

Date: Wednesday, April 12, 2023
Time: 6:00 p.m.

"For me, education was power": Michelle Obama "

A G E N D A

A. OPENING PROCEDURES

ITEM 1

1. Territory Acknowledgement
2. Call to Order
3. Correspondence
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 12, 2023. 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 1, 2023 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. Proposed Preliminary Budget 2023/24 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.*

E. DEFERRED ITEMS

F. DECISION ITEMS

1. Chairperson
2. Superintendent of Schools
 - a) 2023/24, 2024/25 and 2025/26 District School Calendars ITEM 4
 - b) Strategic Plan Update ITEM 5
3. Secretary Treasurer
 - a) 2023/24 Capital Plan Bylaw ITEM 6
 - b) 2023/24 Annual Facility Grant Spending Plan ITEM 7
4. Board Committees and Advisory Committee Reports
 - a) Budget
 - b) Finance
 - c) Facilities Planning

d) Board Policy Development

i. Policy Review Update

ITEM 8

e) Education

f) Aboriginal Education

G. INFORMATION ITEMS

1. Chairperson

2. Superintendent of Schools

a) Superintendent's Update

ITEM 9

3. Secretary Treasurer

4. Board Committees & Advisory Committee Reports

a) Budget

b) Finance

c) Facilities Planning

d) Board Policy Development

e) Education

f) Aboriginal Education

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

I. TRUSTEE REPORTS

1. BC School Trustees Association

2. District Parent Advisory Council

ITEM 10

3. Maple Ridge-Pitt Meadows Arts Council

ITEM 11

4. Social Policy Advisory

ITEM 12

5. Ridge Meadows Overdose Community Action Team

ITEM 13

J. QUESTION PERIOD

ITEM 14

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 12, 2023. 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 15

L. ADJOURNMENT

**ITEM 1****To: Board of Education****From:** Chairperson
Elaine Yamamoto**Re: OPENING PROCEDURES****Date:** April 12, 2023
(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****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 12, 2023. 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.



ITEM 2

To: **Board of Education**

From: Chairperson
Elaine Yamamoto

Re: **APPROVAL OF MINUTES**

Date: April 12, 2023
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the March 1, 2023 Public Board Meeting be approved as circulated.

Attachment



**PUBLIC MINUTES OF THE
BOARD OF EDUCATION MEETING
Wednesday, March 1, 2023 (6:00 PM)
Board Room, DEO**

IN ATTENDANCE:

BOARD MEMBERS:

Chairperson – Elaine Yamamoto
Vice-Chairperson – Kim Dumore
Trustee – Hudson Campbell
Trustee – Mike Murray
Trustee – Gabe Liosis
Trustee – Pascale Shaw
Trustee – Kathleen Sullivan

STAFF:

Superintendent – Harry Dhillon
Secretary Treasurer – Flavia Coughlan
Deputy Superintendent – Cheryl Schwarz
Irena Pochop – Senior Manager, Communications
Executive Coordinator – Karen Yoxall

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 meeting was called to order at 6:04 p.m.

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 5:30 pm on March 1, 2023.

No public input was received.

B. APPROVAL OF MINUTES

Moved/Seconded

THAT the Minutes of the February 15, 2023, Public Board Meeting be approved as circulated.

CARRIED

C. PRESENTATIONS

1. Integrated Child and Youth Services Model

Moved/Seconded

The Integrated Child and Youth Teams (ICY) Program Lead and the District Principal, Safe and Caring Schools presented on the ICY services model. The presentation provided an overview of the work of the three hubs located at Davie Jones Elementary, Westview Secondary and Thomas Haney Secondary. It was noted that the hubs help to better co-ordinate mental health, wellness and substance-use care in schools and the community.

THAT the Board receive for information the presentation on the Integrated Child and Youth Teams Services Model.

CARRIED

D. DELEGATIONS

E. DEFERRED ITEMS

F. DECISION ITEMS

1. Chairperson
 - a) Operational Plans

Moved/Seconded

The Chairperson reported that the Operational Plans being presented for approval are aligned with the strategic priorities set by the board through the strategic plan.

THAT the Board approve the Operational Plans for the Board of Education, Education, Business Operations, Human Resources and Information Technology.

CARRIED

2. Superintendent of Schools
3. Secretary Treasurer
4. Board Committees and Advisory Committee Reports

a) Budget

i. 2022/23 Amended Annual Budget and Second Quarter Financial Statements

The Secretary Treasurer reported that the 2022/23 Amended Annual Budget includes Board approved budget changes to date, revenue and expenditure changes resulting from changes to enrolment, operating grant changes announced by the Ministry of Education and Child Care in December 2022, labour settlement funds announced in February 2023 and proposed additional one-time budget reallocations and other known revenue and expenditure changes.

Moved/Seconded

- (1) THAT the Amended Budget Bylaw of the Board for the fiscal year 2022/23 be given three (3) readings at this meeting.

CARRIED UNANIMOUSLY**Moved/Seconded**

- (2) THAT The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) 2022/23 Amended Annual Budget Bylaw be:

Read a first time on the 1st day of March 2023;
 Read a second time on the 1st day of March 2023;
 Read a third time, passed, and adopted on the 1st day of March 2023.

CARRIED

b) Finance

i. Community and Commercial Use of School Facilities**Moved/Seconded**

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 rental 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.

THAT the Board approve the proposed rental rates for 2023/2024.

CARRIED

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

G. INFORMATION ITEMS

1. Chairperson

2. Superintendent of Schools

a) Superintendent's Update

Moved/Seconded

The Superintendent presented highlights from school-based activities related to Black Excellence Day and Black History Month.

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

CARRIED

3. Secretary Treasurer

4. Board Committees and Advisory Committee Reports

- a) Budget
- b) Finance
- c) Facilities Planning
- d) Board Policy Development
- e) Education
- f) Aboriginal Education

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

1. Motion to BC School Trustees Association: Equitable Funding

Moved/Seconded

THAT the Board approve the following amended motion for submission to BCSTA:

"THAT the BCSTA advocate to the Ministry of Education and Child Care for the implementation of an equitable distribution of Community Link and Equity of Opportunity funding to all school districts in the province ensuring no school district will lose funding."

CARRIED

I. TRUSTEE REPORTS

BC School Trustees Association – Provincial Council

Trustee Murray advised that feedback is invited on the Draft BCSTA 2023/2024 Budget.

District Parent Advisory Council

Trustee Campbell reported that a presentation was received on the Integrated Child and Youth Teams.

Municipal Advisory Committee on Accessibility and Inclusiveness

Trustee Campbell reported that the Chairperson and Vice-Chairperson were elected.

Transportation Advisory

Trustee Yamamoto reported that the draft workplan priorities and transportation themes were discussed.

J. QUESTION PERIOD

Questions were received on the following:

- One-time changes in the 2022/23 Amended Annual Budget
- Trustees and individual meetings with Partner Groups
- February 15, 2023, Public Board Minutes

K. OTHER BUSINESS

L. ADJOURNMENT

Moved/Seconded

THAT the Board adjourn the meeting.

CARRIED

The Public Board meeting adjourned at 7:49 p.m.

Elaine Yamamoto, Chairperson

Flavia Coughlan, Secretary Treasurer



ITEM 3

To: **Board of Education**

From: Budget Committee of the Whole

Re: **PROPOSED PRELIMINARY BUDGET 2023/24**

Date: April 12, 2023
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

The Proposed Preliminary Budget 2023/24 is presented to the Board for information. The full document can be reviewed on the school district website: <https://www.sd42.ca/board-of-education/budget-process/budget-process-2023/>

Groups or individuals who wish to present their views on the Proposed Preliminary Budget at the April 19, 2023, Budget Committee of the Whole meeting at 6:00 p.m. must register with Karen Yoxall (Executive Coordinator) at budget@sd42.ca no later than noon on April 18, 2023.

Written submissions may be forwarded no later than two working days before the meeting by email to budget@sd42.ca.

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 13 – 20, 2023.

The Board of Education will make their final deliberations and adopt the 2023/24 Preliminary Budget at the Public Board meeting scheduled for April 26, 2023.

RECOMMENDATION:

THAT the Board receive the Proposed Preliminary Budget 2023/24 for information.

To: **Board of Education**

From: Superintendent
Harry Dhillon

Re: **2023/24, 2024/25 AND 2025/26**
DISTRICT SCHOOL CALENDARS

Date: April 12, 2023
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

At the Board of Education meeting held on February 15, 2023, the Board approved that the proposed School Calendars be shared with the public in order to receive feedback. The proposed school calendars were prepared in accordance with Section 87.01 of the School Act and the School Calendar Regulation (B.C. Reg. 314/12).

The proposed calendars meet **the required minutes of instruction** outlined in the School Calendar Regulation. The process that led to the calendar proposals included consultation with representatives of the employee groups of the Board and has included consideration of collective agreement provisions. Staff have also considered calendar feedback from previous years, school district finances, and calendars in adjacent school districts. To provide families and the school district more opportunity to plan ahead, calendars for the 2023/24, 2024/25 and 2025/26 school years were proposed.

Feedback on all proposed calendars was collected on the school district website. The survey was open from February 16 to March 18, 2023. Limited feedback was received during the consultation period for the 2023/24, 2024/25 and 2025/26 proposed school calendars. A total of 1,009 responses were received with 798 respondents identifying themselves as parents/guardians, 177 as teachers and 75 as CUPE staff. A small number of respondents identified themselves as student, community member, other school district staff or principal/vice principal. Summarized feedback results for all calendars are included below.

2023/24 Proposed District School Calendar:

- 406 (56.39%) respondents were in favour of the proposed calendar, 262 (36.39%) were against it, and 52 (7.22%) had no opinion.
- 284 respondents provided additional comments. The most common feedback themes were as follows:
 - Requests that winter break be moved up by a week so there are more days off before Christmas;
 - Requests for an earlier spring break so there is a separation from the Easter holiday;
 - Observations that mid-week professional development days are difficult for families;
 - Requests for an earlier end to the school year;
 - Staff identified that scheduling the Growth Planning Day on Friday, September 29, 2023, is problematic as the Ministry of Education and Child Care has set this date as the 1701 enrolment count day. As such, it is recommended that the School Growth Planning Day be moved from Friday, September 29 to Tuesday, October 3, 2023 (following the National Day for Truth and Reconciliation on Monday, October 2, 2023).

2024/25 Proposed District School Calendar:

- 502 (70.31%) respondents were in favour of the proposed calendar, 146 (20.45%) were against it, and 66 (9.24%) had no opinion.
- 132 respondents provided additional comments. The most common feedback themes were as follows:
 - Requests that winter break be moved up by a week;
 - Observations that mid-week professional development days are difficult for families and disruptive to student learning;

- Observations that June 25 is too late for year-end and observations that June 25 is too early for year-end;
- Several observations were made about the number of professional development days, with the observation this number should be reduced.

2025/26 Proposed District School Calendar:

- 498 (70.44%) respondents were in favour of the proposed calendar, 131 (18.53%) were against it, and 78 (11.03%) had no opinion.
- 126 respondents provided additional comments; the most common feedback themes were as follows:
 - Requests that winter break be moved up by a week;
 - Observations that mid-week professional development days are difficult for families and disruptive to student learning;
 - Requests for more instructional in-session days;
 - Suggestions that one week for spring break is sufficient.

2023/24 Proposed Kanaka Creek School Calendar

- 65 (63.11%) respondents were in favour of the proposed calendar, 26 (25.24%) expressed reservations and 12 (11.65%) respondents had no opinion.
- 18 respondents provided additional feedback and the following individual issues/questions were raised:
 - Requests for an earlier winter break;
 - Move the non-instructional day from November 10 to November 1;
 - Staff identified that scheduling the Growth Planning Day on Friday, September 29, 2023, is problematic as the Ministry of Education and Child Care has set this date as the 1701 enrolment count day. As such, it is recommended that the School Growth Planning Day be moved from Friday, September 29 to Tuesday, October 3, 2023 (following the National Day for Truth and Reconciliation on Monday, October 2, 2023).

2024/25 Proposed Kanaka Creek School Calendar

- 64 (62.75%) respondents were in favour of the proposed calendar, 26 (25.49%) expressed reservations and 12 (11.76%) respondents had no opinion.
- 14 respondents provided additional feedback. The following individual issues/questions were raised:
 - Requests for an earlier winter break;
 - Requests to move the non-instructional day from November 12 to November 1.

2025/26 Proposed Kanaka Creek School Calendar

- 70 (69.31%) respondents were in favour of the proposed calendar, 20 (19.80%) expressed reservations and 11 (10.89%) respondents had no opinion.
- 14 respondents provided additional feedback. The following individual issues/questions were raised:
 - Requests for an earlier winter break.

After careful review and consideration of the feedback from the survey, it is recommended the School Growth Planning Day for the 2023/2024 District School Calendar and Kanaka Creek School Calendar be moved from Friday, September 29, to Tuesday, October 3, 2023 (following the National Day for Truth and Reconciliation on Monday, October 2, 2023).

No other changes are recommended.

RECOMMENDATION:

THAT the Board approve the attached District School Calendar, Kanaka Creek School Calendar, and the District Distributed Learning Calendar for the 2023/24, 2024/25 and 2025/26 school years.

Attachments

2023-2024 DISTRICT SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 5, 2023
National Day for Truth and Reconciliation	Monday, October 2, 2023
<i>Non-instructional day (School Growth Planning Day)</i>	<i>Tuesday, October 3, 2023</i>
Thanksgiving Day	Monday, October 9, 2023
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 20, 2023</i>
<i>Non-instructional day (school-based)</i>	<i>Friday, November 10, 2023</i>
Remembrance Day	Monday, November 13, 2023
Schools close for break	Friday, December 22, 2023
Winter break	Monday, December 25, 2023 to Friday, January 5, 2024
Schools reopen after break	Monday, January 8, 2024
<i>Non-instructional day (district-based)</i>	<i>Wednesday, January 24, 2024</i>
Family Day	Monday, February 19, 2024
<i>Non-instructional day (school-based)</i>	<i>Tuesday, February 20, 2024</i>
Schools close for break	Friday, March 15, 2024
Spring break	<i>Monday, March 18, 2024 to Friday, March 22, 2024</i>
<i>Schools not in Session</i>	<i>Monday, March 25, 2024 to Thursday, March 28, 2024</i>
Good Friday	Friday, March 29, 2024
Easter Monday	Monday, April 1, 2024
Schools reopen after break	Tuesday, April 2, 2024
<i>Non-instructional day (district-based)</i>	<i>Wednesday, May 15, 2024</i>
Victoria Day	Monday, May 20, 2024
Last day for students	Tuesday, June 25, 2024
Year-end administrative day	Wednesday, June 26, 2024
Schools close for summer break	Wednesday, June 26, 2024

ELEMENTARY (K-7) DAILY SCHEDULE: 8:30am to 2:20pm. 295 instructional minutes per day; 179 days of instruction. Kindergarten gradual entry the first 2 weeks of September.

NB: *Kanaka Creek Elementary* will run its year-round calendar separate from this calendar.

SECONDARY (8-12) DAILY SCHEDULE: 8:30am to 2:45pm. 320 instructional minutes per day; 179 days of instruction.

Minimum number of hours of instruction that must be offered as per *School Act* and *Calendar Regulation*:

853 hours of instruction for students in kindergarten.

878 hours of instruction for students in grades 1 to 7

952 hours of instruction for students in grades 8 to 12

SCHOOL DISTRICT 42: School Year 2023 to 2024

August 2023						
S	M	T	W	T	F	S
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September 2023						
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October 2023						
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November 2023						
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December 2023						
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January 2024						
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February 2024						
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March 2024						
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April 2024						
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May 2024						
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June 2024						
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July 2024						
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Elementary hours 8:30 a.m. to 2:20 p.m. 295 instructional minutes per day
 Secondary hours 8:30 a.m. to 2:45 p.m. 320 instructional minutes per day

*Days of instruction = 179

	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Professional Development Days
	Last Day for Students
	Administrative Day – no school
	Schools Not in Session
	School Growth Planning Day

2024-2025 DISTRICT SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 3, 2024
National Day for Truth and Reconciliation	<i>Monday, September 30, 2024</i>
<i>Non-instructional day (School Growth Planning Day)</i>	Tuesday, October 1, 2024
Thanksgiving Day	Monday, October 14, 2024
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 25, 2024</i>
Remembrance Day	<i>Monday, November 11, 2024</i>
<i>Non-instructional day (school-based)</i>	Tuesday, November 12, 2024
Schools close for break	Friday, December 20, 2024
Winter break	Monday, December 23, 2024 to Friday, January 3, 2025
Schools reopen after break	Monday, January 6, 2025
<i>Non-instructional day (district-based)</i>	<i>Tuesday, January 28, 2025</i>
<i>Non-instructional day (school-based)</i>	Friday, February 14, 2025
Family Day	Monday, February 17, 2025
Schools close for break	Friday, March 14, 2025
Spring break	<i>Monday, March 17, 2025 to Friday, March 21, 2025</i>
<i>Schools not in Session</i>	Monday, March 24, 2025 to Friday, March 28, 2025
Schools reopen after break	Monday, March 31, 2025
Good Friday	Friday, April 18, 2025
Easter Monday	Monday, April 21, 2025
<i>Non-instructional day (district-based)</i>	<i>Wednesday, May 14, 2025</i>
Victoria Day	Monday, May 19, 2025
Last day for students	Wednesday, June 25, 2025
Year-end administrative day	Thursday, June 26, 2025
Schools close for summer break	Thursday, June 26, 2025

ELEMENTARY (K-7) DAILY SCHEDULE: 8:30am to 2:20pm. 295 instructional minutes per day; 179 days of instruction. Kindergarten gradual entry the first 2 weeks of September.

NB: *Kanaka Creek Elementary* will run its year-round calendar separate from this calendar.

SECONDARY (8-12) DAILY SCHEDULE: 8:30am to 2:45pm. 320 instructional minutes per day; 179 days of instruction.

Minimum number of hours of instruction that must be offered as per *School Act* and *Calendar Regulation*:

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878 hours of instruction for students in grades 1 to 7

952 hours of instruction for students in grades 8 to 12

SCHOOL DISTRICT 42: School Year 2024 to 2025

August 2024						
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September 2024						
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October 2024						
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November 2024						
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December 2024						
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January 2025						
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February 2025						
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March 2025						
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April 2025						
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May 2025						
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June 2025						
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July 2025						
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Elementary hours 8:30 a.m. to 2:20 p.m. 295 instructional minutes per day
 Secondary hours 8:30 a.m. to 2:45 p.m. 320 instructional minutes per day

*Days of instruction = 179

	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Professional Development Days
	Last Day for Students
	Administrative Day – no school
	Schools Not in Session
	School Growth Planning Day

2025-2026 DISTRICT SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 2, 2025
National Day for Truth and Reconciliation	Tuesday, September 30, 2025
Non-instructional day (School Growth Planning Day)	Friday, October 10, 2025
Thanksgiving Day	Monday, October 13, 2025
Non-instructional day (province-wide)	Friday, October 24, 2025
Non-instructional day (school-based)	Monday, November 10, 2025
Remembrance Day	Tuesday, November 11, 2025
Schools close for break	Friday, December 19, 2025
Winter break	Monday, December 22, 2025 to Friday, January 2, 2026
Schools reopen after break	Monday, January 5, 2026
Non-instructional day (district-based)	Tuesday, January 27, 2026
Non-instructional day (school-based)	Friday, February 13, 2026
Family Day	Monday, February 16, 2026
Schools close for break	Friday, March 13, 2026
Spring break	Monday, March 16, 2026 to Friday, March 20, 2026
Schools not in Session	Monday, March 23, 2026 to Friday, March 27, 2026
Schools reopen after break	Monday, March 30, 2026
Good Friday	Friday, April 3, 2026
Easter Monday	Monday, April 6, 2026
Non-instructional day (district-based)	Wednesday, May 13, 2026
Victoria Day	Monday, May 18, 2026
Last day for students	Wednesday, June 24, 2026
Year-end administrative day	Thursday, June 25, 2026
Schools close for summer break	Thursday, June 25, 2026

ELEMENTARY (K-7) DAILY SCHEDULE: 8:30am to 2:20pm. 295 instructional minutes per day; 179 days of instruction. Kindergarten gradual entry the first 2 weeks of September.

NB: Kanaka Creek Elementary will run its year-round calendar separate from this calendar.

SECONDARY (8-12) DAILY SCHEDULE: 8:30am to 2:45pm. 320 instructional minutes per day; 179 days of instruction.

Minimum number of hours of instruction that must be offered as per School Act and Calendar Regulation:

853 hours of instruction for students in kindergarten.

878 hours of instruction for students in grades 1 to 7

952 hours of instruction for students in grades 8 to 12

SCHOOL DISTRICT 42: School Year 2025 to 2026

August 2025						
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February 2026						
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June 2026						
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Elementary hours 8:30 a.m. to 2:20 p.m. 295 instructional minutes per day
 Secondary hours 8:30 a.m. to 2:45 p.m. 320 instructional minutes per day

*Days of instruction = 179

	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Professional Development Days
	Last Day for Students
	Administrative Day – no school
	Schools Not in Session
	School Growth Planning Day

2023-2024 KANAKA CREEK SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 5, 2023
National Day for Truth and Reconciliation	Monday, October 2, 2023
<i>Non-instructional day (School Growth Planning Day)</i>	<i>Tuesday, October 3, 2023</i>
Thanksgiving Day	Monday, October 9, 2023
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 20, 2023</i>
<i>Non-instructional day (school-based)</i>	<i>Friday, November 10, 2023</i>
Remembrance Day	Monday, November 13, 2023
Schools close for break	Friday, December 8, 2023
Winter break	Monday, December 11, 2023 to Friday, January 5, 2024
Schools reopen after break	Monday, January 8, 2024
<i>Non-instructional day (district-based)</i>	<i>Wednesday, January 24, 2024</i>
Family Day	Monday, February 19, 2024
<i>Non-instructional day (school-based)</i>	<i>Tuesday, February 20, 2024</i>
Schools close for break	Thursday, March 28, 2024
Good Friday	Friday, March 29, 2024
Easter Monday	Monday, April 1, 2024
<i>Spring break</i>	<i>Tuesday, April 2, 2024 to Friday, April 26, 2024</i>
Schools reopen after break	Monday, April 29, 2024
<i>Non-instructional day (district-based)</i>	<i>Wednesday, May 15, 2024</i>
Victoria Day	Monday, May 20, 2024
Canada Day	Monday, July 1, 2024
Last day for students	Wednesday, July 24, 2024
Year-end administrative day	Thursday, July 25, 2024
Schools close for summer break	Thursday, July 25, 2024

ELEMENTARY (K-7) DAILY SCHEDULE: 8:30am to 2:20pm. 295 instructional minutes per day; 179 days of instruction. Kindergarten gradual entry the first 2 weeks of September.

Minimum number of hours of instruction that must be offered as per *School Act* and *Calendar Regulation*:

853 hours of instruction for students in kindergarten.

878 hours of instruction for students in grades 1 to 7

952 hours of instruction for students in grades 8 to 12

SCHOOL DISTRICT 42: Kanaka School Year 2023 to 2024

August 2023						
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September 2023						
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October 2023						
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November 2023						
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December 2023						
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January 2024						
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February 2024						
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March 2024						
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April 2024						
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May 2024						
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June 2024						
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July 2024						
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Elementary hours 8:30 a.m. to 2:20 p.m. 295 instructional minutes per day
 Secondary hours 8:30 a.m. to 2:45 p.m. 320 instructional minutes per day

*Days of instruction = 179

	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Professional Development Days
	Last Day for Students
	Administrative Day – no school
	Schools Not in Session
	School Growth Planning Day

2024-2025 KANAKA CREEK SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 3, 2024
National Day for Truth and Reconciliation	<i>Monday, September 30, 2024</i>
<i>Non-instructional day (School Growth Planning Day)</i>	Tuesday, October 1, 2024
Thanksgiving Day	Monday, October 14, 2024
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 25, 2024</i>
Remembrance Day	<i>Monday, November 11, 2024</i>
<i>Non-instructional day (school-based)</i>	Tuesday, November 12, 2024
Schools close for break	Friday, December 6, 2024
Winter break	Monday, December 9, 2024 to Friday, January 3, 2025
Schools reopen after break	Monday, January 6, 2025
<i>Non-instructional day (district-based)</i>	<i>Tuesday, January 28, 2025</i>
<i>Non-instructional day (school-based)</i>	Friday, February 14, 2025
Family Day	Monday, February 17, 2025
Schools close for break	Friday, March 28, 2025
<i>Spring break</i>	<i>Monday, March 31, 2025 to Friday, April 25, 2025</i>
Schools reopen after break	Monday, April 28, 2025
<i>Non-instructional day (district-based)</i>	<i>Wednesday, May 14, 2025</i>
Victoria Day	Monday, May 19, 2025
Canada Day	Tuesday, July 1, 2025
Last day for students	Tuesday, July 22, 2025
Year-end administrative day	Wednesday, July 23, 2025
Schools close for summer break	Wednesday, July 23, 2025

ELEMENTARY (K-7) DAILY SCHEDULE: 8:30am to 2:20pm. 295 instructional minutes per day; 179 days of instruction. Kindergarten gradual entry the first 2 weeks of September.

Minimum number of hours of instruction that must be offered as per *School Act* and *Calendar Regulation*:

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878 hours of instruction for students in grades 1 to 7

952 hours of instruction for students in grades 8 to 12

SCHOOL DISTRICT 42: Kanaka School Year 2024 to 2025

August 2024						
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September 2024						
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October 2024						
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November 2024						
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December 2024						
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January 2025						
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February 2025						
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March 2025						
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April 2025						
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May 2025						
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June 2025						
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July 2025						
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Elementary hours 8:30 a.m. to 2:20 p.m. 295 instructional minutes per day
 Secondary hours 8:30 a.m. to 2:45 p.m. 320 instructional minutes per day

*Days of instruction = 179

	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Professional Development Days
	Last Day for Students
	Administrative Day – no school
	Schools Not in Session
	School Growth Planning Day

2025-2026 KANAKA CREEK SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 2, 2025
National Day for Truth and Reconciliation	<i>Tuesday, September 30, 2025</i>
<i>Non-instructional day (School Growth Planning Day)</i>	Friday, October 10, 2025
Thanksgiving Day	Monday, October 13, 2025
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 24, 2025</i>
<i>Non-instructional day (school-based)</i>	Monday, November 10, 2025
Remembrance Day	<i>Tuesday, November 11, 2025</i>
Schools close for break	Friday, December 5, 2025
Winter break	Monday, December 8, 2025 to Friday, January 2, 2026
Schools reopen after break	Monday, January 5, 2026
<i>Non-instructional day (district-based)</i>	<i>Tuesday, January 27, 2026</i>
<i>Non-instructional day (school-based)</i>	Friday, February 13, 2026
Family Day	Monday, February 16, 2026
Schools close for break	Friday, March 27, 2026
<i>Spring break</i>	<i>Monday, March 30, 2026 to Friday, April 24, 2026</i>
Schools reopen after break	Monday, April 27, 2026
<i>Non-instructional day (district-based)</i>	<i>Wednesday, May 13, 2026</i>
Victoria Day	Monday, May 18, 2026
Canada Day	Wednesday, July 1, 2026
Last day for students	Tuesday, July 21, 2026
Year-end administrative day	Wednesday, July 22, 2026
Schools close for summer break	Wednesday, July 22, 2026

ELEMENTARY (K-7) DAILY SCHEDULE: 8:30am to 2:20pm. 295 instructional minutes per day; 179 days of instruction. Kindergarten gradual entry the first 2 weeks of September.

Minimum number of hours of instruction that must be offered as per *School Act* and *Calendar Regulation*:

853 hours of instruction for students in kindergarten.

878 hours of instruction for students in grades 1 to 7

952 hours of instruction for students in grades 8 to 12

SCHOOL DISTRICT 42: Kanaka School Year 2025 to 2026

August 2025						
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September 2025						
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October 2025						
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November 2025						
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December 2025						
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January 2026						
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February 2026						
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March 2026						
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April 2026						
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May 2026						
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June 2026						
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July 2026						
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	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Professional Development Days
	Last Day for Students
	Administrative Day – no school
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	School Growth Planning Day

Elementary hours 8:30 a.m. to 2:20 p.m. 295 instructional minutes per day
 Secondary hours 8:30 a.m. to 2:45 p.m. 320 instructional minutes per day

*Days of instruction = 179

To: **Board of Education**

From: Superintendent
Harry Dhillon

Re: **STRATEGIC PLAN UPDATE**

Date: April 12, 2023
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

Our strategic planning process is based on a rolling four-year planning cycle that includes an annual review and update process. The most recent update to the strategic plan was made in 2021 when strategic priorities and related goals for supporting all learners were added.

The strategic directions, strategic priorities and related goals are developed out of school growth plans, departmental operational plans, the strategic facilities plan, and feedback collected through consultation.

A review of current school growth plans and departmental operational plans indicates that “Equity” and related themes have emerged as priorities in our school district. Beyond what is reflected in updated school growth plans and operational plans, prioritization of Equity and related themes is supported by the school district’s Anti-Racism Committee, the Aboriginal Advisory Committee, the report *Deepening Indigenous Education and Equity to Support the Wholistic Success of Indigenous Learners, Families and Communities in School District 42* and the *K-12 Anti-Racism Action Plan* recently issued by the Ministry of Education and Child Care. It is therefore recommended that our strategic directions and our strategic priorities and goals be updated as follows.

STRATEGIC DIRECTIONS

1. Inclusive culture of care and belonging where the well-being, **diversity, identity** and success of all learners is supported and celebrated.
2. Intentional support for a growth mindset, collaboration, interdependence, and staff development.
3. Forward-thinking, research-informed, effective, efficient, sustainable, value-based and connected school district.

STRATEGIC PRIORITIES AND GOALS

- **EQUITY:** Improved learning outcomes and improved levels of safety, care and belonging for every learner.
- **LITERACY:** Improved literacy outcomes.
- **SOCIAL EMOTIONAL LEARNING:** Improved levels of social and emotional well-being.
- **ASSESSMENT AND REPORTING:** Improved assessment and reporting practices.
- **SECONDARY INNOVATION:** Improved levels of engagement and graduation.
- **ALIGNMENT:** Align planning, processes, policies, and procedures to improve efficiency and effectiveness of the system, and support the success of all learners.

The *Framework for Enhancing Student Learning* guidelines set out that school districts are to develop multi-year strategic plans which also identify the length of the district’s planning cycle. With this update the strategic plan will span the period 2022/23 to 2026/27.

RECOMMENDATION:

THAT Board approve the Updated Strategic Plan.

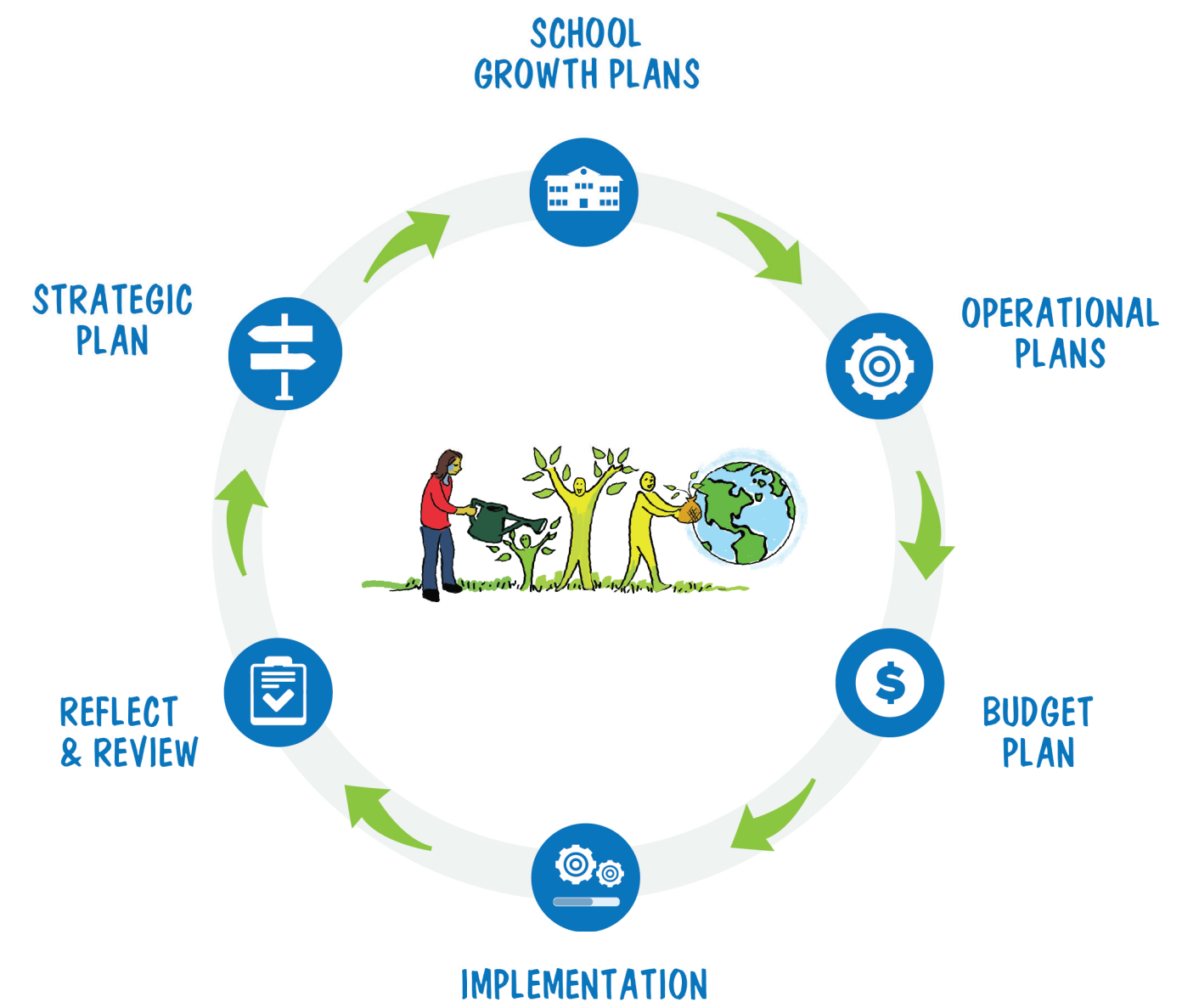


STRATEGIC PLAN

MAPLE RIDGE - PITT MEADOWS SCHOOL DISTRICT NO. 42

STRATEGIC PLANNING CYCLE

Our strategic planning process is based on a rolling four-year planning cycle that includes an annual review and update process. The current plan spans the period 2022/23 to 2026/27.



VISION

Our vision is for every individual to feel valued and for all learners to reach their potential.



MISSION

Our mission is to support all individuals in their development as successful learners, and as respectful, caring and responsible members of society.

OUR VALUES

Responsibility to all learners

We believe that all individuals in our school district community have the capacity to learn and that we are responsible for supporting their learning.

Uniqueness of each individual

We value the uniqueness of each learner and embrace diverse ways of learning. We foster a variety of instructional methods and provide support to all learners so that they can realize their potential.

Diverse learning opportunities

We value choices for all learners, equity of access to all programs, and a holistic approach to learning. We encourage learning opportunities beyond the classroom. We support life-long learning.

Culture and community

We celebrate our many cultures and seek ways to appreciate and embrace diversity. We encourage interdependence and collaboration within the school district community. We value community partnerships.

Personal and social responsibility

We believe that a sense of belonging is at the heart of our school district community and is fundamental to the success of all learners. We are committed to acting as responsible stewards within our community. We cultivate a culture of care within our school district community, and seek to develop the leadership and citizenship capacity of all learners.

High expectations for success

We value the ability of all learners to set high expectations for themselves and to describe personal success. We believe success is measured through credible evidence of learning and rigorous self-assessment. We are committed to supporting all learners in achieving personal success.

STRATEGIC DIRECTIONS

In achieving our mission, our vision and living our values, we are guided by three strategic directions. These strategic directions are developed out of school growth plans, departmental operational plans, the strategic facilities plan, student forum, and feedback collected from partner groups, through round tables, and through broader consultation.

- 1** INCLUSIVE CULTURE OF CARE AND BELONGING WHERE THE WELL-BEING, DIVERSITY, IDENTITY, AND SUCCESS OF ALL LEARNERS IS SUPPORTED AND CELEBRATED.
- 2** INTENTIONAL SUPPORT FOR A GROWTH MINDSET, COLLABORATION, INTERDEPENDENCE, AND STAFF DEVELOPMENT.
- 3** FORWARD-THINKING, RESEARCH-INFORMED, EFFECTIVE, EFFICIENT, SUSTAINABLE, VALUE-BASED AND CONNECTED SCHOOL DISTRICT.

STRATEGIC PRIORITIES AND GOALS

The following are our strategic priorities and related goals for supporting all learners. For detailed departmental goals and strategies, see our Operational Plans.

- 1** **EQUITY:** Improved learning outcomes and improved levels of safety, care and belonging for every learner.
- 2** **LITERACY:** Improved literacy outcomes.
- 3** **SOCIAL EMOTIONAL LEARNING:** Improved levels of social and emotional well-being.
- 4** **ASSESSMENT AND REPORTING:** Improved assessment and reporting practices.
- 5** **SECONDARY INNOVATION:** Improved levels of engagement and graduation.
- 6** **ALIGNMENT:** Align planning, processes, policies, and procedures to improve efficiency and effectiveness of the system, and support the success of all learners.



Responsibility to all learners

Personal and social responsibility

Uniqueness of each individual

High expectations for success

Diverse learning opportunities

Culture and community

OUR STRUCTURE

Effective and efficient support structures are a key component of maintaining our learning focus. With core values as our foundation, and a clear mandate to support teaching and learning, Maple Ridge - Pitt meadows aims to build capacity in all areas

ADMINISTRATION

- Implement the board's policies and operational decisions through the education and business services of the district
- Provide educational and business leadership
- Implement the board's strategic plan
- Design, implement and monitor administrative policies and procedures

GOVERNANCE

- Engage the community to build and maintain a school system that reflects local priorities, values and expectations
- Set direction for achievement in the district, allocate available resources and monitor performance
- Develop policies and assess the district's compliance with the policies

FINANCE

- Design, implement and monitor financial policies, procedures, systems and internal controls
- Prepare financial statements, budgets and forecasts
- Monitor and report on financial performance

INFORMATION TECHNOLOGY

- Technology as a tool to support instruction
- Design and manage IT infrastructure
- Develop enabling IT policies and procedures

HUMAN RESOURCES

- Provide employment related services to support employees
- Build and strengthen relationships to promote positive employee and labour relations
- Implement and deliver HR practices that support the district's goals and objectives.

FACILITIES

- Provide support services needed to deliver the safe, secure and effective operational environment required for the effective delivery of educational services.
- Maintain and care for schools, administrative buildings and grounds
- Plan, design and manage construction projects

**ITEM 6**

To: **Board of Education**

From: Secretary Treasurer
Flavia Coughlan

Re: **2023/24 CAPITAL PLAN BYLAW**

Date: April 12, 2023
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

On June 15, 2022, the Board approved the submission of the Major 2023/24 Capital Plan and on September 7, 2022, approved the submission of the Minor 2023/24 Capital Plan. The Capital Plans included projects for the fiscal years 2023/24 to 2027/28 according to the Board's assigned priority of capital needs.

On March 9, 2023, the Ministry of Education and Child Care issued a Ministry Response to the Annual Five Year Capital Plan Submission (Attachment A).

In order to access funding for the projects included in the Capital Plan Summary for 2023/24 and in accordance with the revised Ministry of Education and Child Care procedures regarding capital bylaws, the Board must adopt a single Capital Bylaw. (Attachment B)

RECOMMENDATION:

- (1) THAT the Capital Bylaw No. 2023/24-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. 2023/24-CPSD42-01 be:**
Read a first time on the 12th day of April, 2023;
Read a second time on the 12th day of April, 2023;
Read a third time, passed and adopted on the 12th day of April, 2023.

Attachments



March 9, 2023

Ref: 288311

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

Capital Plan Bylaw No. 2023/24-CPSD42-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2023/24

This letter is in response to your School District's 2023/24 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)
- **School Food Infrastructure Program (FIP)***
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

***Note: The FIP is a new program commencing in fiscal year 2023/24. FIP project requests are required to be submitted as part of the capital plan submissions that are due on June 30, 2023. School districts will be advised of approved FIP projects in early fall via an amended 2023/24 Capital Plan Response letter. Further information regarding the scope of the program, program criteria, and eligible projects will be included in the 2024/25 Capital Plan Instructions.**

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)

New Projects

Project #	Project Name	Project Type	Comments
159008	Pitt Meadows Secondary	Replacement School	Project has been supported for planning (business case). Please submit Project Development Report (PDR) to Ministry as soon as possible
150060 / 150372	Harry Hooze Elementary	Addition / Seismic	Project has been supported for planning (business case). Please submit 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.

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

Below are tables for the minor capital projects that are approved. The table identifies School Enhancement Program (SEP), 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, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Whonnock Elementary	SEP – HVAC Upgrades	\$1,058,000	Proceed to design, tender & construction. To be completed by March 31, 2024.
Whonnock Elementary	CNCP – HVAC Upgrades	\$405,000	Proceed to design, tender & construction. To be completed by March 31, 2024.

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 2023/24 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 2023/24 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 Ministry Planning Officer Nathan Whipp at Nathan.Whipp@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

As the 2023/24 Capital Plan process is now complete, the Capital Plan Instructions for the upcoming 2024/25 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, 2023.

NOTE: School districts' Capital Plan submission deadlines for the 2024/25 fiscal year, using the CAPS online platform, will be as follows:

- **June 30, 2023** – Major Capital Programs (SMP, EXP, REP, RDP, SAP, BEP); Minor Capital Programs (FIP).
- **September 30, 2023** – Minor Capital Programs (SEP, CNCP, PEP, BUS).

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. School districts may wish to provide Major and Minor Capital submissions by the June 30, 2023 deadline.

Additionally, the Annual Facility Grant (AFG) project requests for the 2023/24 fiscal year are to be submitted using the CAPS online platform, on or before May 31, 2023.

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 2023/24.

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 Travis Tormala, Regional Director.

Sincerely,



Francois Bertrand, Executive Director
Capital Management Branch

pc: Damien Crowell, Director, Major Capital Projects, Capital Management Branch
Geoff Croshaw, A/Director, Minor Capital Programs and Finance Unit, Capital
Management Branch

**CAPITAL BYLAW NO. 2023/24-CPSD42-01
CAPITAL PLAN 2023/24**

A BYLAW by the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "*Act*").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved the Board's Capital Plan.

NOW THEREFORE the Board agrees to the following:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project(s); and,
- (d) maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of March 9, 2023 from the 2023/24 Capital Plan is hereby adopted.
2. This Bylaw may be cited as School District No. 42 (Maple Ridge-Pitt Meadows) Capital Bylaw No. 2023/24-CPSD42-01.

READ A FIRST TIME THE 12th DAY OF APRIL, 2023;
READ A SECOND TIME THE 12th DAY OF APRIL, 2023
READ A THIRD TIME, PASSED AND ADOPTED THE 12th DAY OF APRIL, 2023.

**ITEM 7**

To: **Board of Education**

From: Flavia Coughlan
Secretary Treasurer

Re: **2023/24 ANNUAL FACILITY
GRANT SPENDING PLAN**

Date: April 12, 2023
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

For 2023/24 School District No. 42 (Maple Ridge-Pitt Meadows) will receive \$3,239,936 as Annual Facility Grant ("AFG") Funding. There are two components to the AFG funding: a capital component and an operating component.

The operating portion of the 2023/24 AFG funding is \$517,597 and will be distributed to school districts and reported as special purpose funding. The Ministry of Education and Child Care will retain \$44,054 of the operating AFG for 2023/24 to continue funding of the Capital Asset Management System.

The capital portion of the 2023/24 AFG funding is \$2,722,339 and will be distributed to school districts and reported as bylaw capital. A standard capital bylaw is no longer required by the ministry to access this funding.

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.

School districts must provide the Ministry of Education and Child Care with a 2023/24 AFG Spending Plan that includes a list of all AFG projects and expenditures to be undertaken between April 1, 2023 and March 31, 2024.

The AFG spending plan is determined based on the review of deferred maintenance requirements identified by VFA. Priority for funding is given to emerging maintenance requirements that must be addressed in order to ensure continued operations. This may result in the deferral of planned maintenance for building components that are still functional. This year we identified the following emerging requirements; Learning Environment Enhancements (\$250,000), HVAC (\$1,044,339), Plumbing (\$338,000), and Roofing (\$1,300,000).

The proposed 2023/24 AFG Spending Plan is summarized in the following table.

Location	Project Description	Budget	Location	Project Description	Budget
Blue Mountain Elementary	Phase 1 - Pretender Design - Boiler Plant Upgrade	\$43,000	Albion Elementary	Learning Environment Enhancement	\$21,000
Davie Jones Elementary	Phase 1 - Pretender Design - Unit Vent replacements (8)	36,000	Blue Mountain Elementary	Replace Flowguard DCW & DHW lines	138,000
District Wide	Capital Asset Management System	44,051	Blue Mountain Elementary	Fire Alarm System Replacement	35,000
District Wide	Phase 1 - Pretender Design - Exterior Painting	50,000	District Wide	Learning Environment Enhancement	181,000
Garibaldi Secondary	Refinish Gymnasium Floors	35,000	Garibaldi Secondary	Parking Lot Paving Repairs	65,000
Garibaldi Secondary	Replace Flooring & ACT in Cafeteria	38,000	Golden Ears Elementary	Wall Carpet Removal	50,000
Golden Ears Elementary	Phase 1 - Pretender Design - Boiler Plant Upgrade	68,000	Laity View Elementary	Roof Upgrade - Section 9	410,000
Highland Park Elementary	Phase 1 - Pretender Design - Unit Vent replacements (21)	90,000	Laity View Elementary	HVAC - Replace Roof Top Unit RTU-1	121,339
Maintenance Building	Phase 1 - Pretender Design - Boiler Plant Upgrade	40,000	Maple Ridge Secondary	Roof Upgrade - Sections 1-3 & 4	420,000
Maple Ridge Elementary	Phase 1 - Pretender Design - Boiler Plant Upgrade	43,000	Maple Ridge Secondary	Phase 2 - HVAC Unit Vent Replacement	593,000
Thomas Haney Secondary	Replace Exterior Sign	5,546	Thomas Haney Secondary	Great Hall Flooring Replacement	50,000
Webster's Corners Elementary	Metal Cladding Upgrade	25,000	Thomas Haney Secondary	Replace Sheet Flooring in Six Classrooms on Science Wing	110,000
Total Special Purpose Fund		\$517,597	Webster's Corners Elementary	Replace Sanitary Force Main	100,000
			Westview Secondary	Front Entrance Flooring	50,000
			Whonnock Elementary	Roof Upgrade - Sections 1-3-4 & 5	230,000
			Whonnock Elementary	Replace Flowguard DCW & DHW lines	100,000
			Yennadon Annex	Learning Environment Enhancement	48,000
			Total Capital Fund AFG		\$2,722,339
			TOTAL AFG		\$3,239,936

The Board approved AFG spending plan will be incorporated in the 2023/24 Preliminary Budget Bylaw that will be approved by the Board.

RECOMMENDATION:

THAT the Board approve the 2023/24 Annual Facility Grant Spending Plan and authorize the Secretary Treasurer to submit the 2023/24 AFG Spending Plan to the Ministry of Education and Child Care.

**ITEM 8**

To: **Board of Education**

From: Board Policy Development Committee

Re: **POLICY REVIEW UPDATE**

Date: April 12, 2023
(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 next four years.

On March 3, 2023 the Board Policy Development Committee met, reviewed and is proposing housekeeping changes only to the following policies:

- Policy 2320: Board Committees and Trustee Representation (Attachment A)
- Policy 2410: Board Correspondence (Attachment B)
- Policy 2500: Board Policy Development (Attachment C)
- Policy 2900: Trustee Professional Development and Attendance at Conferences
- Policy 2925: Trustees - Provision of Resources (Attachment E)

RECOMMENDATION:

THAT the Board approve:

- **Policy 2320: Board Committees and Trustee Representation**
- **Policy 2410: Board Correspondence**
- **Policy 2500: Board Policy Development**
- **Policy 2900: Trustee Professional Development and Attendance at Conferences**
- **Policy 2925: Trustees - Provision of Resources**



SD 42 POLICY: 2320

BOARD COMMITTEES AND TRUSTEE REPRESENTATION

PHILOSOPHY

The Board of Education ("The Board") believes that the function of Board Committees is to help the Board fulfil its role. A Board Committee is a mechanism that permits deeper examination to be given to issues than could reasonably be given by the full Board. The role of Committees is to support, not replace, Board responsibility.

Each Board Committee shall operate according to a Board approved mandate outlining its membership, duties and responsibilities.

The Board of Education supports trustee participation on other committees and organizations that support the Board in fulfilling its governance role and supports the achievement of the goals set out in the Board's strategic plan.

BOARD COMMITTEES

The established Board Committees are the:

- i) Finance and Audit Committee;
- ii) Budget Committee;
- iii) Facilities Planning Committee; and
- iv) Board Policy Development Committee.

This structure is subject to change from time-to-time, as the Board considers which of its responsibilities will best be fulfilled through more detailed review by a Committee.

When necessary ad hoc Board committees may be established for specific purposes, and a specific length of time. When the Board establishes an ad hoc committee, it shall determine its membership, terms of reference and reporting out date.

TRUSTEE REPRESENTATION ON OTHER COMMITTEES AND ORGANIZATIONS

The Board shall appoint trustee representatives to other committees and organizations if the work of the committee or organization supports the Board in fulfilling its governance role and supports the achievement of the goals set out in the Board's strategic plan.

The Board Chairperson in consultation with the Vice-Chairperson, the Superintendent of Schools and the Secretary Treasurer shall determine if a Trustee representative or a staff representative is required for each non-board committee and organization that asks for school district representation.

COMMITTEE APPOINTMENTS

The Board Chairperson shall appoint Trustees to all Board Committees, and other Committees and Organizations where trustee representation is required.

The Superintendent of Schools and the Secretary Treasurer appoint resource personnel to work with board committees, and shall determine the roles, responsibilities, and reporting requirements of the resource personnel.

COMMITTEE MINUTES AND REPORTS

All committees of the Board, unless otherwise directed, shall prepare and submit minutes or a report to the Board to be included in the appropriate Agenda package.

ROLE OF TRUSTEES & CONDUCT OF BUSINESS

Board Committees

Although by nature, committees provide a forum for deliberation that is less formal than Board meetings permitting more latitude in discussion, it is expected that meetings will be conducted in accordance with *Robert's Rules of Order*.

Only Trustees may vote. Minutes will be kept of the committee deliberations and administrative resource persons will participate as required.

The Superintendent ~~/ of Schools or the~~ Secretary Treasurer may assign a chief resource person to the committee. Any research and correspondence necessary for the work of the Board committee will be conducted by the resource person on direction of the committee.

Staff Committees

Staff committees are always chaired by a staff member appointed by the Superintendent of Schools or by the Secretary Treasurer.

Committee meetings may be formal or informal. Variations might include:

- Voting (majority decision);
- Consensus (all agree);
- Chairperson (staff member) makes all decisions subject to whatever higher authority governs.

Trustees will act purely as observers and advisors, always reserving the right (and obligation) to speak and vote freely when matters arising from the committee are taken to the Board. A Trustee's commitment is, first and foremost, to the Board.

Decisions of the committee must always be made within the authority given (specific) or delegated (general) by the Board. All actions require prior Board approval if outside the committee's mandate.

The committee Chairperson (staff):

- Clarifies Terms of Reference for the committee;
- Ensures notification of meetings are sent and appropriate notes are kept;
- Provides all representatives with sufficient information to enable them to function as expected in their capacity as members of the committee;
- When there is voting or consensus, minutes must be kept and circulated to all members;
- Makes reports to the Board through the established senior management structure

Other Committees and Organizations

Trustees appointed to other committees and organizations may or may not participate as voting members, depending upon the nature and purpose of their involvement.

Trustees should be cautious not to put themselves into a conflict of interest situation. Their more common role will be as resource or liaison persons.

Regardless of the nature of Trustees' participation, they do not have the authority to act on behalf of, or commit the Board.

APPROVED: June 19, 2019

SD 42 POLICY: 2410

BOARD CORRESPONDENCE

PURPOSE

The Board of Education ("The Board") has established the following policy regarding the process of handling electronic and paper correspondence ("correspondence") addressed to the Board of Education and individual trustees.

The Board's goal is to ensure that such correspondence is dealt with in an expeditious, fair and thorough manner.

GUIDING PRINCIPLES

1. Correspondence specifically addressed to the "Board of Education" or "Board of Trustees" or addressed to School District No. 42 and related to the governance function shall be included on the appropriate Board agenda.

The item will appear under correspondence on the appropriate Agenda where it is either received or moved from correspondence to an appropriate location on the Agenda where some direction can be given. Direction can be:

- a simple referral to staff to respond directly to the inquiry; or
- a request to staff to provide additional information and a recommendation if required;
- a decision at that time if the subject is relatively clear.

If the correspondence so addressed is a complaint the Chairperson, Superintendent of Schools, Secretary Treasurer or designate ~~or a representative of the School District (possibly senior staff)~~ may contact the complainant to determine if they wish the matter to be dealt with at a Public Board meeting (that may not have been their intent).

2. Correspondence in response to a Board Inquiry (i.e. letters from the Ministry of Education) shall be included on the appropriate Board agenda.
3. For correspondence addressed to the Chairperson (may or may not be copied to all Trustees) the Chairperson shall exercise some discretion on the matter in consultation with the Vice-Chairperson and/or Senior Staff as to how the response should be handled.

If the correspondence is an operational complaint the Chairperson may respond with direction on the appropriate person to talk to at the staff level (in accordance with the appeals policy and guidance on the website about how to resolve disputes). The Chairperson will provide "direction but not a position" on the matter maintaining sufficient distance to allow for a later appeal to the Board if required. The response from the Chairperson will be copied to all Trustees and the Senior Staff. Once the matter is dealt with by staff the disposition will be shared with the Trustees via email. The principle is that everyone who is notified about a complaint should be apprised of the resolution or outcome.

If the correspondence is requesting clarification of an existing policy the Chairperson can respond with the required clarification copying all Trustees and Senior Staff in the process. If the correspondence is requesting a change in policy it should be referred to the Board Policy Development Committee to determine if further work is warranted.

4. Correspondence or verbal comment or question addressed to one or more but not all Trustees – Trustees receiving formal input should refer the item to the Chairperson and copy to All Trustees. The Chairperson will respond in accordance with the guidelines noted above.

It is understood that all Trustees will be approached from time to time by constituents who know them and that they will receive input on emerging issues primarily through incidental discussion. It is not anticipated that all such input will be formalized and shared however, at the point the communication is moving toward a more formal concern or complaint the individual making the comment should be encouraged to follow the protocols noted above and senior staff and the rest of the Trustees should be informed.

5. Invitations to all Trustees – will not be included in a Board Meeting Agenda. The correspondence shall be forwarded to the Office of the Secretary Treasurer for event attendance coordination purposes.
6. Correspondence the Board has directed the Chairperson to send on the Board's behalf – During the course of a Board meeting, resolutions may be passed directing the Chairperson to prepare and forward correspondence expressing the Board's congratulations, thanks or an opinion on a subject.

If the subject is relatively straight forward (a thank you letter) the Chairperson can either prepare a draft and ask the Executive Assistant to prepare the formal letter for signature and send it out or ask the Secretary Treasurer to arrange for the letter to be written for the Chairperson's signature.

If the letter is more sensitive in nature (ie. a letter to the Minister of Education and Child Care) expressing the Board's opinion on a matter a draft should be prepared either by the Chairperson or Secretary Treasurer (at the Chairperson's discretion) and reviewed and edited as required in a meeting involving the Chairperson, Vice-Chairperson and Secretary Treasurer. In the absence of the Secretary Treasurer, the Superintendent of Schools will be asked to assist. The final version will be copied to all Trustees and all other appropriate parties as determined by the Chairperson, Vice-Chairperson and Secretary Treasurer. It is noted that the Board may choose to request the opportunity to review a draft letter before it is sent out providing such request forms part of the resolution directing that the letter be prepared. Since this will slow the process down for conveying the Board's position it is anticipated this approach will be requested on very rare occasions only.

While transparency and sending copies of letters to a standard list of interested parties will generally be the practice it is understood that who the Board copies its correspondence to constitutes part of the message being sent and may have a bearing on the ongoing relationship with the intended recipient. Since maintaining positive working relationships is critical to the Board achieving its goals some consideration should be given to what the Board is trying to achieve in both the drafting of the letter and the list of persons and agencies letters are copied to.

APPROVED: May 15, 2019

**SD 42 POLICY: 2500****BOARD POLICY DEVELOPMENT**

The Board of Education ("The Board") of School District No. 42 (Maple Ridge-Pitt Meadows) believes that the establishment and evaluation of school district policy is a key responsibility of the Board.

The objective of the Board is to establish policies which provide direction and guidance for school district operations consistent with the School Act and its regulations, ministerial orders, other legislation, and the school district's Strategic Plan. Board policies assist staff in the development of procedures required to implement Board policy. Policies will generally be broad enough to allow discretionary action, yet specific enough to provide clear direction to those responsible for implementing policy decisions of the Board.

The Board delegates the responsibility for the review of existing policies for currency and relevancy and the development of new policies to the Board Policy Development Committee ("Committee"). The Committee shall be comprised of two Board appointed Trustees, the Superintendent of Schools and the Secretary Treasurer. The Committee is empowered to add other persons to the committee on a specific policy basis in order to ensure appropriate expertise and experience is available.

On a specific policy basis the Board reserves the right to modify the policy development process outlined in this policy.

The Board's policy making process consists of the following stages:

1. INITIATION

The need for a new or revised policy statement in a particular area is identified by the Board or the Board Policy Development Committee through review of the legislative framework, existing policies and school district strategic plan.

2. DEVELOPMENT

It is the responsibility of the Board Policy Development Committee to consider the issue in question, obtain necessary information, explore policy alternatives and draft the proposed policy. Frequently this will involve preliminary Board consideration of policy alternatives and draft policy statements. At times there may also be a need to explore policy alternatives with constituent groups.

The Committee will consider the effects on the various groups of people, including students, staff, senior management, trustees and the community at large, and for that reason, the Committee work involves appropriate consultation with interested parties before policy recommendations are made to the whole Board.

When appropriate, the Superintendent of Schools or Secretary Treasurer shall seek legal advice on the intent and the wording of the policy.

3. REFINEMENT

Consultation on the proposed policy is undertaken as appropriate, and the necessary revisions are made.

The Committee will determine appropriate timelines for each consultation process including the strategies for conducting the consultation process. Consultation may include written notification of the affected parties as well as other forms of processes which may include the use of meetings, focus groups, and written or oral presentations by interested parties.

Upon completion of the proposed draft policy the Committee will present it to the Board for information.

Following a Board determined public input period, the Committee will again consider feedback prior to making its final recommendation to the Board for policy adoption.

Upon completion of the work of the Committee, the policy will be recommended to the Board for adoption.

4. APPROVAL

In this stage, the Board formally adopts the policy as proposed or revised and the policy is effective immediately unless specified differently by the Board.

Adoption of a policy statement shall be by Board motion.

POLICY IMPLEMENTATION

It is the Superintendent of School's responsibility as Chief Executive Officer of the Board to implement Board policy. To do so, the Superintendent will ensure distribution of the policy and, where necessary, issue administrative procedures and meet with affected groups to ensure understanding of Board intent.

POLICY EVALUATION

The quality of policy and the extent of its implementation should be systematically evaluated. The Superintendent of Schools is responsible for ensuring that policy is evaluated within one year of policy formulation and thereafter on regular basis as part of the review and revision process.

POLICY PUBLICATION

The Board's policy manual will be kept up to date in electronic format by the Office of the Secretary Treasurer. Appropriate notification of new policies and revised existing policies will also form part of the publication process.

ABSENCE OF POLICY

In the absence of existing policy, the Board may make decisions, by resolution, on matters affecting the administration, management and operation of the school district. Such decisions carry the weight of policy until such time as specific written policy is developed.

APPROVED: June 19, 2019

**SD 42 POLICY: 2900**

TRUSTEE PROFESSIONAL DEVELOPMENT AND ATTENDANCE AT CONFERENCES

The role of Trustees is increasingly demanding and complex. In order for trustees to fulfill this role it is important for individual Trustees to recognize the need for, and take advantage of, professional development opportunities available.

It is the responsibility of the Board to ensure that budgetary provisions are made to facilitate the professional development of trustees and it is the responsibility of the Superintendent of Schools and Secretary Treasurer to ensure that trustees are kept informed of professional development opportunities available.

The professional development of trustees should include:

- (i) Access to the resources of the School District;
- (ii) Access to educational publications such as books, journals and newsletters;
- (iii) Participation in conferences, workshops and ~~in-service activities at local, provincial, national and international levels;~~ professional development;
- (iv) Memberships in educational associations.

1. PURPOSE OF ATTENDANCE

In order that they may fulfill their role in a dynamic, complex school district like Maple Ridge – Pitt Meadows, trustees are encouraged and have a responsibility to attend and participate in appropriate conferences, conventions, seminars, workshops and other programs that will contribute to their growth as a school trustee. “Appropriate” conferences and programs are not limited to, but include those where:

- (a) Representatives of educational systems meet to debate and formulate positions to be taken and submissions to be made to higher levels of government regarding educational matters. Examples include the annual general meetings of the BC School Trustees’ Association (BCSTA), the Canadian School Board Association, (CSBA), and the BC Public School Employers’ Association (BCPSEA). This definition would also include specially called BCSTA and BCPSEA conferences, called from time to time as issues arise, at which the School District should be represented.
- ~~(b) Conferences and training workshop programs supporting professional development and learning to assist trustees with meeting their responsibilities and duties aimed at the dissemination of information intended to assist locally elected representatives of educational systems to meet their responsibilities and duties. Examples would include BCSTA’S New Trustee Workshops and annual zonal Trustee education programs.~~

2. BUDGETARY PROVISIONS FOR AND LIMITATIONS ON CONFERENCE ATTENDANCE

Budgetary provisions will be made every four (4) years to permit each Trustee to attend BCSTA’s New Trustee Workshops, in the first year a Trustee is elected to the Board. Due to

the purpose and nature of this training and orientation, it is strongly recommended that each new Trustee attend.

The Board will include in its annual operating budget, an allocation for trustees to attend recommended professional development offered by the following organizations: BCSTA, CSBA, BCPSEA, school district sponsored or hosted learning events, other conferences, conventions, etc., that the Board deems to be appropriate professional development opportunities.

3. MEMBERSHIPS & PUBLICATIONS

In recognition of the fact that appropriate memberships and a variety of educational journals and publications, are available and could provide trustees with valuable assistance in performing their role, the Board will make provision in the annual operating budget for the cost of providing this form of professional development.

4. EXPENSE REIMBURSEMENT

Trustees attending functions in accordance with this policy may claim reimbursement of necessary expenses as provided in Board Policy 4410.

The Secretary Treasurer reviews and approves all trustee reimbursement claims filed under this policy.

5. FINANCIAL REPORTING

Trustees on a quarterly basis will receive a detailed financial accounting of all expenses reimbursed and requiring reporting under the terms of the Financial Information Act (FIA) within one month following each quarter.

6. ANNUAL BUDGET LIMITS

Each year, the Board will set the individual budget amounts for each Trustee and by category through the Operating Budget and publish the amounts on the School District's website.

APPROVED: May 15, 2019

**SD 42 POLICY: 2925****TRUSTEES – PROVISION OF RESOURCES****1. RESOURCES PROVIDED FOR TRUSTEES' HOME OFFICE USE**

The Board recognizes all Trustees must maintain an office in their home and will purchase and provide specific resources to effectively assist them in fulfilling their duties.

The Information Technology ("IT") Department will purchase and provide the Trustees with computer equipment that is fully compatible with the Trustee ~~Paperless-Electronic~~ Meeting System. This system will allow Trustees full access to resources and confidential information that is needed for their positions. A School District email account will be set up for all Trustees.

Security

- Authentication
 - For security purposes, Trustees need to use the password complexity requirements set forth by the IT department to log into their computer and network resources.
 - Trustees will not release their passwords to any individual because of the sensitive nature of the information contained herein.
- Anti-Virus
 - All district owned computers have a centrally managed anti-virus system to maintain data integrity. No modification or deletion of this system is permitted.
- Encryption
 - Sensitive data should only be posted to encrypted and secure sites and should only be stored to encrypted media such as encrypted thumb drives.
- Acceptable Use Agreement
 - Public cloud computing is not suitable when dealing with the School District's sensitive business data because of FOIPPA and the laws in British Columbia.
 - The IT department will be notified immediately by Trustees if a School District owned computer has been lost or stolen so that the IT department can initiate a trace or data wipe under these circumstances.

Disposal

- Disposal of equipment provided to Trustees will follow the Board approved Disposal of Equipment policy.

Recommended Software

- All Trustee computer equipment will be supplied with a complete suite of productivity tools.
- Computer equipment will be preconfigured to securely attach to the School District's wireless networks and computing services.
- In order to ensure new software is compatible with our standard suites and free of anti- malware /anti-virus software, additional software can be installed only with IT approval.

Service Level Agreement ("SLA")

- IT issues will be logged/reported to the IT department by staff of the office of the Secretary Treasurer, on behalf of Trustees.

2. REIMBURSEMENT OF APPROVED EXPENSES

The approved expenditures for reimbursement are:

- Internet service provider or ~~Personal Communications Device (PCD)~~ cost as per annual budget limit; ~~reimbursed twice a year in December and June.~~
- Required business auto insurance, once a year as per Board Policy 4410 Travel Expenses.
- Out of District automobile use as per Board Policy 4410 Travel Expenses.

3. USE OF OTHER RESOURCES

Trustees are required to obtain the permission of the Board to access any of the following resources:

- Use of School District letterhead for external correspondence;
- Borrow or purchase materials;
- Use of Board equipment other than provided; and
- The services of School District employees.

4. FINANCIAL REPORTING

Trustees on a quarterly basis will receive a detailed financial accounting of all expenses reimbursed and requiring reporting under the terms of the Financial Information Act (FIA) within one month following each quarter.

5. ANNUAL BUDGET LIMITS

Each year, the Board will set the individual budget amounts for each Trustee and by category through the Operating Budget and publish the amounts on the School District website.

APPROVED: January 16, 2013
AMENDED: December 11, 2019



ITEM 9

To: **Board of Education**

From: Superintendent
Harry Dhillon

Re: **SUPERINTENDENT'S UPDATE**

Date: April 12, 2023
(Public Board Meeting)

Information

RECOMMENDATION:

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

To: **Board of Education**

From: Trustee
Kim Dumore
Trustee
Mike Murray

Re: **DISTRICT PARENT ADVISORY
COUNCIL**

Date: April 12, 2023
(Public Board Meeting)

Information

Date of meeting: March 9, 2023

Items discussed:

1. **Alexandra Tudose, John Hayer and a GFL representative** talked to the group about the school district recycling program and offered to meet with individual Parent Advisory Councils to discuss the program with respect to the Hot Lunch programs offered by PAC groups and recycling in the school in general. The intent is to make recycling as effective as possible and reduce the impact on school custodians as much as possible given their tight schedules. The discussion included a review of the audit program and the means by which some schools are helping out by encouraging students to take their recycling and trash home at the end of each school day.
2. **Assistant Superintendent Ken Cober** shared the registration process and priorities for Kindergarten and grade eight registrations.
3. **Trustee Kim Dumore** reviewed the opportunities for budget feedback including input from DPAC on March 29, 2023 (DPAC has asked PACS for input ahead of that date) and April 19, 2023 when individuals can present to the Board of Education in person at the Budget Public Input meeting. An online survey will also be available. It was noted that there is also an opportunity to provide school calendar feedback in an online survey - the survey closes on March 18, 2023. Two comments were received regarding Pro-D days on a Wednesday and the Kanaka calendar Christmas break beginning later this year. Although the full extent of funding for the school district is currently not known, the Province has identified funding for school food programs for the next three years.
4. **CUPE representatives Lisset Peckham and Jamy Walker** talked about the need for an enhanced response to snow removal on days when school remains in session. DPAC has spoken to the Superintendent about this and it has been confirmed that a review is currently underway to avoid the recent problems experienced at schools. In light of the presentation on recycling they also reiterated their request to visit GFLs recycling facilities. CUPE also mentioned their request for lunch hour supervisors to receive first aid training. It was noted that all school sites do have designated first aid staff.

5. **DPAC Executive members** shared information on:
- a. the Youth Strategy survey open to students ages 11 to 24 – deadline has been extended to mid-April.
 - b. The need for PACs to approve Academy fees
 - c. Approvals through motions for By Law amendments necessary to meet BC Gaming requirements, holding virtual seminars and for online safety and “Just Body Science”
 - d. Nominations for DPAC awards
 - e. Key dates (BCCAC Conference, awards dinner, Earth Day
 - f. Translink workshops for students
 - g. Youth Tank

Date of next meeting: April 20, 2023

To: **Board of Education**

From: Trustee
Pascale Shaw

Re: **MAPLE RIDGE-PITT MEADOWS ARTS
COUNCIL**

Date: April 12, 2023
(Public Board Meeting)

Information

Date of meeting: March 27, 2023

Items discussed:

1. Staffing challenges

- Some new staff have been hired but there is need for more volunteers
- The ability to take on new rentals is being impacted by the lack of volunteers
- Those already volunteering cannot take on anymore as they are already contributing so much

2. 20th Anniversary Project

- Preliminary details for the 20th anniversary project, timeline was released
- Install target is spring 2024
- Looking for artist with experience with large scale pieces and familiar with the ACT
- Art must maintain sign lines to inside the building for security reasons
- Discussed project parameters including construction and materials

3. Awards Committee

- Discussed scholarship, sponsors, grants and business of the year
- Scholarship deadline to apply March 31, 2023

4. City Council Representative – Korleen Carreras

- Finishing up council plan
- Master plan in final stages

Date of next meeting: TBA

To: **Board of Education**

From: Trustee
Kim Dumore

Re: **SOCIAL POLICY ADVISORY**

Date: April 12, 2023
(Public Board Meeting)

Information

Date of meeting: April 5, 2023

Items discussed:

uPlan's-Youth Tank-uPlan has created a youth entrepreneur showcase for young people's business ideas with an opportunity to win \$5000 + called Youth Tank. The deadline to receive applications for the tank has been extended to the end of April. The Kiwanis Club of Golden Ears has provided the initial \$5,000 prize funding, and sponsorship dollars are accumulating. The Youth Tank will be at Albion Community Centre on June 10, 2023. Additional information and tickets will be available on their website at <https://www.uplanrm.ca/>

Liaison Updates:

The City of Maple reported on the Master Plan completed for Parks Recreation and Culture. They also spoke to the new Guns and Gangs task force funding that will be focusing on youth in Maple Ridge.

Council update on the completion of Mayor and Council Strategic Planning sessions. Feedback is being collected at <https://engage.mapleridge.ca/councilstrategicplan>

SD42 Student Charity Event follow-up. The student group that presented at the previous meeting has since connected with the Salvation Army and the Period Promise to enhance care packages for the homeless.

Taskforce Update:

YPT-Youth Planning Table reported on the youth survey will be online shortly, and all are encouraged to complete it. This survey will frame the future Youth Planning Table Strategy.

Community Action Table (STORM) "The Cat Table" will offer a "Show n Shine" event in conjunction with Father's Day to shine awareness on male overdose rates and provide an opportunity to access resources. The CAT Table has issued a letter to Mayor and council, MLA's Bob D'Eith and Lisa Beare, and Minister Kahlon requesting that a Youth Safe House be reopened in Maple Ridge. Sixteen CAT table organizations have signed the letter in support of a safe house for the community.

Date of next meeting: June 7, 2023

**ITEM 13****To: Board of Education****From:** Trustee
Kim Dumore**Re: RIDGE MEADOWS OVERDOSE
COMMUNITY ACTION TEAM****Date:** April 12, 2023
(Public Board Meeting)

Information

Date of meeting: March 10, 2023**Presentation: Maple Ridge Overdose Outreach Team (OOT)**

A new Fraser Health team primarily works with people using substances in the home. They support people who access the highly unregulated drug supply. It is a mobile harm reduction support service, including trauma-informed care. To refer a client, call 236-332-4857.

Items discussed:

Peer Support: New peer outreach and education team has recently started service in the community. Outreach, harm reduction, and the Black Balloon Day event are some of the activities that have started in the community.

Homeless Count: Took place March 8, 2023. The peer team connected with people in the community. The group connected with food and other support to get the survey completed.

Hub Update: There are three Hubs currently in Maple Ridge, HUB West at Maple Ridge Church is a temporary site as a trial, and Hub East Maple Ridge Baptist Church has a shower house that is coming in shortly; they are also providing harm reduction, food and many community connections and referrals. The third hub is at the MSDPR office, the original hub started by STORM. A Hub connect event is happening in April, with a lice and scabies trailer coming to support both West and East hubs. A lot of good news is coming from the Hubs. People are getting connected to services and support they desperately need.

Salvation Army: A new medical room to support wound care and a new wheelchair-accessible washroom with a shower for clients.

Date of next meeting: April 14, 2023

**ITEM 14****To: Board of Education****From:** Secretary Treasurer
Flavia Coughlan**Re: QUESTION PERIOD****Date:** April 12, 2023
(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 12, 2023. 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 15****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 15, 2023, Closed

Call to Order	Meeting called to order at 1:32 p.m.
Motion of Exclusion	Approved
Approval of Agenda	Approved as circulated
Approval of Minutes	Approved as circulated
Superintendent Information Item	Received
Secretary Treasurer Information Item	Received
Trustee Reports	Received
Adjournment	Meeting adjourned at 3:01 p.m.