascade Mountain School Bundle

- i. HSS & AESS (Grade 8-12) Campbell Lake, Oct. 3
- ii. HSS & AESS (Grade 8-12) TBD, Oct. 11
- iii. HSS & AESS (Grade 8-12) Heron Reserve OR Hope Nicola Trail, Oct. 18
- iv. HSS & AESS (Grade 8-12) Yak Peak (Coquihalla), Sept. 20
- v. HSS & SEC (Grade 7) Mt. Frosty, Sept. 22
- vi. HSS & SCE (Grade 7) Skagit River Trail, Oct. 13
- vii. AESS (Grade 7) Denham's Trail, Sept. 26

Stewin

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the Fraser-Cascade Mountain School field trips as presented.

CARRIED

214/17-09-12
FC Mtn School
field trip bundle

G. UNFINISHED BUSINESS1. Trustee Handbook

The board discussed possible changes to the trustee handbook including:

- Formatting
- Fluency / font colour
- Bullets numbered or underlined (not both)
- Expense sheet – with clear rationale to expenses
- Posted to website
- Include role of trustee liaison
- Technology
- What happens at end of trustee's term
- Board member attendance records
- Self-evaluation
- Superintendent evaluation

The superintendent stated that clarification on some items is required and asked that the ad hoc Trustee Handbook committee be recreated. The chair confirmed that a committee would be struck.

2. Policies – 2nd readinga) Policy #1050 – Retention & Disposal of School District Documents**Koopman**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 2nd reading of Policy #1050 – *Retention & Disposal of School District Documents*, as presented.

215/17-09-12
Policy 1050 –
Retention &
Disposal of SD
Documents
– 2nd reading

CARRIEDb) Policy #4070 – Surveillance Cameras**Koopman**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 2nd reading of Policy #4070 – *Surveillance Cameras*, as presented.

216/17-09-12
Policy 4070 –
Surveillance
Cameras
– 2nd reading

CARRIED

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

Johnstone

Motion to extend the meeting past 10:00pm.

CARRIED

217/17-09-12
Extend mtg past
10:00pm

Due to the time, the chair called for item K (Public Participation) as the next agenda item.

K. PUBLIC PARTICIPATION

- Pedestrian Safety Concerns (District of Kent)

2. Policies – 2nd reading (con't)c) Policy #6225 – Maintenance of Order & Protection of Pupils**Koopman**

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 2nd reading of Policy #6225 – *Maintenance of Order & Protection of Pupils*, as presented.

218/17-09-12
Policy 6225 –
Maintenance of
Order &
Protection of

CARRIED

Trustees Ferguson and Tustian left the meeting at 10:05pm

*Pupils
– 2nd reading*

3. Policies – 3rd reading

a) Policy #4030 – Use of School Grounds, Buildings & Equipment

Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 3rd reading of Policy #4030 – *Use of School Grounds, Buildings & Equipment*, as presented.

219/17-09-12
Policy 4030 –
*Use of School
Grounds,
Building &
Equipment*
– 3rd reading

CARRIED

Trustee Johnstone left the meeting at 10:06pm and returned at 10:08pm

b) Policy #7007 – District Student Code of Conduct

Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 3rd reading of Policy #7007 – *District Student Code of Conduct*, as presented.

220/17-09-12
Policy 7007 –
*District Student
Code of Conduct*
– 3rd reading

CARRIED

c) Policy #7520 – Band Instruments

Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 3rd reading of Policy #7520 – *Band Instruments*, as presented.

221/17-09-12
Policy 7520 –
*Band
Instruments*
– 3rd reading

CARRIED

d) Policy Impact Questionnaire

Koopman

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve 3rd reading of the *Policy Impact Questionnaire*, as presented.

222/17-09-12
*Policy Impact
Questionnaire*
– 3rd reading

CARRIED

4. Joint Use Agreement (FVRD) - new item

The Superintendent announced that the following motion was approved during the Board of Education's *in camera* meeting:

THAT the Board of Education for School District No. 78 (Fraser-Cascade) approve the 2017-18 Joint Use Agreement between the Fraser Valley Regional District and School District 78 (Fraser-Cascade).

The Superintendent explained that this is a reciprocal agreement with no funds being exchanged.

H. REMARKS

1. Superintendent

a) Principal / Vice-Principal Meeting Highlights

The superintendent reported on items discussed, including the Ministry of Education presentation during the BCSSA summer conference.

b) Principals / Vice-Principal Announcement

The superintendent announced the following appointments:

- BBES: Lisa Oike (Principal)
- HHS: Tammy Nazarchuk (Principal)
- Kent: Jessica McKerrow (Vice-Principal)

2. Secretary-Treasurer

a) Enrollment Update

The secretary-treasurer reported that enrollment is currently down by approximately 20 FTE.

3. Assistant Superintendent

a) Naloxone Kits in Schools

The assistant superintendent reported that kits are now in schools and training should be completed by the end of September.

b) Grade 9 MÓytel / KånchEEEn Youth Summit

The assistant superintendent stated that the youth summit will be taking place at Hope Secondary on Sept. 19th.

I. INFORMATION

1. Standing Committee Reports

- a) Budget – *next meeting Nov. 27*
- b) Education – *next meeting Sept. 26*
- c) Ops & Facilities – *next meeting Oct. 17*
- d) Policy – *next meeting Oct. 10*

2. Admin Committee Reports

- a) Careers & Transitions – *next meeting Sept. 19*
- b) Gifted Education – *next meeting TBC*
- c) Pro D (June 12) – *next meeting Sept. 18*

The superintendent reported that the committee discussed topics and speakers for upcoming ProD days.

- d) Special Education – *next meeting TBC*
- e) Technology – *next meeting Sept. 27*

3. Ad Hoc Committee Reports

- a) Bylaw (June 14)

The chair reported that the reworked bylaws that were sent to be vetted have returned.

4. AEC Report (June 14)

5. BCSTA Provincial Council Motions – deadline Sept. 22

The board suggested that Provincial Council should be aware of the Nighttime Safety Awareness Campaign motion submission that was presented at the BCSTA AGM.

6. 2016-17 District Authority Scholarships

The superintendent announced the 2017 graduates that received the \$1,250 District Authority Award/Scholarship from the Ministry of Education:

AESS: Hannah Exley
Dyck Samuel
Jacob MacPherson

HSS: Nathaniel Klassen
Hunter Gauthier
Jessica Henderson
Katharina Sevier-Fries

TREC: Oscar Kolotylo

ACE: Cassandra Grand

BBES: Cheyenne Campbell

7. New Minister of Education Announced

The chair announced that the new Minister of Education is the Honourable Rob Fleming.

8. Adult Basic Education Announcement

The superintendent reported that tuition-free Adult Basic Education is being restored within the K-12 sector, and will be fully-funded.

9. Student Transportation Fund 2017-18

The secretary-treasurer reported that transportation funding is being provided again by the Ministry. Last year the district purchased a bus for the Agassiz end of the district, and this year the funds will be used to help cover field trip costs.

10. Ipad Usage

The superintendent shared information on ways to keep eyes healthy while using ipads and computers.

11. Review of Public Sector Employer's Association Governance

The secretary-treasurer reported that BCPSEA is winding down the Public Administrator responsibilities and transitioning to a more direct role for elected school trustees.

12. Fraser Health re: Air Quality

The superintendent shared a letter from Fraser Health that addresses the air quality as a result of the smoke from fires throughout the province.

13. Field Trips (Approved)

- a) SCE (Grade 1-2) – Rec Centre (Hope) June 13, 15, 22 & 27
- b) SCE (Grade K-3) – Memorial Park (Hope) June 21
- c) HSS (Spec. Ed & LA students) – Cannery (Steveston) June 28
- d) SCE (All grades) – Camp Kawkawa – Sept. 27

J. CORRESPONDENCE

1. Support Letter to City University re: Industrial Arts Certificate Program
2. Pedestrian Safety Concerns (Dist. Of Kent) from Min. of Transportation
The chair confirmed that she will follow up with the Ministry of Transportation.
3. Thank You Note from K. Virteau

K. PUBLIC PARTICIPATION

Nil

L. NEXT MEETING

DATE: **Oct. 3, 2017**
TIME: **7:00 p.m.**
PLACE: **Agassiz Elem-Secondary School**

ADJOURNMENT

Johnstone

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

The meeting adjourned at 10:33pm.

223/17-09-12
Adjournment

Original signed by
Board Chair

LINDA KERR
Chair

Original signed by
Secretary-Treasurer

NATALIE LOWE CPA,CA
Secretary-Treasurer