



**PUBLIC MINUTES OF THE  
BOARD OF EDUCATION MEETING  
Wednesday, February 12, 2014 (6:00 PM)  
DEO Board Room**

**IN ATTENDANCE:**

**BOARD MEMBERS:**

Board Chairperson – Mike Murray  
Trustee – Susan Carr  
Trustee – Ken Clarkson  
Trustee – Kathy Marshall  
Trustee – Sarah Nelson  
Trustee – Dave Rempel

**STAFF:**

Acting Superintendent – Laurie Meston  
Secretary Treasurer – Flavia Coughlan  
Assistant Superintendent – Shannon Derinzy  
Assistant Superintendent – David Vandergugten  
Mgr. of Communication/Community Relations – Irena Pochop  
Executive Assistant – Karen Yoxall

**ABSENT:**

Vice-Chairperson – Eleanor Palis

**A. OPENING PROCEDURES**

1. Call to Order

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

2. Correspondence

There is no correspondence.

3. Agenda

**Moved:** Trustee Rempel

**Seconded:** Trustee Marshall

Additions/Amendments:

Trustee Motions – Motion submitted by Trustee Nelson

THAT the Agenda be ordered as amended.

**CARRIED**

The Chair opened the floor to others wanting to speak to the Agenda.

**B. CONFIRMATION OF MINUTES**

1. January 29, 2014 Public Board Meeting Minutes

**Moved:** Trustee Rempel

**Seconded:** Trustee Clarkson

THAT the Minutes of the January 29, 2014 Public Board Meeting be approved as circulated.

**CARRIED**

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**C. PRESENTATIONS/DELEGATIONS****1. Safe Schools – Sherri Skerratt****Moved:** Trustee Rempel**Seconded:** Trustee Nelson

Sherri Skerratt presented information on the implementation of the Safe and Caring Schools Policy that was approved by the Board of Education on February 13, 2013. The presentation described the model – universal, targeted and intensive and included an overview of each.

THAT the Board receive the presentation on Safe Schools by Sherri Skerratt for information.

**CARRIED****D. CHAIR REPORT****E. DEFERRED ITEMS****F. TRUSTEE MOTIONS****Moved:** Trustee Nelson**Seconded:** Trustee Clarkson

THAT the Board respond to the article in the Maple Ridge News title “CUPE bristles” and clarify the details of the remuneration policy so that the public is informed of the policy about how decisions on annual remuneration are made.

**CARRIED****G. CHIEF EXECUTIVE OFFICER’S REPORT****1. Decision Items****a) Superintendent of Schools****i. 2014-2015 District School Calendar****Moved:** Trustee Rempel**Seconded:** Trustee Carr

The Acting Superintendent reported that for the past three years School District No. 42 has implemented a District-wide School Calendar. The School Calendar Regulation enacted in Spring 2012, established a new legislative framework that eliminated a Ministry standardized school calendar and set the requirements for a Board-established school calendar beginning in the 2013-2014 school year. The Regulation sets a minimum number of hours of instruction that Boards must offer to students during the school year. As well, there are different calendar information requirements for bricks-and-mortar and distributed learning schools.

The Acting Superintendent explained that the proposed draft 2014-2015 school calendars would be shared with the public for feedback before being presented to the Board in March for approval.

THAT the Board of Education approve the attached proposed draft school calendars to be shared with the public in order to receive public feedback.

**CARRIED**

- b) Deputy Superintendent
- c) Secretary Treasurer

- i. Budget Process

**Moved:** Trustee Rempel

**Seconded:** Trustee Nelson

The Secretary Treasurer reported that the School District is estimating that it will be facing a budget funding shortfall for 2014/2015 and that in accordance with the School Act, school districts in the province must approve a balanced budget for submission to the Ministry of Education by June 30, 2014.

The Secretary Treasurer presented the proposed 2014/2015 Preliminary Budget Process Timeline.

THAT the Board approves the proposed 2014/2015 Preliminary Budget Process Timeline.

**CARRIED**

**1. Information Items**

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

- i. Enrolment Projections

**Moved:** Trustee Rempel

**Seconded:** Trustee Nelson

The Secretary Treasurer reported that every year, the Ministry of Education requests that school districts provide a three year enrolment projection for the purpose of projecting operating grant requirements. It was explained that projections were calculated using enrolment projections from the Baragar system, three year average grade to grade transition rates and local knowledge of recent and historical enrolment trends.

THAT the Board receive the Secretary Treasurer's report on Enrolment Projections for information.

**CARRIED**

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**I. COMMITTEE BUSINESS****1. Committees of the Whole**

## a) Finance

i. Financial Statements Quarter Ended December 31, 2013**Moved:** Trustee Rempel**Seconded:** Trustee Clarkson

At the recommendation of the Finance Committee of the Whole, the Secretary Treasurer presented the Financial Statement Quarter Ended December 31, 2013 to the Board for approval and answered questions from trustees regarding reasons for variances presented in the statements.

THAT the Board approve the Financial Statements for the quarter ended December 31, 2013.

**CARRIED**

## b) Budget

i. 2013/2014 Amended Annual Budget Bylaw

At the recommendation of the Budget Committee of the Whole, the Secretary Treasurer presented the Amended Annual Bylaw for 2013/2014 to the Board for approval. It was reported that the Amended Annual Budget Bylaw for 2013/2014 included budgets for operating fund, special purpose funds, and the capital fund.

It was further reported that an overall \$0.38 deficit is projected. This annual deficit, which is permitted under the Accounting Practices Order of the Ministry of Education, is due to amortization expense exceeding the amortization of deferred capital revenue and budgeted capital asset purchases from operating and special purpose funds (\$0.80 million) offset by an estimated surplus for the year in local capital of \$0.42 million.

The Secretary Treasurer explained that this unrestricted surplus could potentially be used to assist in the offsetting of future projected funding shortfalls.

**Moved:** Trustee Rempel**Seconded:** Trustee Nelson

THAT the Board approve the transfer of \$315,000 from the Operating Fund to Local Capital to be used for Capital Lease payments due in 2013/2014.

**Moved:** Trustee Rempel**Seconded:** Trustee Carr

THAT the Board approve the transfer of any unrestricted surplus for 2013/2014 (currently estimated to be \$0.42 million) to Local Capital to potentially be used to assist in offsetting of future projected funding shortfalls.

**CARRIED.**

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**Moved:** Trustee Marshall

**Seconded:** Trustee Clarkson

THAT the Amended Budget Bylaw of the Board for the fiscal year 2013/2014 be given three (3) readings at this meeting. (vote must be unanimous).

**CARRIED.**

THAT the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) 2013/2014 Amended Annual Budget Bylaw be:

Read a first time on the 12<sup>th</sup> day of February, 2014;

Read a second time on the 12<sup>th</sup> day of February, 2014;

Read a third time, passed and adopted on the 12<sup>th</sup> day of February, 2014

**CARRIED**

## **2. Committee & Advisory Committee Reports**

- a) Aboriginal Education
- b) Board Policy Development
- c) District Student Advisory
- d) Education
- e) French Immersion Advisory
- f) Inclusive Education

## **J. QUESTION PERIOD**

A question was posed re: the proposed draft school calendar and CUPE employees. The Board Chair clarified that budget changes will be considered during the budget process for the upcoming year.

## **K. TRUSTEE REPORTS**

### **BC School Trustees' Association**

Trustee Clarkson explained that motions for the upcoming Annual General Meeting will be discussed at the BC School Trustees' Association Fraser Valley Meeting.

### **District Parent Advisory Council**

It was reported that the meeting was well attended, each school presented reports and Judy Dueck gave a presentation on emergency preparedness.

### **Artist in Residence Program**

Trustee Clarkson reported that the next Artist in Residence had been chosen.

### **Social Planning Advisory**

The Board Chair reported that funding for the safe house was at risk of being lost and is a great resource for children at risk in the community.

### **Tzu Chi Foundation**

Trustee Rempel reported that applications are due at the end of the month.

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Good News Items

Trustee Nelson reported that the Centennial Committee has chosen the heron mascots and is planning many activities for the celebrations that are due to take place on April 25th.

Trustee Carr reported on the Grad Transitions that took place at Maple Ridge Secondary School and that are scheduled again for April 9<sup>th</sup>.

**L. OTHER BUSINESS**

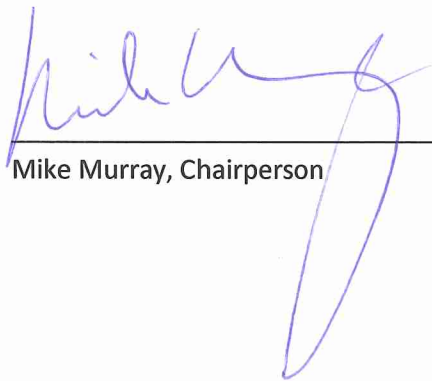
**M. ADJOURNMENT**

**Moved:** Trustee Rempel

**Seconded:** Trustee Nelson

THAT the meeting of the Board be adjourned at 7:23 p.m.

**CARRIED**



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Mike Murray, Chairperson



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Flavia Coughlan, Secretary Treasurer