



**PUBLIC MEETING
OF THE BOARD OF EDUCATION**

District Education Office
22225 Brown Avenue
Maple Ridge BC V2X 8N6

Date: Wednesday, April 17, 2024
Time: 6:00 p.m.

"Minds are like parachutes. They only function when they are open" - James Dewar

A G E N D A

A. OPENING PROCEDURES

ITEM 1

1. Territory Acknowledgement
2. Call to Order
3. Correspondence
 - Letter from Deputy Minister, C. Zacharuk to Superintendent of Schools
 - Letter from Deputy Minister, C. Zacharuk to Board Chairperson
4. Approval of Agenda
5. Invitation for Public Input to matters on the Agenda - *Members of the public can provide input on decision items on the public meeting Agenda by emailing board@sd42.ca by no later than 5:30 pm on April 17, 2024. The email subject line should read: INPUT regarding Decision Item. All public input received will be shared with trustees electronically. This agenda item has a time limit of 10 minutes.*

B. APPROVAL OF MINUTES

1. March 6, 2024 ITEM 2

C. PRESENTATIONS - *Individuals and groups invited by the Board to make presentations on any subject pertinent to Board business. Time limits for individual presentations will be established to allow all speakers to present within the time limit for this item. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.*

1. 2024/25 Proposed Preliminary Budget ITEM 3

D. DELEGATIONS – *the Board will receive delegations on any subject pertinent to Board business provided the item has been placed on the agenda by the Agenda Preparation Committee. Time limits for individual delegations will be established to allow all registered delegations to present within the time limit for this item. The Board will ordinarily receive for information the item presented and may take action after due deliberation. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.*

1. 2024 National Day of Mourning ITEM 4

E. DEFERRED ITEMS

F. DECISION ITEMS

1. Chairperson
2. Superintendent of Schools
3. Secretary Treasurer
 - a) 2024/25 Capital Plan Bylaw ITEM 5
 - b) 2024/25 Annual Facilities Grant Spending Plan ITEM 6
4. Board Committee Reports
 - a) Budget
 - b) Finance

- c) Facilities Planning
- d) Board Policy Development
 - i. Policy Review Update ITEM 7

G. INFORMATION ITEMS

- 1. Chairperson
- 2. Superintendent of Schools
 - a) Superintendent’s Update ITEM 8
- 3. Secretary Treasurer
 - a) Secretary Treasurer’s Update ITEM 9
- 4. Board Committee Reports
 - a) Budget
 - b) Finance
 - c) Facilities Planning
 - d) Board Policy Development
 - i. Policy Review Update ITEM 10

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

I. TRUSTEE REPORTS

- 1. BC School Trustees Association
 - a) BCSTA: Comprehensive Schools Healthy Working Group ITEM 11
- 2. District Parent Advisory Council ITEM 12
- 3. Ridge Meadows Education Foundation ITEM 13
- 4. Ridge Meadows Overdose Community Action Team ITEM 14

J. QUESTION PERIOD ITEM 15

Question period will be restricted to questions only – statements and debate will not be permitted. Questions, with the exception of Trustee questions, will be limited to one question per person. Members of the public can submit questions for the board by emailing them to board@sd42.ca by no later than 5:30 pm on April 17, 2024. The email subject line should read: QUESTION PERIOD. All questions received before the start of the question period will be answered in the order they are received. This agenda item has a time limit of 10 minutes; extension is at the discretion of the board.

K. OTHER BUSINESS

- 1. Public Disclosure of Closed Meeting Business ITEM 16

L. ADJOURNMENT



ITEM 1

To: **Board of Education**

From: Chairperson
Elaine Yamamoto

Re: **OPENING PROCEDURES**

Date: April 17, 2024
(Public Board Meeting)

Decision

1. *TERRITORY ACKNOWLEDGEMENT*

We would like to acknowledge that this meeting is taking place on the shared traditional and unceded territories of Katzie First Nation and Kwantlen First Nation. We welcome and recognize all First Nations, Métis, and Inuit students and families in our schools and community. We welcome and recognize the many different cultures that are represented in our schools and community.

2. *CALL TO ORDER*

3. *CORRESPONDENCE*

- Letter from Deputy Minister, C. Zacharuk to Superintendent of Schools
- Letter from Deputy Minister, C. Zacharuk to Board Chairperson

RECOMMENDATION:

THAT the Board receive the correspondence, for information.

Attachments

4. *APPROVAL OF AGENDA*

RECOMMENDATION:

THAT the Agenda be approved as circulated.

5. *INVITATION FOR PUBLIC INPUT TO MATTERS ON THE AGENDA - Members of the public can provide input on decision items on the public meeting Agenda by emailing board@sd42.ca by no later than 5:30 p.m. on April 17, 2024. The email subject line should read: INPUT regarding Decision Item. All public input received will be shared with trustees electronically. This agenda item has a time limit of 10 minutes.*



March 7, 2024

Ref: 296259

Harry Dhillon, Superintendent
School District No. 42 (Maple Ridge – Pitt Meadows)
Email: harry_dhillon@sd42.ca

Dear Harry Dhillon:

As you know, the Ministry of Education and Child Care (the Ministry) is committed to meaningful truth and reconciliation with Indigenous Peoples. It is imperative that we continue progress towards that important objective and one way is to improve the education outcomes and attendance of Indigenous students in our province.

The “Aboriginal How Are We Doing?” Report (AHAWD) is an annual, public-facing report focusing on Indigenous students in BC. The data in this report provides administrators, teachers, schools, school districts, and the Ministry with important information on Indigenous student outcomes and identifies areas for intervention or further action. This information should inform areas of action identified within your district strategic plan and your annual Enhancing Student Learning report to the Ministry. Your commitment to focusing on this data and determining how you will align district resources in response is critical to increasing equity in our system.

Across the province, the 2022/23 six-year completion rate for Indigenous students in public schools was 74.3 percent compared to 94.5 percent for non-Indigenous students. Looking at the five-year completion rate, 63.4 percent of Indigenous students completed in five years, compared to 91.0 percent of non-Indigenous students. This information must inform our collective work.

Another piece of data that needs our attention is the number of Indigenous students receiving Adult Dogwood credentials who are under 19 years of age. In 2022/23, 58 percent were Indigenous students compared to 38 percent for non-Indigenous students. This is an area of priority focus at the provincial level, and I understand, for many of you at the district level.

First Nations Rightsholders and Indigenous partners have expressed the importance of the Foundation Skills Assessment that provides an important line of sight for all of us into the learning trajectories for Indigenous students and all students.

.../2

For information, specifically in your school district, the Indigenous six-year completion rate has increased by 8.3 percentage points from 82.0 percent in 2018/19 to 90.3 percent in 2022/23. We should be curious to understand the story of these students behind the numbers and look forward to learning more through your annual Enhancing Student Learning reports.

In your school district, with 34 percent participation, the Grade 4 FSA Literacy results were 61 percent on-track or extending for Indigenous students, compared to 69 percent for non-Indigenous students. This data as an early indicator of success is paramount and ensuring students are participating in this assessment is critical.

You have already received a link to a secure SharePoint site that contains your district's AHAWD Report. If you need this link again, please reach out to Jeremy Higgs, Executive Director, Governance and Analytics Division via email at: Jeremy.Higgs@gov.bc.ca. This version is different from the public version as it contains unmasked results, even where cohort numbers are below 10 individuals. Key highlights of your school district's AHAWD Report are attached (Appendix 1).

Public versions of the provincial and local 2022/23 AHAWD Reports (including your FSA results) are available on the [Student Success](#) website.

Indigenous students are a priority under the Framework for Enhancing Student Learning and recently you heard from the Ministry with a summary of feedback on your Enhancing Student Learning Report. The data and insights from the AHAWD Report should go hand in hand with district continuous improvement processes and adapting strategies to improve outcomes and attendance of all Indigenous students.

I encourage you to continue to strengthen relationships with the local First Nation(s) and your Indigenous Education Council using these results as a foundation for the conversation. Honest discussions about the present state of achievement are one way for districts, First Nations, and Indigenous partners to work collaboratively to benefit and improve learning for Indigenous students and all students.

Sincerely,



Christina Zacharuk
Deputy Minister

Appendix 1 – Highlights SD42 Maple Ridge-Pitt Meadows

pc: Elaine Yamamoto, Chair, School District No. 42 (Maple Ridge – Pitt Meadows)
Kathleen Anderson, Indigenous Education Lead
Cheryl Schwarz, Indigenous Education Lead
Jeremy Higgs, Executive Director, Governance and Analytics Division, Ministry of
Education and Child Care

Appendix 1 Highlights – SD42 Maple Ridge-Pitt Meadows

Foundation Skills Assessment

Grade 4 Literacy assessment: 28% of Aboriginal learners participated in 2018/19 compared to 34% in 2022/23. Persistent gap in On Track & Extending between Aboriginal and non-Aboriginal learners in 2022/23 (61% vs. 69%).

Grade 4 Numeracy assessment: 28% of Aboriginal learners participated in 2018/19 compared to 34% in 2022/23. Persistent gap in On Track & Extending between Aboriginal and non-Aboriginal learners in 2022/23 (42% vs. 55%).

Grade 7 Literacy assessment: 26% of Aboriginal learners participated in 2018/19 compared to 28% in 2022/23. Persistent gap in On Track & Extending between Aboriginal and non-Aboriginal learners in 2022/23 (61% vs. 63%).

Grade 7 Numeracy assessment: 26% of Aboriginal learners participated in 2018/19 compared to 27% in 2022/23. Persistent gap in On Track & Extending between Aboriginal and non-Aboriginal learners in 2022/23 (30% vs. 45%).

Completion Rate

Five-Year Completion Rate for Aboriginal learners has increased 6.0 percentage points from 75.5% in 2018/19 to 81.5% in 2022/23. The rate for non-Aboriginal learners has increased 5.2 percentage points from 90.2% in 2018/19 to 95.4% in 2022/23.

Six-Year Completion Rate for Aboriginal learners has increased 8.3 percentage points from 82.0% in 2018/19 to 90.3% in 2022/23. The rate for non-Aboriginal learners has increased 5.8 percentage points from 93.3% in 2018/19 to 99.1% in 2022/23.

Six-Year Completion Rate without Adult Dogwood (Adjusted Rate) for Aboriginal learners has increased 9.8 percentage points from 71.1% in 2018/19 to 80.9% in 2022/23.



March 26, 2024

Ref: 295413

Elaine Yamamoto, Chair
Board of Education
School District No. 42 (Maple Ridge – Pitt Meadows)
Email: elaine_yamamoto@sd42.ca

Dear Elaine Yamamoto:

I am responding to your letter dated October 18, 2023, requesting approval for the Maple Ridge – Pitt Meadows Board of Education to underspend its targeted Indigenous Education funding amount for the 2022/23 school year. As this is targeted funding under Section 106.4 of the *School Act*, Boards of Education must request permission from the Minister of Education and Child Care to underspend their target on an annual basis. As Deputy Minister of Education and Child Care, I am pleased to respond on the Minister's behalf.

Pursuant to section 106.4(2) of the *School Act*, approval is granted for the Board to underspend its 2022/23 school year Indigenous Education target in an amount up to \$350,905. This variation of direction is granted on the condition that these funds will be brought forward and added to the 2023/24 school year Indigenous Education targeted amount to be expended on Indigenous Education programs. I encourage you to discuss your Indigenous Education targeted funding plans with the District Indigenous Education Council or equivalent to ensure respectful and meaningful engagement with Indigenous Peoples on the use of these funds.

The attachment to this letter contains statistics about your school district's Indigenous student outcomes. I hope we will see you build upon these achievements and strive for strong academic results for all your students in the current and subsequent school years.

If you have any questions or require further information regarding the financial reporting of Indigenous Education expenses, please contact Ian Aaron, Director, School District Financial Reporting, Resource Management Division, by phone at (250) 415-1073 or by email at Ian.Aaron@gov.bc.ca.

.../2

If you have any questions or require further information regarding how the Ministry of Education and Child Care is supporting delivery of Indigenous Education programs, please contact Francis Recalma, Manager, Indigenous Education, System Liaison and Supports Division, by phone at (250) 882-6273 or by email at Francis.Recalma@gov.bc.ca.

Again, thank you for writing.

Sincerely,



Christina Zacharuk
Deputy Minister

Attachment – SD42 (Mape Ridge-Pitt Meadows) Indigenous Student Achievements

cc: Ian Aaron, Director, School District Financial Reporting,
Resource Management Division, Ministry of Education and Child Care
Caroline Ponsford, A/Executive Director, Resource Management Division,
Ministry of Education and Child Care
Amber Shilling, Executive Director, System Liaison and Supports Division,
Ministry of Education and Child Care
Francis Recalma, Manager, Indigenous Education, System Liaison and
Supports Division, Ministry of Education and Child Care
Harry Dhillon, Superintendent, School District No. 42 (Maple Ridge – Pitt Meadows)
Richard Rennie, Secretary-Treasurer, School District No. 42
(Maple Ridge – Pitt Meadows)
Kristin Urdahl-Serr, Principal Aboriginal Education, School District No. 42
(Maple Ridge – Pitt Meadows)

Attachment – SD42 (Maple Ridge-Pitt Meadows) Indigenous Student Achievements

Foundation Skills Assessment

In 2022/23 on the Grade 4 Literacy assessment, 61% of Indigenous students were “On Track” or “Extending” expectations on the revised FSA compared to 69% of Non-Indigenous students in SD42.

In 2022/23 on the Grade 4 Numeracy assessment, 42% of Indigenous students were “On Track” or “Extending” expectations on the revised FSA compared to 55% of Non-Indigenous students in SD42.

In 2022/23 on the Grade 7 Literacy assessment, 61% of Indigenous students were “On Track” or “Extending” expectations on the revised FSA compared to 63% of Non-Indigenous students in SD42.

In 2022/23 on the Grade 7 Numeracy assessment, 30% of Indigenous students were “On Track” or “Extending” expectations on the revised FSA compared to 45% of Non-Indigenous students in SD42.

Six-year Completion Rate

Six-year completion rate for Indigenous students has increased from 82.0% in 2018/19 to 90.3% in 2022/23.

Six-year completion rate for Non-Indigenous students has increased from 93.3% in 2018/19 to 99.1% in 2022/23.

Transitions to BC Public Post-Secondary Institutions

Of 65 Indigenous graduates from SD42 in 2017/18, 24 (37%) immediately transitioned to B.C. public post-secondary institutions, and within 4 years after grad, 37 (57%) had transitioned into post-secondary.

Of 843 Non-Indigenous graduates from SD42 in 2017/18, 416 (49%) immediately transitioned to B.C. public post-secondary institutions, and within 4 years after grad, 557 (66%) had transitioned into post-secondary.



ITEM 2

To: **Board of Education**

From: Chairperson
Elaine Yamamoto

Re: **APPROVAL OF MINUTES**

Date: April 17, 2024
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the March 6, 2024, Public Board Meeting be approved as circulated.

Attachment



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

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 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.

CARRIEDb) 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 cancellation fees of \$200 for 2024/25:

10 Month Academic Fee Description	2024/25 Proposed Fees
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:

10 Month Academic Fee Description	2025/26 Proposed Fees
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:

2025/26 Fees per Course	
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.

CARRIEDb) 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	

CARRIEDc) 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.

Elaine Yamamoto, Chairperson

Richard Rennie, Secretary Treasurer



ITEM 3

To: **Board of Education** From: Budget Committee of the Whole

Re: **2024/25 PROPOSED PRELIMINARY BUDGET** Date: April 17, 2024 (Public Board Meeting)

Information

BACKGROUND/RATIONALE:

The Proposed Preliminary Budget 2024/25 is presented to the Board for information. The full document can be reviewed on the school district website in the afternoon of April 17, 2024: <https://www.sd42.ca/board-of-education/budget-process/2024-budget-process/>

Opportunity for feedback

An opportunity for public and partner group input to the Budget Committee of the Whole on the Proposed Preliminary Budget will be held at 6:00pm, April 24, 2024, at Thomas Haney Secondary, Room 2032 (Suddaby Room).

Groups or individuals who wish to present their views on the Proposed Preliminary Budget at the April 24 Budget Committee of the Whole meeting must register and provide any written submissions via email to budget@sd42.ca **no later than noon on April 22, 2024**. All submissions to the Board are considered to be public documents. The Board, therefore, reserves the right to make any submissions available to the public and placed on the website.

Individuals who wish to share their views on the Proposed Preliminary Budget are also invited to participate in the online budget survey open from April 18 to 12:00pm (noon) on April 25, 2024.

The Board of Education will make their final deliberations and adopt the 2024/25 Preliminary Budget at the Public Board meeting scheduled for May 1, 2024.

RECOMMENDATION:

THAT the Board receive the 2024/25 Proposed Preliminary Budget for information and initiation of the public consultation process.



ITEM 4

To: **Board of Education**

From: Chairperson
Elaine Yamamoto

Re: **2024 NATIONAL DAY OF MOURNING
DELEGATION**

Date: April 17, 2024
(Public Board Meeting)

Information

BACKGROUND:

The following delegate is registered to present on the 2024 National Day of Mourning:

- Christy Slauenwhite, delegate with the New Westminster & District Labour Council (NWDLC)

RECOMMENDATION:

THAT the Board receive for information the delegation on the 2024 National Day of Mourning.



ITEM 5

To: **Board of Education**

From: Secretary Treasurer
Richard Rennie

Re: **CAPITAL PLAN BYLAW FOR 2024/25**

Date: April 17, 2024
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

On June 21, 2023, the Board approved the Major Capital Program projects for the Capital Plan submission to the Ministry of Education and Child Care (MECC). On September 20, 2023, the Board approved the Minor Capital Program projects for the Capital Plan submission to the MECC. This Capital Plan is for the five years beginning on April 1, 2024 for 2024/25.

On March 15, 2024, the MECC issued a Ministry Response Letter to the Annual Five-Year Capital Plan Submission (**Attachment A**) identifying major capital project that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and can proceed to procurement.

To access funding for the projects included in the Ministry Response Letter and in accordance with the current Ministry of Education and Child Care procedures regarding capital bylaws, the Board must adopt a single Capital Bylaw which authorizes an appropriate official to execute project agreements related to the expenditures contemplated by the underlying capital plan. (**Attachment B**)

RECOMMENDATION:

- (1) THAT the Capital Bylaw No. 2024/25-CPSD42-01 – be given three (3) readings at this meeting.** (vote must be unanimous)

- (2) THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Capital Bylaw No. 2024/25-CPSD42-01 be:**
Read a first time on the 17th day of April, 2024;
Read a second time on the 17th day of April, 2024;
Read a third time, passed, and adopted on the 17th day of April, 2024.

Attachments



March 15, 2024

Ref: 297326

To: Secretary-Treasurer and Superintendent
School District No. 42 (Maple Ridge-Pitt Meadows)

Capital Plan Bylaw No. 2024/25-CPSD42-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2024/25

This letter is in response to your School District's 2024/25 Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs and provides direction for advancing supported and approved capital projects. **Please see all bolded sections below for information.**

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Food Infrastructure Program (FIP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and can proceed to procurement.

MAJOR CAPITAL PROJECTS (SMP, EXP, REP, SAP, RDP)

Projects in Development from Previous Years

Project #	Project Name	Project Type	Comments
159008	Pitt Meadows Secondary	Replacement School	Please submit final Project Definition Report (PDR) to Ministry as soon as possible.
150060/ 150372	Harry Hooge Elementary	Addition/Seismic	Please submit a Project Definition Report (PDR) to Ministry as soon as possible.

Follow-up meetings will be scheduled by your respective Regional Director or Planning Officer regarding next steps. Also, note that Capital Project Funding Agreements (CPFA) are not issued for Major Capital Projects until after the Business Case and all other required supporting documentation is received, reviewed, and approved for funding by the Ministry.

NOTE: The Ministry encourages school districts to pursue simplified designs for new schools or expansion of existing schools. As projects proceed to Business Case, stakeholder engagement and design phases, please ensure simplified design parameters are considered as per the attached *Simplified Designs Guidelines*.

MINOR CAPITAL PROJECTS (SEP, FIP, CNCP, BEP, PEP, BUS)

Below are tables for the minor capital projects that are approved. The table identifies School Enhancement Program (SEP), Food Infrastructure Program (FIP), Carbon Neutral Capital Program (CNCP), Building Envelope Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

New projects for SEP, FIP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Edith McDermott Elementary	SEP - HVAC Upgrades	\$900,000	Proceed to design, tender & construction. To be completed by March 31, 2025.
Edith McDermott Elementary	CNCP - HVAC Upgrades	\$550,000	Proceed to design, tender & construction. To be completed by March 31, 2025.
Edith McDermott Elementary	PEP - Universally Accessible Playground Equipment	\$195,000	Proceed to design, tender & construction. To be completed by March 31, 2025.

Edith McDermott Elementary	FIP - Kitchen Equipment and Upgrade	\$60,000	Proceed to design, tender & construction. To be completed by March 31, 2025.
Garibaldi Secondary	FIP - Kitchen Equipment and Upgrade	\$30,000	Proceed to design, tender & construction. To be completed by March 31, 2025.
Golden Ears Elementary, Pitt Meadows Secondary, Samuel Roberston Technical Secondary	FIP - Kitchen Upgrade	\$15,000	Proceed to design, tender & construction. To be completed by March 31, 2025.
Fairview Elementary	Building Envelope Upgrade	TBD	BC Housing will contact you regarding next steps in project development.
Pitt Meadows Elementary	Building Envelope Upgrade	TBD	BC Housing will contact you regarding next steps in project development.

An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2024/25 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Bylaw Number provided at the beginning of this document) for its approved 2024/25 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated, and emailed to the Ministry's Capital Management Branch at CMB@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

As the 2024/25 Capital Plan process is now complete, the Capital Plan Instructions for the upcoming 2025/26 Annual Five-Year Capital Plan submission process (using the Ministry's Capital Asset Planning System (CAPS) online platform) will be available on the Ministry's [Capital Planning](#) webpage by April 1st, 2024.

School districts' capital plan submission deadlines for the 2025/26 fiscal year, using the CAPS online platform, will be as follows:

- **June 30, 2024**
 - Major Capital Programs (SMP, EXP, REP, RDP, SAP)

- **July 1, 2024**
 - Major Capital Programs (BEP)
- **September 30, 2024**
 - Minor Capital Programs (SEP, CNCP, PEP, BUS)
- **October 1, 2024**
 - Minor Capital Programs (FIP)

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the next budget cycle, while enabling school districts additional time and flexibility to plan over the summer.

Additionally, the Annual Facility Grant (AFG) project requests for the 2024/25 fiscal year are to be submitted using the CAPS online platform, on or before May 31, 2024.

NOTE: It is strongly encouraged that school districts discuss the draft versions of their intended capital projects and AFG project requests with Ministry staff well in advance of submission deadlines.

As a school district with a School Site Acquisition Charge (SSAC) scheme in place, please also be advised that the eligible school site requirement set out in the final resolution of the Board of Education in accordance with s. 574(5) of the *Local Government Act*, is duly accepted by the Ministry as part of the Board's approved capital plan for 2024/25.

The Board should forthwith adopt a bylaw setting the School Site Acquisition Charges for the School District, as s. 575(3) of the *Local Government Act* prescribes that a SSAC may only come into effect 60 days (inclusive of weekends and holidays) after that bylaw is adopted by a board of education. At that point, local government may commence the collection of an applicable per dwelling unit charge from residential developers on behalf of a board.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Specific questions about SSAC should be directed to Regional Director [Travis Tormala](#).

Sincerely,



Damien Crowell, Executive Director
Capital Management Branch

pc: Geoff Croshaw, Acting Director, Major Capital Projects, Capital Management Branch
Michael Nyikes, Director, Minor Capital Projects, Programs and Finance, Capital Management Branch

CAPITAL BYLAW NO. 2024/25-CPSD42-01
CAPITAL PLAN 2024/25

WHEREAS in accordance with section 142 of the School Act, the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education and Child Care (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the School Act, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the **2024/25** Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary Treasurer and Superintendent, dated **March 15, 2024**, is hereby adopted.
- 2. This Capital Bylaw may be cited as School District No. 42 (Maple Ridge-Pitt Meadows) Capital Bylaw No. **2024/25-CPSD42-01**.

READ A FIRST TIME THE **17th DAY OF APRIL, 2024;**
READ A SECOND TIME THE **17th DAY OF APRIL, 2024;**
READ A THIRD TIME, PASSED THE **17th DAY OF APRIL, 2024.**

CORPORATE SEAL

Board Chairperson

Secretary Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 42 (Maple Ridge-Pitt Meadows) Capital Bylaw No. **2024/25-CPSD42-01** adopted by the Board the **17th day of April, 2024.**

Secretary Treasurer



ITEM 6

To: **Board of Education** From: Richard Rennie
Secretary Treasurer

Re: **2024/25 ANNUAL FACILITIES** Date: April 17, 2024
GRANT SPENDING PLAN (Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The Annual Facility Grant (AFG) was established to account for Ministry of Education and Child Care grants and expenditures relating to annual facility maintenance projects. The AFG allocation is comprised of two components: an operating component within the Special Purpose Fund, and bylaw capital component within the Capital Fund. The funding is first allocated to the provincial Capital Asset Management System (CAPS) and the balance is distributed to school districts.

The AFG special purpose funding allocation for SD42 for 2024/25 is \$517,597 of which \$44,051 is allocated to CAPS and retained by the ministry, leaving \$473,546 to be allocated by the board for facility maintenance projects. The AFG bylaw capital allocated to SD42 for 2024/25 is \$2,790,618 for a total AFG allocation of \$3,308,215.

AFG funding is intended to fund projects required to maintain facility assets through their anticipated economic life and to prevent premature deterioration of these assets. AFG funds may be spent for the purpose of:

- upgrading or replacing existing facility components throughout the expected economic life of an existing capital asset;
- enhancing the service potential of an existing capital asset or a component of an existing capital asset by correcting deficiencies in design or construction and unsafe conditions;
- significantly lowering the associated operating costs of an existing capital asset; or
- extending the life of an existing capital asset or a component of an existing capital asset beyond its original life expectancy.

School districts are required to prepare an annual AFG spending plan for projects and expenses and submit it to the ministry for approval on or before April 30, 2024. The AFG spending plan is determined based on the review of deferred maintenance requirements. Priority for funding is given to emerging maintenance requirements that must be addressed to ensure continued operations. This may result in the deferral of planned maintenance for building components that are still functional.

The table in **Attachment A** outlines the spending plan for projects to be funded from the AFG and completed between April 1, 2024, and March 31, 2025. It includes allocations for learning support spaces enhancements (\$0.10M), accessibility enhancements (\$0.05M), HVAC (\$1.21M), roofing (\$1.03M), plumbing (\$0.08M), and others (\$0.84M).

The Board approved AFG spending plan will be incorporated in the 2024/25 Preliminary Budget Bylaw that will be approved by the Board.

RECOMMENDATION:

THAT the Board approve the 2024/25 Annual Facility Grant Spending Plan and authorize the Secretary Treasurer to submit the 2024/25 AFG Spending Plan to the Ministry of Education and Child Care.

Attachment A

Location	AFG Project Description (Special Purpose Fund)	Budget
Blue Mountain Elementary	Repaint gym lines	\$ 5,595
District Wide	Capital Asset Management System	44,051
District Wide	Project management annual software license	8,459
District Wide	Accessibility enhancements	30,000
District Wide	Support spaces enhancement	100,000
District Wide	Exterior/interior painting	164,000
Fairview Elementary	Repaint doors	2,000
Garibaldi Secondary	Accessibility-move café service counter & flooring	20,000
Garibaldi Secondary	Re-bench 2 sanitary catch basins	3,000
Golden Ears Elementary & Blue Mountain Elementary	Stucco/cladding investigation	15,051
Golden Ears Elementary	Boiler repair	30,000
Golden Ears Elementary	Replace kitchen & vestibule flooring in staff room 1021	8,420
Golden Ears Elementary	Replace hard flooring in room 1073, 1074, 1078	27,786
Laity View Elementary	Repair perimeter soffits & door paint	4,000
Laity View Elementary	Replace carpet in office 1026A	2,043
Laity View Elementary	Replace carpet and vinyl flooring in classroom 1032	8,741
Laity View Elementary	Re-bench 1 sanitary catch basin	2,000
Maple Ridge Elementary	Re-bench 1 sanitary catch basin	2,000
Samuel Robertson Technical Secondary	Resurface gym floor	7,765
Samuel Robertson Technical Secondary	Replace ceiling in girls washroom	25,000
Thomas Haney Secondary	Replace carpet (main admin)	7,686
Total AFG Special Purpose Fund		\$ 517,597
Location	AFG Project Description (Capital Fund)	Budget
District Wide	Miscellaneous mechanical repairs	\$ 100,000
Edith McDermott Elementary	Design boiler system	30,000
Edith McDermott Elementary	Design for HVAC system upgrades	70,000
Garibaldi Secondary	Theatre lighting	24,000
Garibaldi Secondary	Refinish gymnasium floors	48,300
Garibaldi Secondary	Parking lot paving repairs	65,000
Golden Ears Elementary	Wall carpet removal	100,000
Kanaka Creek Elementary	Variable air volume box airflow sensors	5,200
Kanaka Creek Elementary	New toilet partitions	100,000
Laity View Elementary	Replace hard flooring in four classrooms	37,000
Laity View Elementary	Replace roof top unit RTU-1	125,000
Laity View Elementary	Replace boilers	250,000
Maple Ridge Elementary	Replace flooring in two washrooms and vestibule to exit door	11,000
Maple Ridge Secondary	Replace DHW lines - Phase 1	50,000
Operations Building	Replace boilers	268,279
Riverside Centre	Upgrade Digital Control (DDC) controls	100,000
Samuel Robertson Technical School	DDC panel upgrade	76,839
Thomas Haney Secondary	Replace carpet in learning centre	6,000
Thomas Haney Secondary	DDC panel upgrade	150,000
Websters Corner Elementary	Repair buckling metal cladding	125,000
Websters Corner Elementary	Reroof sections 1-1a,b & c	235,000
Westview Secondary	Reroof sections 16, 17, 23 and 24 a&b	790,000
Whonnock Elementary	Tank liner	24,000
Total AFG Capital Fund		\$ 2,790,618
Total Annual Facilities Grant		\$ 3,308,215



ITEM 7

To: **Board of Education**

From: Board Policy Development Committee

Re: **POLICY REVIEW UPDATE**

Date: April 17, 2024
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The Board Policy Development Committee has developed a work plan for 2022 to 2026 with a goal of reviewing all existing board policies over the four-year term.

On March 13, 2024, the Committee met, reviewed, and is recommending non-substantive changes to the following policies:

- Policy 5401: Use of Board-Owned Buses (**Attachment A**)
- Policy 10400: Community and Commercial Use of School Facilities and Grounds (**Attachment B**)

There are no legislative changes impacting these policies, and no substantive changes were identified by the Committee.

RECOMMENDATION:

THAT the Board approve the following updated policies:

- **5401: Use of Board-Owned Buses**
- **10400: Community and Commercial Use of School Facilities and Grounds**

Attachments

ATTACHMENT A



SD 42 POLICY: 5401

USE OF BOARD-OWNED BUSES

The Board of Education ("Board") may own and operate buses that are used primarily for transporting ~~School-school District-district~~ students to and from school and ~~school-school-~~related functions. Only authorized drivers may operate Board-owned buses.

DEFINITIONS

Bus -- Any vehicle with a seating capacity of more than ten persons including the driver is defined by the Motor Vehicle Act as a bus.

Board owned bus -- A ~~board-Board-~~owned bus is any vehicle that is the property of the school district with a seating capacity of more than ten persons including the driver ~~that is the property of the school district.~~

AUTHORITY

The Board authorizes the Superintendent to establish and maintain procedures that ~~will~~ guide the implementation of this policy.

GUIDING PRINCIPLES

- 1. A bus used to transport students is required to have a valid school bus permit.
- 2. All bus drivers of ~~board-Board-~~owned buses must be authorized by the Superintendent or designate.
- 3. Drivers who are responsible for transporting students ~~must should~~ be trained, experienced, and have a safe driving record and have a valid qualifying driver's licence.
- 4. ~~Board-Board-~~owned buses are used primarily for transporting School-school District district students to and from school and ~~school-school-~~related functions.
- 5. ~~Board-Board-~~owned buses may be made available, at the discretion of the Superintendent or Secretary-Treasurer, for other occasional school district purposes, ~~or for transporting groups of school age children who are involved in activities sponsored by other pre-approved public bodies. Such use shall be conditional upon the recovery of all costs.~~

APPROVED: June 19, 2019

UPDATED: March 2024

ATTACHMENT B



SD 42 POLICY: 10400

COMMUNITY AND COMMERCIAL USE OF SCHOOL FACILITIES AND GROUNDS

POLICY STATEMENT

Under the School Act, the Board of Education (~~the~~ "Board") is obligated to provide facilities and grounds sufficient to conduct sSchool aAge education programs. The efficient operation of such programs is recognized as the primary purpose of all district facilities and grounds.

The Board recognizes, however, that all taxpayers contribute to the cost of constructing and maintaining local facilities and grounds through provincial taxation. The Board agrees, therefore, to extend to the public the privilege of having access to Board facilities and grounds provided it does not interfere with school programs or other Board initiatives and can only be allowed at no cost to the Board. In the event of a violation of this privilege, the Board reserves the right to cancel the use of any school facility or grounds.

The Board reserves the right to enter into reciprocal agreements with the City of Maple Ridge and the City of Pitt Meadows with respect to site acquisition, development, operations, use and maintenance. In addition, the Board reserves the right to enter into agreements with those agencies respecting the cooperative use of facilities and grounds for providing community programs and services. Financial arrangements for such agreements will be negotiated separately between the Board and the participating agencies.

AUTHORITY

The Board assigns the responsibility for the implementation of this policy to the Secretary Treasurer and authorizes the Secretary Treasurer to establish procedures that will guide the implementation of this policy.

GUIDING PRINCIPLES

Board property will be made available to licensed child care providers, as defined in the School Act, on business days between the hours of 6:00 a.m. and 6:00 p.m. provided that:

- a. any use of Board facilities and grounds by a licensed child care provider does not disrupt or otherwise interfere with the provision of educational activities, and
- b. the revenue obtained by the ~~B~~board from licensed child care providers using Board facilities and grounds equals the direct and indirect costs incurred and to be incurred by the board as a result of making that use available.

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 ~~B~~board as a result of making that use available. On an annual basis, the fee structure will be reviewed and presented to the Board for approval.

School grounds are closed from 10:00 p.m. to 6:00 a.m. ~~Any use of school property without the~~

~~benefit of a rental contract is in violation of the Trespass to Property Act.~~

The rental of all school facilities and grounds is the responsibility of the Secretary Treasurer. Revenues derived from the rentals of all school facilities and grounds are the property of the district and will be shared with schools for the support of school programs.

The Board reserves the right to refuse the use of school facilities by any community, commercial or political organization whose activities and messaging does not reflect the vision, mission, values and policies of the District including Policy 9410: Safe Caring and Healthy Schools and Policy 9415: Inclusive Schools.

The Board reserves the right to refuse entering into rental agreements and the right to terminate existing rental agreements with parties that fail to provide and maintain general liability insurance with insurers licensed in British Columbia and in forms and amounts acceptable to the Board.

The use of school district facilities and grounds shall be prioritized as follows:

- **First Priority:** School Use - Regular school curricular activities and extra-curricular activities that are authorized, organized, and supervised by school staff.
- **Second Priority:** District Programs – All other District programs, services and initiatives.
- **Third Priority:** Negotiated agreements with the City of Maple Ridge and the City of Pitt Meadows.
- **Fourth Priority:** All other outside groups.

The above priorities apply, except where a Board approved agreement requires otherwise. Despite historical rights, any user may be bumped from a particular time, day or facility or grounds based on the priority of use noted above. The group doing the bumping is expected to give as much notice as is possible.

~~Section 2.2 of the~~ The Tobacco and Vapour Products Control Act prohibits all persons from smoking, ~~vaping or~~ using tobacco, ~~or~~ holding lighted tobacco, or using an e-cigarette in or on school property. Ceremonial use of tobacco may be permitted with the approval of the ~~Secretary Treasurer~~ Superintendent or designate.

The consumption of cannabis is prohibited at all times on school district property and in all school district facilities.

The consumption of alcoholic beverages on school district property may be permitted in some circumstances. The specific requirements for this use can be found in Board Policy 5905 Alcohol – Consumption, Possession and Storage.

APPROVED: September 25, 2013

~~AMENDED: December 11, 2019~~ UPDATED: February 2024



ITEM 8

To: **Board of Education**

From: Superintendent
Teresa Downs

Re: **SUPERINTENDENT'S UPDATE**

Date: April 17, 2024
(Public Board Meeting)

Information

RECOMMENDATION:

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



ITEM 9

To: **Board of Education**

From: Secretary Treasurer
Richard Rennie

Re: **SECRETARY TREASURER'S UPDATE**

Date: April 17, 2024
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the Secretary Treasurer's Update, for information.



ITEM 10

To: **Board of Education**

From: Board Policy Development Committee

Re: **POLICY REVIEW UPDATE**

Date: April 17, 2024
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

The Board Policy Development Committee has developed a work plan for 2022 to 2026 with a goal of reviewing all existing board policies over the four-year term.

On March 13, 2024, the Committee met, reviewed, and is proposing substantive changes to the following policy:

Policy	Comments
5780: Appropriate Use of Information Technology and Communication Systems (Attachment A)	Updates include: <ul style="list-style-type: none"> • a broadened scope that includes remote access and file backups • more explicit outlining of various conditions of use including confidentiality and privacy • prohibition on use of technology and systems for bullying and harassment • restriction on inputting personal or sensitive information into third-party applications • guidelines for student cell phone and digital device use in classrooms • emphasis on responsible and respectful use of social media within the school community

Input from education partners and the public is invited from April 18 to June 10, 2024. After receiving input, the Committee will have another opportunity to review the policies before they are presented to the Board for approval on June 19, 2024.

RECOMMENDATION:

THAT the Board receive drafts of the following policy for information and continuation of the consultation process:

- **5780: Appropriate Use of Information Technology and Communication Systems**

Attachment



SD 42 POLICY: 5780

**APPROPRIATE USE OF
INFORMATION TECHNOLOGY AND COMMUNICATION SYSTEMS –**

APPROPRIATE USE POLICY

The Board ~~recognizes the importance of~~ Education ("Board") ~~provides~~ information technology hardware, software and related infrastructure as part of the School District's operations and recognizes the increasing importance of technology tools as a part of the classroom and curriculum. ~~The Board provides on-line systems and on-line resources (information communication technology systems or "ICTS") in supporting ("ITCS") to support~~ the delivery of educational programs, ~~services~~ and the business operations of the ~~School District.~~ ~~district.~~ On-line resources include all material that is accessed through a ~~School District~~ ~~district~~ computer or via the ~~School District~~ ~~district~~ telecommunications network through a personal device.

~~The Board is committed, within available resources, to providing accessible, reliable and secure on-line systems and resources to students, staff and approved guests for the purpose of learning, teaching, and management and administration of School District operations.~~

CONDITIONS OF USE

~~All Board policies, procedures, guidelines and codes of conduct apply to those using online systems and resources provided by or on behalf of the School District and all users are expected to comply with them and any applicable laws and restrictions that the Board establishes.~~

- ~~1. This policy applies to all employees, students, and public users of the Board's information and communication systems and resources at schools, sites, and workplaces, and includes remote access, file and system backups, confidentiality, ownership, personal use, privacy, prohibited uses, resource approvals, security, and standards.~~
- ~~1.2. Users may use the ICTS/ITCS for Incidental Personal Use/incidental personal use, provided such use is not characterized as misconduct or does not violate any provision in this policy or any other policy of the Board.~~
- ~~2.3. Users are responsible for all activities carried out through their user accounts. All activities must be professional, respectful, and factual.~~
- ~~3.4. Users bear the sole responsibility/are solely responsible for the material/content they choose to access, send, or display. Users should be aware while being mindful that the district's IT technology automatically generates a record of use/usage, including date, time, and type of access.~~

- ~~4.5.~~ Users will not engage in any activities harmful to the ~~ICTS~~ITCS, such as disrupting services, ~~or~~ intentionally damaging equipment, software, ~~or~~ data belonging to the Board or other users.
- ~~6.~~ Users will not use ITCS to bully, harass, intimidate, defame, or discriminate against students, parents, guardians, co-workers, or other members of the community.
- ~~5.~~ Users will respect the privacy of others and not tamper with, open, ~~or~~ read other users' files, passwords, and/or accounts.
- ~~7.~~ Users will not must not put any personal or sensitive information into third-party applications or websites, which includes generative AI tools like ChatGPT, unless the application or website has been approved for use by the ICTS district.
- ~~6.8.~~ Users will not use the ITCS to view or display material that contravenes District policy, the BC Human Rights Act, Criminal Code, Freedom of Information and Protection of Privacy Act (FOIPPA) or any other Federal or Provincial BC Human Rights Code, Criminal Code, Freedom of Information and Protection of Privacy Act or any other federal or provincial law including but not limited to material such as sexually explicit material, obscene or lewd material, or material promoting hate towards individuals or groups based on colour, race, religion, sex, sexual orientation, and ethnic origin or place of origin, unless for Authorized Academic Purposes authorized academic purposes.
- ~~9.~~ The district believes that student cell phones and other digital devices can play a vital role and can enhance and support the educational environment for students. The use of such devices in the classroom will be at the discretion of the classroom teacher. Unless directed by the classroom teacher in support of student learning, all cell phones and other digital devices must be turned off and out of sight during instructional time.
- ~~7.10.~~ The Superintendent or designate may from time to time exempt a user or department from compliance with this policy where a valid business reason exists.

~~Any breach violation of this policy and associated procedures may result in disciplinary action up to and including termination of employment.~~

- ~~8.11.~~ The Board recognizes the great potential social ~~networking services~~media may provide to enhance education, communication, and learning. ~~However, we also recognize, and recognizes~~ the potential dangers of such services if used inappropriately. Use of social media within the school community must be responsible and professional, ensuring confidentiality, respectful conduct, and compliance with laws and policies including this policy and associated procedures.

AUTHORITY

The authority to develop, communicate and implement procedures related to this policy is delegated to the Superintendent of Schools.

APPROVED: January 29, 2014

~~AMENDED: November 18, 2015~~

~~REVIEWED: May 2021~~ UPDATED: April 17, 2024



ITEM 11

To: **Board of Education**

From: Trustee
Kim Dumore

Re: **BCSTA: COMPREHENSIVE
SCHOOLS HEALTHY WORKING
GROUP**

Date: April 17, 2024
(Public Board Meeting)

Information

Date of meetings: January 11, February 20, and March 7, 2024

Items discussed:

1. Substance Education Survey Results: 30 surveys were received. It was noted that many parts of the province were not represented in the data. The group decided to give districts another opportunity to fill out the survey. 49 School Districts have now participated with the extension.
2. The working group determined that refocusing on substance use would be the most effective way to respond to Motion 18, which formed the group's original terms of reference. Motion 17 will also be addressed. Two recommendations were put forward and unanimously approved, and the board of directors extended the terms of the Comprehensive School Health Working Group to June 30, 2024

Motion 17: Action to Address Peer to Peer Sexual Misconduct That BCSTA advocates for the Ministry of Education and Child Care to provide guidelines addressing how to respond to student complaints of peer-to-peer sexual harassment, sexual exploitation, and sexual assault.

Motion 18: Substance Education and Opioid Overdose Response in Schools THAT BCSTA request the provincial government establish and fund the implementation of provincial guidance for substance education and guidelines for opioid overdose response in school settings; created by a provincial taskforce comprised of specialists from: Ministry of Health, Ministry of Mental Health and Addiction, Ministry of Education and Child Care, Provincial Health, FNEESC, Metis Nation BC and representatives from all education stakeholders, including those with lived experience.

3. Substance Education Raw data is now being quantified and will be presented to the Working Group at the next meeting.

Items referred to the Board of Education: N/A

Date of next meeting: April 9, 2024



ITEM 12

To: **Board of Education**

From: Trustee
Mike Murray

Re: **DISTRICT PARENT ADVISORY
COUNCIL**

Date: April 17, 2024
(Public Board Meeting)

Information

Date of meeting: March 12, 2024

Items discussed:

- 1. Grad Rates** - Following the land acknowledgment, Superintendent Teresa Downs was invited to share information about graduation rates, referring to the history and where the District compares to provincial averages. SD42 six-year grad rates are considerably higher than provincial averages in all categories and have been rising year over year for several years. Some of that success has been credited to the wide variety of educational program options being offered to students. Superintendent Downs also talked about her first two weeks in the District having visited several schools and generally getting to meet staff and key partners in the system.
- 2. School Safety Notification System** - Deputy Superintendent Cheryl Schwarz followed up on the last meeting talking again about where parents can find information on the School Safety Notification System including safety practices for "lockdown", "hold and secure", "shelter in place", and others. This information can be accessed at <https://www.sd42.ca/announcement/school-safety-notification-system/>. It was emphasized that parents are advised not to go to the school if they are made aware of a lockdown or hold and secure situation. She mentioned a dialogue with school administrators on communications with parents around this subject. She also clarified that she had looked into earlier reports of teachers being disciplined for their communications with parents and has not been able to find any evidence of that having occurred.
- 3. 2024/25 Budget Consultation** - Trustee Murray talked about the budget consultation process mentioning partner group input followed by a public input session on April 24 at 6 p.m. at Thomas Haney Secondary. He mentioned the district does give every consideration to input and that there are generally some changes made as a result of the input received. He indicated that it is always challenging to meet expectations given limited resources. He specifically indicated that the initial Board position on bussing is that it does want to fix the problem that occurred last year (of previous riders not being able to get on a bus) but recognizes the district will likely not

be able to expand the program beyond what it was prior to last year. He mentioned there are many competing interests for limited additional funding some of which have been discussed previously at DPAC meetings.

4. **Partner groups** shared that they are working on their budget submissions to the Board and will know more once the Ministry provides the District with grant funding allocations later in March.
5. **Kanaka Year Round School** - Chad Raible talked about Kanaka Creek's year round school calendar.
6. **Constitution and Bylaws** - The DPAC Executive shared updated information on the constitution and bylaw changes that will be voted on at the next meeting as well as the need for each PAC to have its own bylaws.
7. **DPAC Budget Input** – The DPAC Executive also invited thoughts from those in attendance on the budget input DPAC should provide the Board in the partner group discussions. Subjects like bussing were raised. Other transportation issues were also discussed like TransLink bus service, sidewalks, etc. and it was noted these are not part of the School District budget, but items controlled by other agencies. Parents were encouraged to contact TransLink directly (and frequently) if they have issues with the local TransLink bus service. It was noted that SD42 Secretary Treasurer Richard Rennie has had some discussions with TransLink. There was some discussion of portables as well and the need for new schools which Trustee Murray addressed.

Several event details were shared with the group as well.

Items referred to the Board of Education:

DPAC will participate in the upcoming budget input forum.

Date of next meeting: April 16, 2024



ITEM 13

To: **Board of Education**

From: Trustee
Mike Murray

Re: **RIDGE MEADOWS EDUCATION
FOUNDATION**

Date: April 17, 2024
(Public Board Meeting)

Information

Date of meeting: March 11, 2024

Items discussed:

- 1. Annual school grants** - The attached list was approved, amounting to grants of over \$25,000. Date for the annual grant and bursary celebration set at October 28, 2024.

Items referred to the Board of Education:

Grant and Bursary Celebration - October 28, 2024, 7 p.m. at Thomas Haney Secondary (room 2032). Trustees are encouraged to attend.

Date of next meeting: June 10, 2024

Attachment

Ridge Meadows Education Foundation
Annual School Grants Approved
March 11, 2024

ATTACHMENT

<u>School</u>	<u>Topic</u>	<u>Amount</u>	
Alexander Robinson	Theatre Equipment	\$ 1,000.00	
Alouette	Sensory Room	1,000.00	
Blue Mountain	The Den - Sensory Space	2,336.92	
Connex	Equipment	1,000.00	No principal signature
Environmental School	Origin of Lacrosse (Sports Equipment)	647.44	
Fairview	Drama and Music Staging	1,000.00	
Golden Ears	Musical	500.00	\$500 without costumes
Hammond	Stage Equipment	2,000.00	
Harry Hooge	Ukuleles	1,202.88	
Highland Park	Garden	1,500.00	
Kanaka Creek	Knitting and Crochet	250.00	
Laity View	Guitars	2,195.20	
Maple Ridge Elem	Sensory Spaces	2,000.00	
Westview Secondary	Drama Club	700.00	
Whonnock	Garden	2,000.00	
		<u>19,332.44</u>	
<u>Special Fund Grant</u>			
DPAC / After School Dept	Student subsidy fund	<u>6,000.00</u>	
Total annual grants		<u><u>\$ 25,332.44</u></u>	



ITEM 14

To: **Board of Education**

From: Trustee
Kim Dumore

Re: **RIDGE MEADOWS OVERDOSE
COMMUNITY ACTION TEAM**

Date: April 17, 2024
(Public Board Meeting)

Information

Date of meeting: March 8, 2024 (International Women's Day)

Items discussed:

- **Standing Items & Events**

- On Black Balloon Day, 20 individuals honored the memory of those lost in the community, with each balloon representing a life lost in Maple Ridge.
- Volunteers are needed for the Show n Shine, which will be held in the Ridge Church parking lot on June 15 and will raise awareness of men's mental health and substance use.
- Outreach efforts have been successful on Mondays but reduced on Thursdays due to funding constraints.

- **Committee Report Highlights:**

- a. Corrections: Fentanyl strips are available at the front desk. Seeking support for peak hours harm reduction.
- b. Unlocking the Gates: New staff in 4 new cities, planning a community outreach Christmas in July event.
- c. Alouette Addictions offers various services, including HR distribution, tax support, and clothing donations. It is seeking peer support and transportation assistance to the OPS and appointments. A large outbreak of Lice and scabies was reported in Maple Ridge working to facilitate support.
Non-Judgmental Recovery: The organization is working on a grant for transportation and OPS visits. Volunteers are needed for various roles.
- d. Food for the Soul: Advocating for low-cost housing, not a drop-in service.
- e. Overdose Prevention Site Grand Opening: Slow but steady increase in usage, discussions on transportation.
- f. Salvation Army: Shelter open until the end of April, providing meals and support services.

Items referred to the Board of Education: N/A

Date of next meeting: April 12, 2024



To: **Board of Education**

From: Trustee
Kim Dumore

Re: **RIDGE MEADOWS OVERDOSE
COMMUNITY ACTION TEAM**

Date: April 17, 2024
(Public Board Meeting)

Information

Date of meeting: April 12, 2024

Items discussed:

1. Presentation from Whiskey Wizards
2. Updates: *Provincial Data* Community drop in for community members can get lunch and dinner shower 10-4. 177 suspected drug deaths in February. 6 deaths a day in BC. Over 70% are men ages 30+

Roundtable:

1. On Tuesday and Thursday nights, Outreach deployed two teams to provide food and harm reduction services, reaching approximately 60 individuals per night. Collaborating with partners such as Girl Guides, Kiwanis, Knights of Columbus, and STORM, they organized a clothing pop-up event scheduled for May 18 at 2:30pm at Golden Ears Church.
2. Unlocking of gates will be hosting "Christmas in July" on July 27 at Golden Ears Church, featuring services; air, makeup, clothing distribution, and a turkey dinner from 3-7:00pm.
3. Overdose Prevention Site (OPS) have extended their hours from 11am to 7pm, the OPS will be able to offer bus tickets and soon-to-be-available drug testing services.
4. Food for the Soul is calling for volunteers for street clean-up activities. They also scheduled drug testing sessions on Tuesdays from 9am to 1pm.
5. The Salvation Army is in discussions with BC Housing and the City of Maple Ridge regarding a replacement building, as their current shelter has approximately five years left. The temporary winter shelter will close on April 30, with talks underway to potentially extend it into a year-round overnight shelter for 30 individuals. Community drop-in at the shelter offers lunch, dinner, and shower facilities from 10am to 4pm.
6. Ridge Meadow Hospital (RMH) announced the hiring of a new addictions nurse and a youth addiction nurse, with the latter set to start in a few weeks.
7. Finally, the Show n Shine event has been rescheduled for July 6 at the Ridge Church.

Items referred to the Board of Education: None

Date of next meeting: May 10, 2024



ITEM 15

To: **Board of Education**

From: Secretary Treasurer
Richard Rennie

Re: **QUESTION PERIOD**

Date: April 17, 2024
(Public Board Meeting)

Information

QUESTION PERIOD – *Question period will be restricted to questions only – statements and debate will not be permitted. Questions, with the exception of Trustee questions, will be limited to one question per person. Members of the public can submit questions for the board by emailing them to board@sd42.ca by no later than 5:30 pm on April 17, 2024. The email subject line should read: QUESTION PERIOD. All questions received before the start of the question period will be answered in the order they are received. This agenda item has a time limit of 10 minutes; extension is at the discretion of the board.*



ITEM 16

RECORD

Pursuant to provisions of 72 (1) of the *School Act*, the following report is a general statement of: (a) matters discussed; and (b) the general nature of decisions resolved at the following meetings from which persons other than Trustees or officers of the Board, or both were excluded:

February 21, 2024 Closed

Territory Acknowledgement	
Call to Order	Meeting called to order at 1:03pm
Motion of Exclusion	Approved
Approval of Agenda	Approved
Approval of Minutes	Approved
Superintendent Decision Items	Approved
Board Committee Decision Item	Approved
Superintendent Information Items	Received
Secretary Treasurer Information Item	Received
Board Committee Information Items	Received
Adjournment	Meeting adjourned at 4:30pm