



**PUBLIC MINUTES OF THE  
BOARD OF EDUCATION MEETING  
Wednesday, March 6, 2024 (6:00 PM)  
Boardroom, District Education Office**

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**IN ATTENDANCE:**

Chairperson – Elaine Yamamoto	Superintendent – Teresa Downs
Vice Chairperson – Kim Dumore	Secretary Treasurer – Richard Rennie
Trustee – Hudson Campbell	Deputy Superintendent – Cheryl Schwarz
Trustee – Gabriel Liosis	Assistant Secretary Treasurer – Iris Mo
Trustee – Mike Murray	Senior Manager, Communications – Irena Pochop
Trustee – Pascale Shaw	Executive Coordinator – Rebecca Lyle
Trustee – Kathleen Sullivan	

**GUEST PRESENTERS:**

Assistant Superintendent – Ken Cober  
Manager, Ridge Meadows College – Gabriel Lloyd

**A. OPENING PROCEDURES**

1. Territory Acknowledgement

The Chairperson acknowledged that this meeting is taking place on the shared traditional and unceded territories of Katzie First Nation and Kwantlen First Nation. The Chairperson welcomed and recognized all First Nations, Métis, and Inuit students and families in our schools and community. The Chairperson welcomed and recognized the many different cultures that are represented in our schools and community.

2. Call to Order

The Chairperson called the Public Board meeting to order at 6:02pm.

The Chairperson welcomed and thanked everyone for attending.

3. Correspondence

4. Approval of Agenda

**Moved/Seconded**

THAT the Agenda be approved as circulated.

**CARRIED**

5. Invitation for Public Input to matters on the Agenda

The Chairperson advised that members of the public were able to provide input on decision items on the Agenda by emailing [board@sd42.ca](mailto:board@sd42.ca) by no later than 5:30pm on March 6, 2024.

Public Input was received regarding Soccer and Basketball Academy fees listed in ITEM 5 – Non-Resident Fees for 2024/25 and 2025/26.

## **B. APPROVAL OF MINUTES**

### **Moved/Seconded**

THAT the Minutes of the February 21, 2024, Public Board Meeting be approved as circulated.

**CARRIED**

## **C. PRESENTATIONS**

### 1. International Education

The Manager, Ridge Meadows College, Gabriel Lloyd presented on the International Education program in the district sharing the organization's structure, business plan, 2023/24 report, benefits, cultural programs, homestay program, and shared student experience in the program.

### **Moved/Seconded**

THAT the Board receive for information the presentation on International Education.

**CARRIED**

## **D. DELEGATIONS**

## **E. DEFERRED ITEMS**

## **F. DECISION ITEMS**

1. Chairperson
2. Superintendent of Schools

### a) Board/Authority Authorized Courses

### **Moved/Seconded**

Assistant Superintendent Cober reported that the Ministry of Education and Child Care mandate, effective July 2, 2019, that all grade 10, 11 and 12 Board Authority/Authorized courses align with revised Ministry requirements and be documented using the Ministry's "BC Graduation Program Board/Authority Authorized (BAA) Course Form".

THAT the Board approve the following Board Authority/Authorized Course: Inspiring Minds 10, effective the commencement of the 2024/25 school year.

**CARRIED**

### b) Non-Resident Fees for 2024/25 and 2025/26

Assistant Superintendent Cober reported on non-resident student fees for the district's international education program for 2024/25 and 2025/26 with a summary of market analysis done on non-resident fees charged by neighbouring school districts, proposed fees for 2025/26 in comparison to approved 2024/25 fees, and new refund and deferral/cancellation fees proposed for the 10 month academic program for 2024/25. Assistant Superintendent Cober further clarified that while the proposed 10 month soccer and basketball academy fees for 2025/26 are \$1,000, the fees are \$550 for students registered for only a 5 month semester.

**Moved/Seconded**

THAT the Board approve International Education program registration refund and a deferral and/or cancelation fees of \$200 for 2024/25:

<b>10 Month Academic Fee Description</b>	<b>2024/25 Proposed Fees</b>
Refund Processing (new)	\$ 200
Deferrals and/or Cancellations (new)	\$ 200

AND FURTHER;

THAT the Board approve the following 10-month academic program fees for non-resident students for 2025/26:

<b>10 Month Academic Fee Description</b>	<b>2025/26 Proposed Fees</b>
Application	\$ 200
Annual Tuition - Elementary	\$ 16,000
Annual Tuition - Secondary	\$ 15,500
Annual Homestay Administration	\$ 350
Annual Homestay - Secondary	\$ 12,000
Annual Homestay - Elementary	\$ 14,000
Custodianship (annual)	\$ 250
Annual Medical Insurance	\$ 1,200
Secondary Student Orientation	\$ 150
Soccer Academy (\$550 per semester)	\$ 1,000
Basketball Academy (\$550 per semester)	\$ 1,000
International Baccalaureate (per year for 2 years)	\$ 1,500
One-Year Graduation	\$ 2,000
Special Diet Requests	\$ 200
Validations	\$ 200
Summer Medical Insurance - Summer Learning	\$ 120
Summer Medical Insurance - MSP Extending Students	\$ 240
Refund Processing	\$ 200
Deferrals and/or Cancellations	\$ 200
Airport fee for Program Start and End	included

AND FURTHER;

THAT the Board approve the following Continuing Education, Online Learning, and Summer Learning course fees for non-resident students for 2025/26:

<b>2025/26 Fees per Course</b>	
Secondary	\$1,200
Elementary	\$750

**CARRIED**

### 3. Secretary Treasurer

#### a) 2022-2026 Operational Plan Updates

##### **Moved/Seconded**

The Secretary Treasurer presented a high-level overview of the operational plan updates on the progress completed up to January 31, 2024 and noted that the operational plans are aligned with the strategic priorities set by the board through the strategic plan.

THAT the Board approve the Operational Plan Updates for the Board of Education, Education, Business Division, Human Resources Department, and Information Technology Department.

##### **CARRIED**

#### b) Regular Board Meeting Schedule for 2024/25

##### **Moved/Seconded**

THAT the Board adopt the following regular Board meeting schedule for 2024/25:

September 18, 2024	March 5, 2025
October 16, 2024	April 16, 2025
November 13, 2024	April 30, 2025
December 4, 2024	May 14, 2025
January 15, 2025	June 18, 2025
February 12, 2025	

##### **CARRIED**

#### c) Personal Professional Development for Trustees

The Secretary Treasurer reported that the professional development budgets for trustees have not been increased since July 1, 2014 and proposed that in order to ensure trustees continue to have access to a full range of personal professional development opportunities and in consideration of the significant rise in the cost of professional development and related travel costs, the current annual budget allocation be increased 33% to \$800 effective July 1, 2024.

##### **Moved/Seconded**

THAT the Board approve the proposed increase to the annual personal professional development allocation for trustees from \$600 to \$800 effective July 1, 2024 with an estimated annual ongoing budget increase of \$1,400.

##### **CARRIED**

### 4. Board Committees and Advisory Committee Reports

- a) Budget
- b) Finance

#### i. Facility Rental Fee Rates for 2024/25

In accordance with Board Policy 10400 Community and Commercial Use of School Facilities and Grounds, Board facilities will be made available to outside users for a fee that, at a minimum, ensures full cost recovery of direct and indirect costs incurred and to be incurred by the Board as a result of making that use available.

The Secretary Treasurer reported that facility rental fee rates are calculated based on either the full cost recovery per square meter per hour or on market rates which are determined by conducting an annual market analysis. After presenting a summary of the Finance Committee of the Whole's recommendation, the Secretary Treasurer requested a change to recommendation as presented in the agenda package to provide an exception of rate for licensed childcare (such that its rate increase is limited to 3% above the 2023/24 rate), before the motion is moved for consideration.

**Moved/Seconded**

THAT the Board approve the facilities rental fee rates for 2024/25 as presented, except that the hourly rental rate per square meter for licensed childcare be set at 9.68 cents for 2024/25.

**CARRIED**

- c) Facilities Planning
- d) Board Policy Development
- e) Education Advisory
- f) Aboriginal Education Advisory
- g) Accessibility Advisory

**G. INFORMATION ITEMS**

- 1. Chairperson
- 2. Superintendent of Schools

- a) Superintendent's Update

The Superintendent presented an overview of her transition into the school district and spoke to the wonderful culture and climate of the schools that she has visited, events she has attended including the 25-year employee recognition celebration, and her engagement with staff, partner groups and representatives of Indigenous peoples.

**Moved/Seconded**

THAT the Board receive the Superintendent's Update, for information.

**CARRIED**

- 3. Secretary Treasurer

- a) Trustee Remuneration for 2024/25

The Secretary Treasurer reported that on May 18, 2022, the previous Board approved that, for the 4-year period from 2022 to 2026, trustee remuneration be adjusted on an annual basis effective on July 1 each year based on the Metro Vancouver Consumer Price Index differential for the prior year. Base Trustee Remuneration for 2024/25 is \$31,400 for Trustees, \$32,900 for Vice Chairperson of the Board, and \$34,400 for Chairperson of the Board. In addition, all trustees will continue to receive an annual automobile allowance for in district travel of \$750.

**Moved/Seconded**

THAT the Board receive the Trustee Remuneration for 2024/25 for information.

**CARRIED**

- 4. Board Committees and Advisory Committee Reports

- a) Budget

- b) Finance
- c) Facilities Planning
- d) Board Policy Development
- e) Education Advisory
- f) Aboriginal Education Advisory
- g) Accessibility Advisory

## **H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS**

### **I. TRUSTEE REPORTS**

#### District Parent Advisory Council

Trustee Murray had no further comments to add to the report.

#### City of Maple Ridge Parks, Recreation and Culture Advisory Committee

Trustee Murray reported on the new facilities planned at Maple Ridge Park and shared that a third spray park is being designed.

### **J. QUESTION PERIOD**

No questions were received.

### **K. OTHER BUSINESS**

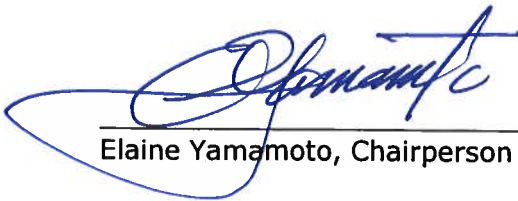
### **L. ADJOURNMENT**

#### **Moved/Seconded**

THAT the Board adjourn the meeting.

#### **CARRIED**

The Public Board meeting adjourned at 7:23pm.



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Elaine Yamamoto, Chairperson



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Richard Rennie, Secretary Treasurer