



**PUBLIC MINUTES OF THE
BOARD OF EDUCATION MEETING
Wednesday, May 11, 2011 (6:00 PM)
DEO Board Room**

IN ATTENDANCE:

BOARD MEMBERS:

Board Chair – Ken Clarkson
Vice-Chair – Eleanor Palis
Trustee – Susan Carr
Trustee – Mike Huber
Trustee – Dave Rempel
Trustee – Stepan Vdovine
Trustee – Kathie Ward

STAFF:

Superintendent – Jan Unwin
Secretary Treasurer – Wayne Jefferson
Deputy Superintendent – David Vandergugten
Manager, Budgets & Financial Reporting – Susanne Instance
Assistant Secretary Treasurer – Peter Bullock
Communications/Community Relations – Seamus Nesling
Executive Assistant – Tracy Orobko

A. OPENING PROCEDURES

1. Call to Order

The meeting was called to order at 6:00 p.m. The Chair welcomed and thanked everyone for attending reading the following statement:

“On behalf of this Board I want to thank you for participating in this democratic process. This Board has made it a priority to seek input from our partner groups and most importantly from you the public. We believe that the best decisions are made when those who are affected by the decision participates in making it. Our budget process has just begun its consultation process and our budget is just today going to the public to receive your feedback. We have made no decisions regarding this budget. We welcome your input and seriously consider your opinions as we try to reach decisions that will have the most benefit for the most students as we go through what seems to be an annual ritual of cuts to our public school system.”

2. Correspondence

- Elementary Band – Letters and Email Messages
- Hon. Minister, George Abbott – Ministry of Education

Moved: Trustee Rempel

Seconded: Trustee Carr

THAT the Board receive all correspondence for information

CARRIED

3. Ordering of Agenda

Moved: Trustee Rempel

Seconded: Trustee Carr

Amendments:

Secretary Treasurer Decision Item: Remove Item “ii. 2011/2012 Budget Timelines & Process Involvement”

Additions:

Superintendent Information Item: Elementary Band

Secretary Treasurer Decision Item: 2011/2012 and Beyond Budget Challenges

Other Business: Ministry of Education’s Correspondence – Trustee Vdovine

THAT the Agenda be ordered as amended.

CARRIED

The Chair asked the audience if there is anyone else who would like to speak to the Agenda.

A question was asked of the Board to explain who decided to add the itinerate staff two (2) years ago to the band teacher position.

B. CONFIRMATION OF MINUTES

1. April 27, 2011 Public Meeting Minutes

Moved: Trustee Rempel

Seconded: Trustee Palis

THAT the Minutes of the April 27, 2011 Public Board Meeting be approved as amended.

CARRIED

C. PRESENTATIONS

Ron Lancaster, Career Program Coordinator

Brad Dingler, Secondary School Apprenticeship ("SSA") Coordinator

Secondary School Apprenticeship Presentation:

Congratulations were extended to the following students for successfully registering in the SSA program, maintaining a C+ average and earning 1100 hours of related work experience as reported to the Industry Training Authority:

Bailey Allen-Hebert	– Hairstylist (Cosmetology)
Nicole Carney	– Hairstylist (Cosmetology)
Sean Bennewith	– Professional Cook
Ian Shuster	– Lather (Interior Systems Mechanic) (Wall and Ceiling Installer)
Johnathon Delorme	– Electrical
Sam Molendijk	– Outdoor Power Equipment Technician
Dalton Abbot	– Professional Cook

All of the students are recipients of a \$1,000 SSA award. Bailey Allen-Hebert and Sean Bennewith were present to receive their \$1,000 award as presented by Chair Clarkson and Mr. Dingler.

RCMP Youth Academy:

Mr. Lancaster presented a video on the Spring Break RCMP Youth Academy held at Cultus Lake. Alisha Summers (GSS) and Rebeka Allen (MRSS), both attendees at this year's camp, provided first-hand experiences and the significant impact the camp had on youth. Highlights included working with officers in various fields of police work such as SWAT, helicopter and tactical teams. Both credited the experience to character and integrity building. Ms. Summers summed up her experience with a "Cadet's Letter Home" letter she read.

A question was asked as to how many young ladies attended to which Ms. Summers replied six (6). The ratio of girls is small as it is physically challenging. Fitness testing is a requirement to join the academy.

A question was asked if both young ladies plan to enter the RCMP. Ms. Allen confirmed yes; Ms. Summers would like to work either in policing or with children.

A question was asked what grade/age attend to which it was responded grades: 11 - 12; aged 16 – 18 years.

A question was asked if the girls felt they learned transferable skills to which both agreed communication skills were strengthened and enhanced.

Mr. Lancaster thanked the community for their ongoing support including the Rotary Club and RCMP.

D. DELEGATIONS

E. CHAIR REPORT

The Chair announced the recent BC School Trustees' Association honours recognizing years of service to the following Trustees: Trustee Vdovine - 6 years; Trustee Ward - 9 years; and Trustee Rempel - 15 Years.

F. DEFERRED ITEMS

G. TRUSTEE MOTIONS

H. CHIEF EXECUTIVE OFFICER'S REPORT

1. Decision Items

- a) Superintendent of Schools
- b) Deputy Superintendent
- c) Secretary Treasurer

Financial Statements – Quarter Three

The Secretary Treasurer presented the Financial Statements with a variance analysis. The Ministry has continued with the Annual Facilities Grant and commended the Government for the continued support.

Clarification of the term "CCW" under Function 1 was noted as 'cafeteria workers'. A deficit could be created in this account due to the timing of events requiring staffing.

Moved: Trustee Rempel

Seconded: Trustee Ward

THAT the Board receive the Secretary Treasurer's Third Quarter Financial Statements.

CARRIED

Proposed Draft Policies: Stakeholder and Senior Team Feedback

Moved: Trustee Rempel

Seconded: Trustee Palis

THAT the Board Policy Development Committee ("Committee") recommends policies 2320, 2915, 2918, 2920 and 4203, as presented to the Committee at its April 27, 2011 meeting be received by the Board for continuation with the consultation process; and

THAT the Board approve the policies for thirty (30) day public consultation on the School District website.

CARRIED

2011 / 2012 and Beyond Budget Challenges

There have been several meetings with stakeholders addressing cost pressures and seeking creative ways to deliver and sustain strong levels of support for programs and services. Staff has created a budget recognizing a declining enrolment. Key work of the budget committee is ensuring the education plan fits inside the financial envelope. There are at least 50 school districts facing declining enrolment.

Finance staff provided an overview of the budget for the public highlighting the impact of the \$2.2 million shortfall. The Manager, Budgets and Financial Reporting, Susanne Instance, provided an overview of areas of proposed cuts to reach a balanced budget. Ms. Instance provided a handout, reviewed same and asked for questions. The proposed budget will be posted to the School District website with a narrative document for public feedback. The final budget will be presented for approval on June 28th.

Moved: Trustee Rempel

Seconded: Trustee Carr

THAT the Board receive the proposed final draft of the 2011/2012 Preliminary Budget as presented to the public for information; and

THAT the Board approve the proposed final draft of the 2011/2012 Preliminary Budget for public consultation on the School District website.

CARRIED

2. Information Items

a) Superintendent of Schools

Elementary Band Program

Superintendent Unwin provided a verbal report noting the importance of staying in alignment with the budget process. Band information was compiled and discussed as one of many District issues. There is much to consider when seeking \$2.2 million. Somehow information around what was in the budget, was released to the public prior to what was released tonight. No decisions have been made. The final budget will be presented to the Board on June 28th.

For background, when potential cutbacks affect personnel, persons affected are made aware so if other opportunities present themselves, they are able to act upon them. Due process was followed.

The Superintendent proceeded to explain the history of the program and the creation of the itinerant position. At the time, there was excess funding and no reason to hesitate offering the program in that form as it was merely changing the model of delivery. Times have changed and the District is reviewing the efficiency and sustainability of the program being delivered in the same manner. Data was provided regarding the number of students serviced at each school; student numbers drive reviews. An example provided related to secondary programs. If a course has less than 20 students enrolled, those courses do not run. Band numbers are significantly less and therefore the District is asking if the current program is operating efficiently, generating conversation. The District is looking at various models of delivering the program using other schools as examples. The Superintendent provided an overview of the demographic expectations over the next three years. Budget pressures are where they have never been before. All school districts are in tight financial times. Conversations have included:

- Fine arts of all kinds, to all students in all schools
- Is it feasible to have only a few students when programs with less than 20 are not operating?
- Elementary kids are missing classroom instructional time
- Could band be offered as an extra-curricular program outside of class time?
- Declining enrolment
- Could grades 6, 7 return to the secondary schools?
- Lost instructional time
- Time in a car is something we have to pay for; additional costs in mileage

The Superintendent read data regarding enrolment at each secondary school. The proposal comes as a cost saving measure aligning with all other tough budget cuts. This Board has had to close two schools. In order to continue with band, staff is considering returning to the previous model where each secondary receives a block of time to service the feeder schools in their catchment. Two handouts were provided.

b) Deputy Superintendent

Distributed Learning - Ministry of Education Audit

Deputy Superintendent, David Vandergugten, provided a verbal report. The 5 member Ministry audit team has not yet provided a written report. The District's net loss is estimated to be \$73K.

Contributing to the loss was a clerical error in terms of double counting of students on the September and February 1701 Ministry reports. Another example included one student not enrolled in French lost funding as it was not recorded in the IEP that he/she should not be taking French. Director Sonne and his team will be reviewing the auditors' data.

Moved: Trustee Rempel

Seconded: Trustee Vdovine

THAT the Board receive the Deputy Superintendent's verbal report on the Ministry of Education's Distributed Learning Audit update for information.

CARRIED

c) Secretary Treasurer

International Education – Agents' Commissions and Other Fees

The Secretary Treasurer referred to the questions raised on the last SOFI report and is confident with the reconciliation of the accounting and reporting practices and referred to the background provided in the Agenda package. Commission fees also relate to management fees paid to Chinese agents who provide services to students: translation, cultural assistance, accessing benefits and residency. Management fees recorded on the SOFI report do not relate to any expense of the District.

With budget challenges, more districts are competing for international students. We are in a competitive market. 'No cost services' SD42 provides, encourages agents to continue conducting business with our district. The International Department is making a contribution towards the operating budget.

The management fee the agent receives would normally come from the parent and paid to the agent who provides services. The \$3K management fee is not reflected on the Financial Statements – they are flow-through monies evident on SOFI to remain completely transparent.

University bridge programs are also competing for revenue. Post-secondary institutions have relaxed entrance requirements severely impacting the District's University Bridge program adding pressure to the International Education budget. Commissions are paid to agents for returning students which is the nature of a competitive market. Upon review of other districts, comparable figures are not comparable. Management fees are not being reported and therefore, not reflected on their SOFI reports.

Moved: Trustee Rempel

Seconded: Trustee Palis

THAT the Board the Board receive the International Educational report for information.

CARRIED

I. COMMITTEE BUSINESS

J. QUESTION PERIOD

A question was asked by a member of the public inquiring into the 180 budget line whereby the commissions were high but the revenue did not reflect it to which the Assistant Secretary Treasurer, Peter Bullock, responded the budget was predicated on the District trying to look into the future to see what the

program would look like. There was an expectation the University Bridge program would change. Other affects include the Canadian dollar gaining strength. Staff matches commission expenses against the services delivered to the student.

A question was asked as to why a band teacher cannot be sent to one school instead of all schools? The Superintendent responded the District pays for the block and it is up to individual schools to schedule.

MRTA President, G. Serra, inquired into the elementary band program. If the District reverts back to the old model, where is the money going to come from? If the secondary has to come up with the block it is still a cut. The Superintendent responded it is not the intent of where the District sits at this time. If reverting to the old model the way it was, the District will save half and find \$55K someplace else.

With respect to the budget, Mr. Serra characterized that there has been consultation. The unions have had a presentation, and today is the first day they have seen the budget.

Mr. Serra inquired into prior correspondence submitted to the Board to which the Chair responded it was addressed at a Closed Board Meeting as it referred to personnel.

K. TRUSTEE REPORTS

Maple Ridge Arts Council Trustee Rempel attended the May 2nd meeting. The newly elected Director is Natasha Hetherington.

Tzu Chi Foundation Trustee Rempel reminded the Board of the June 2nd bursary celebration at Eric Langton Elementary from 3:30 - 5:30 p.m. The Superintendent and Chair will have special duties to perform.

Social Planning Advisory Trustee Huber reported on the continued success of relationship building between various groups and expressed a sincere thanks to the School District for their role with the new community social housing development. An advisory committee is being formed and seeking a Trustee to participate.

Aboriginal Education Trustees Palis and Carr attended the May 9th meeting where they divided into groups to work with students, aboriginal education workers and Principals. Principal, Alan Miller, was welcomed.

Good News Items Trustee Rempel attended an event at Minoru Park helping celebrate Buddha's Birthday and Tzu Chi Foundation's 45th anniversary.

L. OTHER BUSINESS

Hon. Minister George Abbott – Ministry of Education

Trustee Vdovine proposed the Chair write a response to the Minister regarding the Bills 27 and 28 court ruling urging the Government to find resolution with the BCTF and BCPSEA around class size and composition while providing a context of what our District is doing to build relationships.

M. ADJOURNMENT

Moved: Trustee Rempel

Seconded: Trustee Palis

THAT the meeting of the Board be adjourned at 7:51 p.m.

CARRIED



Ken Clarkson, Chair



Wayne Jefferson, Secretary/Treasurer