

Wednesday, January 20, 2016  
Time: 6:00 p.m.

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

*"A man should first direct himself in the way he should go. Only then should he direct others" Buddha*

## **A G E N D A**

### **A. OPENING PROCEDURES**

ITEM 1

1. Call to Order
2. Correspondence
  - Frank Lento, Chairperson, School District No. 5 (Southeast Kootenay)
  - Lenora Trenaman, Chairperson, School District No. 8 (Kootenay Lake)
  - Moyra Baxter, Chairperson, School District No. 23 (Central Okanagan)
  - Tony Goulet, Chairperson, School District No. 28 (Quesnel)
  - Betty Baxter, Chairperson, School District No. 46 (Sunshine Coast)
  - Doug Skinner, Chairperson, School District No. 47 (Powell River)
  - Tony Cable, Chairperson, School District No. 57 (Prince George)
3. Approval of Agenda
4. Invitation for Public Input to matters on the Agenda - *Members of the public can provide input on items on the Agenda. Speaker's time is limited to 2 minutes per person. This agenda item has a time limit of 10 minutes.*

### **B. APPROVAL OF MINUTES**

1. December 9, 2015 ITEM 2

**C. PRESENTATIONS** - *Individuals and groups invited by the Board to make presentations. 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*

**D. DELEGATIONS** - *Registered delegations can make presentations to the Board. Time limits for individual delegations will be established to allow all registered delegations 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.*

### **E. DEFERRED ITEMS**

### **F. DECISION ITEMS**

1. Chairperson
2. Superintendent of Schools
  - a) 2016/17 and 2017/18 Proposed District School Calendars ITEM 3
3. Secretary Treasurer
4. Board Committees
  - a) Budget
  - b) Finance
  - c) Board Policy Development
  - d) Education
  - e) Aboriginal Education

### **G. INFORMATION ITEMS**

1. Chairperson
2. Superintendent of Schools
  - a) Middle Years IB Program ITEM 4
  - b) IT Budget Review – Quarterly Review Report ITEM 5
  - c) Superintendent’s Update ITEM 6
3. Secretary Treasurer
4. Board Committees & Advisory Committee Reports
  - a) Finance
  - b) Budget
  - c) Board Policy Development
  - d) Education
  - e) Aboriginal Education
  - f) Inclusive Education
  - g) French Immersion Advisory
  - h) District Student Advisory
  - i) Round Table with Partners
  - j) Facilities Planning

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

1. Draft Motion to BC School Trustees Association: Adult Graduated Student Grant ITEM 7
2. Draft Motion to BC School Trustees Association: School Site Acquisition Charge ITEM 8
3. Draft Motion to the Local Action Team: Letter of Support For An Integrated Youth Health Centre ITEM 9

#### **I. TRUSTEE REPORTS**

1. BC School Trustees Association Provincial Council
2. District Parent Advisory Council
3. Joint Parks and Leisure Services
4. Municipal Advisory & Accessibility
5. Maple Ridge-Pitt Meadows Arts Council
6. Ridge Meadows Education Foundation
7. Social Planning Advisory:  
<http://www.mapleridge.ca/AgendaCenter/Social-Planning-Advisory-Committee-10>
8. Tzu Chi Foundation
9. Other Board Liaison Representative Reports
  - a) Good News Items

**J. QUESTION PERIOD** - Questions, with the exception of Trustee questions, will be limited to one question per person with one follow-up clarification question, if necessary. Question period will be restricted to questions only – statements and debate will not be permitted. 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 10

#### **L. ADJOURNMENT**

To: **Board of Education**

From: Chairperson  
Mike Murray

Re: **OPENING PROCEDURES**

Date: January 20, 2016  
(Public Board Meeting)

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**Information/Decision**

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1. *CALL TO ORDER*

2. *CORRESPONDENCE (Information Item)*

- Frank Lento, Chairperson, School District No. 5 (Southeast Kootenay)
- Lenora Trenaman, Chairperson, School District No. 8 (Kootenay Lake)
- Moyra Baxter, Chairperson, School District No. 23 (Central Okanagan)
- Tony Goulet, Chairperson, School District No. 28 (Quesnel)
- Betty Baxter, Chairperson, School District No. 46 (Sunshine Coast)
- Doug Skinner, Chairperson, School District No. 47 (Powell River)
- Tony Cable, Chairperson, School District No. 57 (Prince George)

**RECOMMENDATION:**

**THAT the Board receive all correspondence for information.**

Attachments

3. *APPROVAL OF AGENDA (Decision Item)*

**RECOMMENDATION:**

**THAT the Agenda be approved as circulated.**

4. *INVITATION FOR PUBLIC INPUT TO MATTERS ON THE AGENDA - Members of the public can provide input on items on the Agenda. Speaker's time is limited to 2 minutes per person. The agenda item has a time limit of 10 minutes.*



# SCHOOL DISTRICT 5

## SOUTHEAST KOOTENAY

December 16, 2015

Honourable Mike Bernier  
Minister of Education  
PO Box 9045 Stn. Prov. Govt  
Victoria BC V8W 9E2

RE: Need for Fully Funded Renewed/Revised Curriculum Training

Dear Minister Bernier,

At the December 8<sup>th</sup>, 2015 Board meeting of School District 5 (SD5) Southeast Kootenay the following motion was carried:

*That the Board write a letter to the Ministry of Education requesting that they fund for all staff, including part-time, the two additional professional days that have been added to the 2015/16 school calendar to prepare for the new curriculum.*

While our Board is wholly supportive of the renewed/revised curriculum that government is rolling out over the next couple of years and appreciates that government has added two Curriculum Implementation Days to school calendars, we believe that a change as significant and sweeping as this requires the utmost support by government in order to make it the success it can and should be.

We understand that you are of like mind, having been quoted in the September 29<sup>th</sup>, 2015 Times Columnist saying "...as a parent myself, I expect the teachers to have the proper training to roll out the new curriculum."

Unfortunately, the financial support required to ensure all teachers have the proper training has not been provided to Districts by government.

Our Board does not have the money to cover training costs for our part-time teaching staff. Instead, we are forced to rely on the goodwill of these teachers to "volunteer" their time to this crucial training, encourage them to choose curriculum training over other necessary professional development or accept that

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• Chris Johns • Curtis Helgesen • Doug McPhee • Patricia Whalen

some teachers will simply not be properly trained on the renewed/revised curriculum.

Teacher training –a total value of \$100 million worth of teacher wages –appears to come at the expense of students who lose the equivalent hours of classroom instruction and presents no additional cost to government beyond the \$900,000 committed to provide local training sessions for 2,000 select teachers (to design the 10 hours of curriculum training in their districts) and a further \$100,000 to cover travel costs for teachers in rural school districts to attend the local training sessions.

Given the investment in time and resources committed to the development of the renewed/revised curriculum, the importance of this training and the subsequent \$100 million “in-kind savings” realized by government our Board respectfully requests that government provide the necessary funding to ensure that all teaching staff across BC are prepared to support the renewed/revised curriculum as it rolls out over the next couple of years.

Sincerely,



Frank Lento, Board Chair,  
SD5

Cc: Bill Bennett, MLA Kootenay East, BC  
John Horgan, Leader, BC New Democratic Party  
Rob Fleming, Education Critic, BC New Democratic Party  
Teresa Rezasnoff, President, BCSTA  
BCSTA for distribution to member Boards of Education  
Jim Iker, President BC Teachers Federation  
Nicole Makohoniuk, President, BCCPAC  
Shelley Balfour & Christina Smith, CFTA Co-Chairs  
Debbie Therrien, DPAC Chair  
Dan Noble, President, SD5 Administrators Association  
Media

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Jacqueline Blumhagen • Gail Brown  
• Chris Johns • Curtis Helgesen • Doug McPhee • Patricia Whalen

940 Industrial Road #1, Cranbrook BC, V1C 4C6 • Tel: 250.417.2055 • Fax: 250.489.5460 • [www.sd5.bc.ca](http://www.sd5.bc.ca)



# SCHOOL DISTRICT 5

## S O U T H E A S T K O O T E N A Y

January 4th, 2016

Honourable Mike Bernier  
Minister of Education  
PO Box 9045 Stn. Prov. Govt  
Victoria BC V8W 9E2

RE: Replacement of Mount Baker Secondary School and Invitation to Tour

Dear Minister Bernier,

Recently, Mayor of Cranbrook, Lee Pratt, forwarded our District a copy of the November 24<sup>th</sup> letter he received from you re: your discussion at the 2015 Union of BC Municipalities (UBCM) Convention around the City of Cranbrook's request for the replacement of School District 5's flagship school, Mount Baker Secondary School (MBSS) in Cranbrook.

School District 5 (SD5) and the City of Cranbrook signed a Partnership Proclamation in December 2012 to further this school replacement and SD5 has been working closely with a number of other partner groups toward the replacement of MBSS as a Neighbourhood Learning Centre (NLC) for the past several years.

We were therefore extremely pleased that in your correspondence with Mayor Pratt you indicated your understanding of our community's need for replacement of the ageing secondary school.

We understand that you suggested Mayor Pratt contact Shannon Mason, Assistant Deputy Minister, Planning and Major Projects Division and Ryan Spillett, Regional Director to set up a meeting and tour date of MBSS.

Respectfully, our Board will also be taking the liberty of contacting Ms. Mason and Mr. Spillett to invite them to tour MBSS and to meet with our Board of Education, District Administration and representatives from some of our important partner groups.

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• Chris Johns • Curtis Helgesen • Doug McPhee • Patricia Whalen



We also wish to extend this invitation to you, as Minister of Education, and invite you to tour additional schools in our District so that you may witness first-hand some of our outstanding program offerings, including our long-standing and successful dual-credit trades training programs, offered in partnership with the College of the Rockies (COTR).

We look forward to hearing back from you shortly so that we can begin to coordinate a date that works for both your Ministry party and our valued partners.

Thank you again for your interest in the replacement of Mount Baker Secondary School.

Sincerely,



Frank Lento, Board Chair,  
SD5

Cc: Bill Bennett, MLA Kootenay East, BC  
John Horgan, Leader, BC New Democratic Party  
Rob Fleming, Education Critic, BC New Democratic Party  
Mayor Lee Pratt, City of Cranbrook  
Teresa Rezasnoff, President, BCSTA  
BCSTA for distribution to member Boards of Education  
Shelley Balfour & Christina Smith, CFTA Co-Chairs  
Debbie Therrien, DPAC Chair  
Dan Noble, President, SD5 Administrators Association  
Media

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• Chris Johns • Curtis Helgesen • Doug McPhee • Patricia Whalen

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## **School District No. 8 (Kootenay Lake)**

### **Board Chair**

570 Johnstone, Nelson, B.C. V1L 6J2

Telephone: (250) 352-6681 Fax: (250) 352-6686

Toll Free: 1-877-230-2288 Web: [www.sd8.bc.ca](http://www.sd8.bc.ca)

**Academic Success ♦ Creativity and Imagination ♦ Citizenship ♦ Resiliency**

January 13, 2016

The Honorable Mike Bernier  
Minister of Education  
PO Box 9045, Stn Prov Gov  
Victoria, BC V8W 9E2

Dear Minister Bernier:

The School District No. 8 (Kootenay Lake) Board of Education would like to express our appreciation for the awarded sum of \$9,700 for the purpose of curriculum implementation support in our district. The additional amount of \$2,000 to support teachers in rural areas is also greatly appreciated. We wish to assure you that we will be using the funds according to the criteria you have set out through the Acting Deputy Minister, Jennifer McCrae. Specifically, we have been asked to focus the allocation of these funds on:

- Teacher attendance at local sessions for training and orientation to the new curriculum;
- Teacher attendance at sessions to plan the local non-instruction hours;
- Provision for Teachers to serve as champions and leaders to further train colleagues on the curriculum;
- Development of a draft implementation plan to be shared with the Ministry;
- Development of a report to the Ministry regarding the use of non-instructional time in our district which has been specifically provided for training and orientation to the new curriculum.

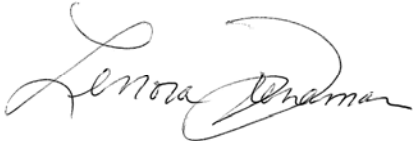
We are writing today to ask you for further consideration relative to the inclusion of Teaching Teachers on Call (TTOC's) and part time teachers who may wish to participate as facilitators in this implementation plan, and also for their participation in the designated non instructional days that have been dedicated for a focus on implementation of the new curriculum. As you know, TTOC's will not be called out, nor would they receive pay, for their participation in non-instructional days. Similarly, part time teachers who may wish to participate would not be receiving financial compensation if the training event is taking place on a day they wouldn't normally be working.

*Continued.../2*



While we recognize that the resources available are finite, we are concerned that there is an important group of teachers that may be overlooked in the implementation of these important changes in provincial curriculum. We believe that there would be benefit throughout the province in ensuring that all teachers have equitable opportunity to participate fully, with appropriate compensation for their efforts.

Yours truly,  
**SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE)**

A handwritten signature in cursive script, appearing to read 'Lenora Trenaman', written in dark ink.

Lenora Trenaman  
Board Chair  
[ltrenaman@sd8.bc.ca](mailto:ltrenaman@sd8.bc.ca)

cc     *Board of Education, School District No. 8*  
         *BCSTA Kootenay Boundary Branch*  
         *BCSTA All Boards*  
         *Kootenay Lake Teachers Federation*



## BOARD OF EDUCATION

**SCHOOL DISTRICT No. 23**

(CENTRAL OKANAGAN)

1940 Underhill Street, Kelowna, B.C. V1X 5X7

Tel. 250-860-8888 Fax 250-860-9799

Website: [www.sd23.bc.ca](http://www.sd23.bc.ca)

"Together We Learn"

December 14, 2015

The Honourable Michael de Jong  
Minister of Finance  
PO Box 9048, STN PROV GOVT  
Victoria, BC V8W 9E2

Dear Minister de Jong:

**RE: Select Standing Committee on Finance and Government Services – November 2015  
Recommendations for K-12 Education**

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At the December 9, 2015 Public Board Meeting, the Central Okanagan Board of Education passed the following Motion:

*THAT: The Board of Education write a letter to the Minister of Finance, with a copy to the Minister of Education, endorsing the Select Standing Committee on Finance and Government Services' report and recommendations for K-12 funding, and also endorsing the comments made in the December 4, 2015 joint letter from the provincial partners (BCSTA, BCSSA, BCPVPA, BCTF and BCASBO).*

Adequate capital funding must be provided for facility improvements, seismic upgrades and the building of new schools in areas with increasing student numbers. Additional funding is also necessary to ensure that school districts are able to continue to provide the quality public education our province is known for, and there must be an acknowledgement of the ever-increasing costs being faced by all sectors of public education.

The Committee's final recommendation for a review of the Ministry of Education funding formula for programs and services, as well as administrative staff compensation levels, is timely given the budget process about to begin for the 2016/2017 school year. Adequate and competitive compensation must be provided for all sectors. Attracting qualified personnel is the only way the system will continue to grow and improve.

**Board of Education - Trustees**

Moyra Baxter  
Christopher L. Gorman

Deb Butler  
Lee Mossman

Rolli Cacchioni  
Lee-Ann Tiede

Julia Fraser

The Central Okanagan Board of Education urges the provincial government to address and implement the recommendations of the Select Standing Committee on Finance and Government Services without delay, to ensure that school districts are able to continue with the exceptional education for our K-12 students that we take great pride in delivering.

Yours sincerely,

A handwritten signature in black ink that reads "Moyra Baxter". The signature is written in a cursive, flowing style.

Moyra Baxter  
Board Chair

copy: Central Okanagan Board of Education Trustees  
The Honourable Mike Bernier, Minister of Education  
The Honourable Christy Clark, Premier of British Columbia  
Dan Ashton, MLA  
The Honourable Norm Letnick, MLA  
The Honourable Steve Thomson, MLA  
Central Okanagan Teachers' Association  
CUPE Local 3523  
Central Okanagan Parent Advisory Council  
Central Okanagan Principals' and Vice-Principals' Association  
All BC Boards of Education c/o BCSTA

# **Quesnel School District**

401 North Star Road,  
Quesnel, BC  
V2J 5K2

Tel. 250-992-8802  
Fax 250-992-7652

## **Board of Education**

December 18, 2015

The Honourable Michael de Jong  
Minister of Finance  
PO Box 9048 STN PROV GOVT  
Victoria, BC V8W 9E2

Dear Minister de Jong:

### **Re: Executive Staff Compensation**

The Quesnel Board of Education is pleased that government has permitted a partial thaw in the freeze of management salaries. However, the method used by government has created a different set of hardships for both our district and management staff.

Salary increases for management, like the increases recently given to BCTF and CUPE staff, need to be fully funded by government. The Quesnel School District does not have the resources to implement this cost increase without impacting on other important district responsibilities, some of which may impact our students.

The exclusion of some members of the management team is of concern. In the Quesnel School District, the recently approved increases to some school principals will mean that they will be paid more than the Secretary-Treasurer who is one of the people the principals report to. Some principals, and other management personal, have at this time been excluded from the first round of increases which has resulted in some staff feeling that their contributions are not valued.

Finally, the increase that was permitted does not allow the Board to address the various inequities that exist within the District's management salary structure. It is our understanding that work is currently being done under the leadership of BCPSEA to review these matters but government must to be prepared to fully fund any required corrections once BCPSEA has completed its work.



.../2

In conclusion, the Quesnel Board of Education is requesting that government immediately include all management personal in the current round of salary increases, that all increases be fully funded by government, and finally that government accept and fund the findings of the BCPSEA report on management salaries.

Sincerely

**BOARD OF EDUCATION  
QUESNEL SCHOOL DISTRICT**



Tony Goulet  
Chairperson

TG/tr

- c: Trustees, Board of Education of School District No. 28 (Quesnel)
- The Honourable Coralee Oakes, MLA for Cariboo North
- The Honourable Mike Bernier, Minister of Education
- Mr. Rob Fleming, MLA - NDP Education Critic
- Mr. Renzo Del Negro, CEO – BCPSEA
- Ms. Sherry Eldwood, President – BCSSA
- Mr. Kevin Stretch, President/Secretary-Treasurer - BCASBO
- Mr. Kit Krieger, Executive Director – BCPVPA
- Mr. Brian Cullinane, QPVPA Co-Chairperson
- Ms. Wendy Forsythe, QPVPA Co-Chairperson
- BCSTA – for all other School Boards





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## BOARD OF EDUCATION

Delivered via online submission form

January 8, 2016

Special Committee to Review the *Freedom of Information and Protection of Privacy Act*  
PO Box 9055, Stn Prov Government  
Victoria, BC V8W 9E2

Dear Special Committee Members:

**RE: Submission to the Special Committee to Review the *Freedom of Information and Protection of Privacy Act***

At the Public Board meeting for School District No. 46 (Sunshine Coast) taking place on December 8, 2015, the board passed a motion to provide feedback to the Special Committee regarding restrictions in the *Freedom of Information and Protection of Privacy Act (FOIPPA)*.

Our Board believes strongly in both open and transparent government as well as the protection of individual privacy. While the current legislation does accomplish both of these very well, consideration should be given to the cost of overly restrictive clauses in the *Act* which attempt to eliminate all risks, no matter how remote their probability.

It is our limited understanding that prohibitive restrictions in the *Act* regarding the export of personal information severely limit access to current technologies that are useful to both students and staff. Both staff and students are often unaware of FOIPPAs anti-export restrictions and unknowingly place themselves in defiance of the *Act* by using readily available cloud based services. At other times, the compliance restrictions prevent districts' access to affordable technology solutions when data is stored outside of Canada. While the district is aware that consent documents are available in certain situations, the process is cumbersome and often difficult to navigate.

We recognize that the storage of data by staff and students to enhance the student learning environment is inherently different from the storage of enrollment data collected by schools. We suggest that you consider both these situations differently and offer flexibility depending on the purpose of the data and whether or not it is created or modified as a part of the student learning experience.



We request that the Special Committee review the requirements of the *Freedom of Information and Protection of Privacy Act (FOIPPA)* with these views in mind.

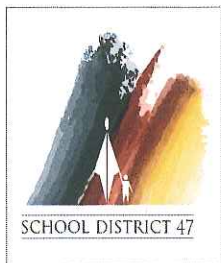
Thank you for your consideration.

Sincerely,



Betty Baxter  
Board Chair

p.c.: Board of Education of School District No. 46 (Sunshine Coast)  
Patrick Bocking, Superintendent  
Nicholas Weswick, Secretary-Treasurer



**SCHOOL DISTRICT NO 47 (POWELL RIVER)**

*Office of the Superintendent of Schools*

4351 Ontario Avenue, Powell River, BC V8A 1V3

Telephone: 604 485 6271 Fax: 604 485 6435

January 12, 2016

Honourable Mike Bernier,

On behalf of the Powell River Board of Education, we bring to your attention the District's perspective on the transitional experience since the implementation of MyEducation BC this fall. Though there is always an expectation of operational and training difficulties during implementation, this particular experience has not only cost our District thousands of dollars in unexpected staffing costs, but has caused an unacceptable level of frustration and educational delivery difficulties. While we understand the need for the software upgrade, the Board believes that the Ministry of Education should hold Fujitsu accountable for their failure to deliver a stable working environment.

Since August, we have had to work around speed, access issues and not being able to schedule students. School setup training, which had been scheduled for the beginning of the school year, had to be rescheduled due to the speed of the application. Currently, due to an ongoing issue with the District Catalogue service, Counsellors are unable to produce accurate Diploma Verification reports and, to date, many of the BC designed reports are unavailable to our school users. Fujitsu's response to the speed issue was to turn off features during operating hours that were not only required to do business (enrollment reporting and general data extracts), as well as turning off features that made the system attractive including managing rows per page, and mobile access. It has also been frustrating in that many of the issues that plagued users under the old BCeSIS system appear to have followed this new system.

At recent meetings with the Ministry of Education and the BCSTA, the topic of compensation was discussed and it was asked if the Ministry would be seeking compensation from Fujitsu. We recommend that the Ministry take this matter very seriously and that it not only begin the process of compensating all BC School districts, but that it also hold Fujitsu responsible for the failure to deliver a functioning product in the manner that was promised. There are many other 'off the shelf' products that would meet many of the needs of our District: and while we recognize the value of a shared service, the difficulties that are being encountered due to Fujitsu's failure to deliver makes the continued use of MyEducation BC undesirable.

I look forward to your response.

Yours truly,

Doug Skinner  
Chairperson  
Board of Education  
School District 47 (Powell River)

Tel: 604.414.5095|Email: [doug.skinner@sd47.bc.ca](mailto:doug.skinner@sd47.bc.ca)

Cc: BCSTA, PRDTA, CUPE, Superintendent's Office



## SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

2100 Ferry Avenue, Prince George, B.C. V2L 4R5

Phone: (250) 561-6800 • Fax (250) 561-6801  
www.sd57.bc.ca

December 3, 2015

The Honourable Christy Clark  
Premier Province of British Columbia  
PO Box 9041, Stn Prov Govt  
Victoria, B.C. V8W 9E1

The Honourable Michael de Jong, Q.C.  
Minister of Finance  
PO Box 9048, Stn Prov Govt  
Victoria, B.C. V8W 9E2

Dear Premier Clark and Minister de Jong:

Again this year our Board of Education has actively participated in the budget consultation process of the Select Standing Committee on Finance and Government Services. We presented to the committee by video-conference on September 29, 2015, and in response to a question from a committee member we provided an additional written submission on October 15, 2015.

We were pleased to read the report of the committee when it was released on November 13, 2015. As trustees responsible for the governance of public education for over 12,700 kindergarten to Grade 12 students over 52,000 square kilometres in BC's Central Interior, we were particularly pleased to note the Select Standing Committee's unanimous support for all of the report's recommendations. We wish to add our unanimous support for the three recommendations related to K-12 education, on page 11 of the report. A motion expressing this support was passed at our public meeting held on November 24, 2015.

The K-12 education recommendations reflect the concerns that we raised in our presentation to the committee. We note that the first two recommendations have been made by the Select Standing Committee previously. Certainly it is time for your government to act on all of these recommendations when it presents the 2016 Budget.

Sincerely,

Tony Cable  
Chair  
Board of Education

BE/wd

cc: Hon. Shirley Bond, MLA, Prince George-Valemount  
Mike Morris, MLA, Prince George-Mackenzie  
Boards of Education



**ITEM 2**

To: **Board of Education**

From: Chairperson  
Mike Murray

Re: **APPROVAL OF MINUTES**

Date: January 20, 2016  
(Public Board Meeting)

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**Decision**

**RECOMMENDATION:**

**THAT the Minutes of the December 9, 2015 Public Board Meeting be approved as circulated.**

Attachment

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**IN ATTENDANCE:**

BOARD MEMBERS:

Trustee – Mike Murray  
Trustee – Eleanor Palis  
Trustee – Lisa Beare  
Trustee – Susan Carr  
Trustee – Korleen Carreras  
Trustee – Ken Clarkson  
Trustee – Dave Rempel

STAFF:

Superintendent – Sylvia Russell  
Secretary Treasurer – Flavia Coughlan  
Executive Assistant – Karen Yoxall

ABSENT:

Deputy Superintendent – Laurie Meston

**A. OPENING PROCEDURES**

1. Call to Order

The meeting was called to order at 6:00 p.m. The Chairperson welcomed and thanked everyone for attending. The Chairperson acknowledged that this meeting is taking place on the traditional territory of Katzie First Nation and Kwantlen First Nation.

**B. ANNUAL ORGANIZATIONAL MEETING MATTERS**

1. Annual Report of Chairperson

**Moved/Seconded**

The Board Chairperson presented the Annual Report of the Chairperson highlighting events of 2015 including the completion of the Strategic Facilities Plan, the completion and implementation of the Energy Management Plan, the signing of the Fourth Five Year Aboriginal Education Enhancement Agreement and the adoption of numerous new and updated policies.

THAT the Board receive the Annual Report of the Chairperson for information.

**CARRIED**

2. Election of Board Officers/Nomination and Election Procedures

**Moved/Seconded**

THAT the Board approve the Trustee Elections proceedings in accordance with Procedure 2915.1: Trustee Elections – Chairperson and Vice-Chairperson.

**CARRIED**

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**Moved/Seconded**

THAT the Board proceed to elect a Chairperson and Vice-Chairperson in accordance with the attached nomination and election procedure (2915.1).

**CARRIED**

The Board Chair passed the gavel to the Secretary Treasurer who acted as Chair pro-tem for the election process.

The Chair pro-tem called for nominations for Chairperson of the Board for a one year term. A seconder was not required for nominations.

**Trustee Carr nominated Trustee Murray.**

The Chair pro-tem called for any further nominations. There were no further nominations. The Chair pro-tem asked Trustee Murray if he accepted the nomination.

**Trustee Murray Accepted the nomination.**

The Chair pro-tem called for a second time for nominations for Chairperson of the Board for a one year term. The Chair pro-tem then called for a third and final time for nominations for the position of Chairperson of the Board. There were no other nominations.

It was then announced by acclamation that the duly elected Chairperson of the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) for a one year period ended December 2016 is **Trustee Murray**.

The Chair pro-tem called for nominations for the position of Vice-Chairperson of the Board for a one year term. A seconder was not required for nominations.

**Trustee Palis nominated Trustee Carr.**

The Chair pro-tem called for any further nominations. There were no further nominations. The Chair pro-tem asked Trustee Carr if she accepted the nomination.

**Trustee Carr Accepted the nomination.**

The Chair pro-tem called for a second time for nominations for the position of Vice-Chairperson of the Board. The Chair pro-tem then called for a third and final time for nominations for the position of Vice-Chairperson of the Board. There were no other nominations.

It was then announced by acclamation that the duly elected Vice-Chairperson of the Board of Education of School District No. 42 (Maple Ridge-Pitt Meadows) for a one year period ended December 2016 is **Trustee Carr**.

**3. Remarks of Board Chairperson and Vice-Chairperson**

The Board Chair and Vice Chair thanked everyone. Trustee Palis spoke to her role as Vice Chairperson for the previous two terms.



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## **C. OPENING PROCEDURES: ORDINARY BUSINESS MEETING MATTERS**

1. Correspondence
2. Approval of Agenda

### **Moved/Seconded**

#### **Addition:**

Proposed Trustee Motions to BC Public School Employers Association's Annual General Meeting under Trustee Motions.

THAT the Agenda be ordered as amended.

#### **CARRIED**

3. Invitation for Public Input to matters on the Agenda

## **D. APPROVAL OF MINUTES**

1. November 18, 2015

### **Moved/Seconded**

THAT the Minutes of the November 18, 2015 Meeting be approved as circulated.

#### **CARRIED**

## **E. PRESENTATIONS**

## **F. DELEGATIONS**

1. Maple Ridge-Pitt Meadows Arts Council: Lindy Sisson and Landrie Davies

### **Moved/Seconded**

Lindy Sisson and Landrie Davies presented an overview of student volunteer opportunities, programs, scheduled gallery field trips and performance opportunities.

THAT the Board receive the presentation on Family and Youth Volunteer Programs by Lindy Sisson and Landrie Davies of the Maple Ridge Pitt Meadows Arts Council for information.

#### **CARRIED**

## **G. DEFERRED ITEMS**

## **H. DECISION ITEMS**

1. Chairperson
  - a) Proposed Committee Appointments

### **Moved/Seconded**

THAT the Board receive and approve the attached proposed committee appointments for a period of one year commencing December 9, 2015.

#### **CARRIED**

- 
2. Superintendent of Schools
  3. Secretary Treasurer
  4. Board Committees
    - a) Finance
    - b) Budget
    - c) Board Policy Development
    - d) Strategic Facilities Plan
    - e) Education Committee
    - f) Aboriginal Education

## **G. INFORMATION ITEMS**

1. Chairperson
2. Superintendent of Schools
  - a) Superintendent's Update

### **Moved/Seconded**

The Superintendent reported on an Interdisciplinary Arts Academy presentation at Garibaldi Secondary School, annual food bank collections at Garibaldi Secondary School and Samuel Robertson Technical Secondary School, the visit by Minister Bernier to Albion Elementary, Christmas concerts and the donation of dictionaries by the Meadow Ridge Rotary Club.

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

### **CARRIED**

3. Secretary Treasurer
4. Board Committees & Advisory & Advisory Committee Reports
  - a) Finance
  - b) Budget
  - c) Board Policy Development
  - d) Strategic Facilities Plan
  - e) Education
  - f) Aboriginal Education
  - g) Inclusive Education
  - h) French Immersion Advisory
  - i) District Student Advisory
  - j) Round Table with Partner Groups

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

Trustee Beare submitted the following three motions for submission the the BC Public School Employers Association Annual General Meeting:

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**MOTION 1****Moved/Seconded**

THAT The Board of Education submit a motion to the BCPSEA AGM requesting that the Ministry of Education release BCPSEA from the direction of the Public Administrator and reinstate Trustee Directors to the BCPSEA Board.

**CARRIED**

**MOTION 2****Moved/Seconded**

THAT The Board of Education submit a motion to the BCPSEA AGM requesting that BCPSEA ensure the costs incurred by Boards by the Economic Stability Dividend are fully funded for the duration of the Provincial Framework Agreement.

**CARRIED**

**MOTION 3****Moved/Seconded**

THAT The Board of Education submit a motion to the BCPSEA AGM requesting that BCPSEA and the Ministry of Education respect the local autonomy of Boards of Education and their ability to implement the attendance support and wellness initiative project.

**CARRIED**

**I. TRUSTEE REPORTS**Ridge Meadows Education Foundation

Trustee Rempel reported on an upcoming seminar that will take place in February.

Good News

Trustees reported on the Salvation Army Dignity Breakfast and Christmas events within the schools and community.

**J. QUESTION PERIOD****K. OTHER BUSINESS****L. ADJOURNMENT****Moved/Seconded**

THAT the Board adjourn the meeting.

**CARRIED**

The Public Board meeting adjourned at 7:29 p.m.

To: **Board of Education**

From: Superintendent  
Sylvia Russell

Re: **2016–2017 and 2017-2018**  
**PROPOSED DISTRICT SCHOOL CALENDARS**

Date: January 20, 2016  
(Public Board Meeting)

**Decision**

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**BACKGROUND/RATIONALE:**

For the past five years School District 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 2013-14 school year.

The Regulation also sets a minimum number of hours of instruction that boards must offer to students during the school year. It is important to note the Regulation is not intended to set or effect teacher hours of work.

As well, there are different calendar information requirements for bricks-and-mortar and distributed learning schools:

- 1) All Public Schools except Distributed Learning Schools must indicate
  - (a) The number and dates of the days in session;
  - (b) The number and dates of each day of instruction;
  - (c) The vacation periods and dates of statutory holidays;
  - (d) The dates of each non-instructional day; and
- 2) Subject to subsection (4), the following are the prescribed minimum hours of instruction that a board must offer to students enrolled in the schools in its district in the 2016/2017 school year and the 2017/2018 school year:
  - (a) 848 hours of instruction for students in kindergarten;
  - (b) 873 hours of instruction for students in grades 1 to 7;
  - (c) 947 hours of instruction for students in grades 8 to 12.

*Note: The minimum hours requirement is lower for Kindergarten students to allow for the gradual entry process at the beginning of each school year.*
- 3) Distributed Learning Schools
  - (a) The number and dates of the days in session;
  - (b) The dates on which the principal, vice principals, directors of instruction and teachers of the school are available for instruction; and
  - (c) The vacation periods and dates of statutory holidays.

Boards are not required to include their summer school schedules in calendars submitted to the ministry (s. 4 (3) of the Regulation).

In order to provide families and the District more opportunity to plan ahead, Senior Team is proposing calendars for both 2016/17 and 2017/18. Both these calendars meet **the required minutes of instruction** outlined in the regulations. These proposed calendars would include:

#### 2016/2017 Proposed District School Calendars

- For Regular and Distributed Learning a two week Christmas break from **Monday, December 19 to Monday, January 2, 2017**, a two week Spring break from **Monday, March 13 to Friday, March 24, 2017** (excluding Kanaka Creek Elementary) and one day not in session to coincide with the Family Day holiday on **Friday, February 10, 2017**. This will be an optional training day for 10 month CUPE employees. (Attachments A, B, E)
- Kanaka Creek Elementary calendar includes a four week Christmas break from **Monday, December 5 to Monday, January 2, 2017**, a four week Spring break from **Monday, April 3 to Friday, April 28, 2017** with the last day for students being **Wednesday, July 26, 2017**. (Attachments C, D)

#### 2017/2018 Proposed District School Calendars

- For Regular and Distributed Learning a two week Christmas break from **Monday, December 25 to Friday, January 5, 2018**, a two week Spring break from **Monday, March 12 to Friday, March 23, 2018** (excluding Kanaka Creek Elementary) and one day not in session to coincide with the Family Day holiday on **Friday, February 9, 2018**. This will be an optional training day for 10 month CUPE employees. (Attachments F, G, J)
- Kanaka Creek Elementary calendar includes a four week Christmas break from **Monday, December 11 to Friday, January 5, 2018**, a four week Spring break from **Monday, April 2 to Friday, April 27, 2018** with the last day for students being **Friday, July 27, 2018**. (Attachments H, I)

#### Consultation Requirements

Section 87.01 (7) of the School Act and the New School Calendar Regulation indicates that a board must make public a proposed school calendar one month before submitting it to the Ministry. For this year the proposed calendars must be made public on or before February 28, 2016. During the consultation period, a board must provide parents and board employees the opportunity to comment on the proposed calendar.

#### Proposed Process

- These calendars will be shared with the public on the SD42 website Thursday, January 21, 2016 with a request for public feedback.
- The feedback will then be reviewed by Senior Team, the proposed calendars will be adjusted if required, and submitted to the Board of Education for approval at the March 9, 2016 Board meeting.
- Once approved the 2016/17 and 2017/18 calendars will be posted online and then submitted to the Ministry by March 31, 2016.

#### **RECOMMENDATION**

**THAT the Board of Education receive for information the attached proposed district school calendars and Kanaka Creek School calendar and approve that the calendars be shared with the public in order to receive public feedback.**

#### Attachments

## 2016-2017 DISTRICT SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 6, 2016
<i>Non-instructional day</i>	<i>Monday, September 26, 2016</i>
Thanksgiving Day	Monday, October 10, 2016
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 21, 2016</i>
<i>Non-instructional day (curriculum implementation day)</i>	<i>Thursday, November 10, 2016</i>
Remembrance Day	Friday, November 11, 2016
Schools close for Winter break	Friday, December 16, 2016
Winter break	Monday, December 19, 2016 to Friday, December 30, 2016
New Year's Day Stat	Monday, January 2, 2017
Schools reopen after Winter break	Tuesday, January 3, 2017
<i>Non-instructional day</i>	<i>Monday, January 16, 2017</i>
<i>Schools Not in Session</i>	<i>Friday, February 10, 2017</i>
Family Day	Monday, February 13, 2017
<i>Non-instructional day (curriculum implementation day)</i>	<i>Tuesday, February 14, 2017</i>
Schools close for Spring break	Friday, March 10, 2017
Spring break	Monday, March 13, 2017 to Friday, March 24, 2017
Schools reopen after Spring break	Monday, March 27, 2017
Good Friday	Friday, April 14 2017
Easter Monday	Monday, April 17, 2017
<i>Non-instructional day</i>	<i>Monday, May 1, 2017</i>
<i>Victoria Day</i>	<i>Monday, May 22, 2017</i>
<i>Non-instructional day</i>	<i>Tuesday, May 23, 2017</i>
Last day for students	Thursday, June 29, 2017
Year-end administrative day	Friday, June 30, 2017
Schools close for Summer vacation	Friday, June 30, 2017

**ELEMENTARY (K-7) DAILY SCHEDULE:** 8:30am to 2:20pm. 295 instructional minutes per day. 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 2:40pm. 320 instructional minutes per day.

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

848 hours of instruction for students in kindergarten.

873 hours of instruction for students in grades 1 to 7.

947 hours of instruction for students in grades 8 to 12.



**SCHOOL DISTRICT 42: School Year 2016 to 2017**

August 2016						
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September 2016						
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October 2016						
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November 2016						
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December 2016						
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January 2017						
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February 2017						
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March 2017						
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April 2017						
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May 2017						
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June 2017						
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July 2017						
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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 2:40 p.m. 320 instructional minutes per day

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

## 2016-2017 KANAKA CREEK SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 6, 2016
<i>Non-instructional day</i>	<i>Monday, September 26, 2016</i>
Thanksgiving Day	Monday, October 10, 2016
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 21, 2016</i>
<i>Non-instructional day (curriculum implementation day)</i>	<i>Thursday, November 10, 2016</i>
Remembrance Day	Friday, November 11, 2016
Schools close for Winter break	Friday, December 2, 2016
Winter break	Monday, December 5, 2016 to Friday, December 30, 2016
New Year's Day Stat	Monday, January 2, 2017
Schools reopen after Winter break	Tuesday, January 3, 2017
<i>Non-instructional day</i>	<i>Monday, January 16, 2017</i>
<i>Schools Not in Session</i>	<i>Friday, February 10, 2017</i>
Family Day	Monday, February 13, 2017
<i>Non-instructional day (curriculum implementation day)</i>	<i>Tuesday, February 14, 2017</i>
Schools close for Spring break	Friday, March 31, 2017
Spring break	Monday, April 3, 2017 to Friday, April 28, 2017
Good Friday	Friday, April, 14, 2017
Easter Monday	Monday, April, 17, 2017
<i>Non-instructional day</i>	<i>Monday, May 1, 2017</i>
Schools reopen after Spring break	Tuesday, May 2, 2017
<i>Victoria Day</i>	<i>Monday, May 22, 2017</i>
<i>Non-instructional day</i>	<i>Tuesday, May 23, 2017</i>
Canada Day	Monday, July 3, 2017
Last day for students	Wednesday, July 26, 2017
Year-end administrative day	Thursday, July 27, 2017
Schools close for Summer vacation	Thursday, July 27, 2017

ELEMENTARY (K-7) DAILY SCHEDULE: 8:30am to 2:20pm. 295 instructional minutes per day. 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*:

848 hours of instruction for students in kindergarten.

873 hours of instruction for students in grades 1 to 7.

947 hours of instruction for students in grades 8 to 12.

**SCHOOL DISTRICT 42 (KANAKA CREEK): School Year 2016 - 2017**

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September 2016						
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October 2016						
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December 2016						
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January 2017						
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February 2017						
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March 2017						
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April 2017						
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May 2017						
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June 2017						
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July 2017						
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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 2:40 p.m. 320 instructional minutes per day

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

## 2016-2017 DISTRIBUTED LEARNING SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 6, 2016
<i>Non-instructional day</i>	<i>Monday, September 26, 2016</i>
Thanksgiving Day	Monday, October 10, 2016
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 21, 2016</i>
<i>Non-instructional day (curriculum implementation day)</i>	<i>Thursday, November 10, 2016</i>
Remembrance Day	Friday, November 11, 2016
Schools close for Winter break	Friday, December 16, 2016
Winter break	Monday, December 19, 2016 to Friday, December 30, 2016
New Year's Day Stat	Monday, January 2, 2017
Schools reopen after Winter break	Tuesday, January 3, 2017
<i>Non-instructional day</i>	<i>Monday, January 16, 2017</i>
<i>Schools Not in Session</i>	<i>Friday, February 10, 2017</i>
Family Day	Monday, February 13, 2017
<i>Non-instructional day (curriculum implementation day)</i>	<i>Tuesday, February 14, 2017</i>
Schools close for Spring break	Friday, March 10, 2017
Spring break	Monday, March 13, 2017 to Friday, March 24, 2017
Schools reopen after Spring break	Monday, March 27, 2017
Good Friday	Friday, April 14 2017
Easter Monday	Monday, April 17, 2017
<i>Non-instructional day</i>	<i>Monday, May 1, 2017</i>
<i>Victoria Day</i>	<i>Monday, May 22, 2017</i>
<i>Non-instructional day</i>	<i>Tuesday, May 23, 2017</i>
Last day for students	Thursday, June 29, 2017
Year-end administrative day	Friday, June 30, 2017
Schools close for Summer vacation	Friday, June 30, 2017

## 2017-2018 DISTRICT SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 5, 2017
<i>Non-instructional day</i>	<i>Monday, September 25, 2017</i>
Thanksgiving Day	Monday, October 9, 2017
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 20, 2017</i>
<i>Non-instructional day (curriculum implementation day)</i>	<i>Thursday, November 9, 2017</i>
Remembrance Day	Friday, November 10, 2017
Schools close for Winter break	Friday, December 22, 2017
Winter break	Monday, December 25, 2017 to Friday, January 5, 2018
Schools reopen after Winter break	Monday, January 8, 2018
<i>Non-instructional day</i>	<i>Friday, January 26, 2018</i>
<i>Schools Not in Session</i>	<i>Friday, February 9, 2018</i>
Family Day	Monday, February 12, 2018
<i>Non-instructional day (curriculum implementation day)</i>	<i>Tuesday, February 13, 2018</i>
Schools close for Spring break	Friday, March 9, 2018
Spring break	Monday, March 12, 2018 to Friday, March 23, 2018
Schools reopen after Spring break	Monday, March 26, 2018
Good Friday	Friday, March 30, 2018
Easter Monday	Monday, April 2, 2018
<i>Non-instructional day</i>	<i>Monday, April 30, 2018</i>
Victoria Day	Monday, May 21, 2018
<i>Non-instructional day</i>	<i>Tuesday, May 22, 2018</i>
Last day for students	Wednesday, June 27, 2018
Year-end administrative day	Thursday, June 28, 2018
Schools close for Summer vacation	Thursday, June 28, 2018

**ELEMENTARY (K-7) DAILY SCHEDULE:** 8:30am to 2:20pm. 295 instructional minutes per day. 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 2:40pm. 320 instructional minutes per day.

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

848 hours of instruction for students in kindergarten.

873 hours of instruction for students in grades 1 to 7.

947 hours of instruction for students in grades 8 to 12.

**SCHOOL DISTRICT 42: School Year 2017 to 2018**

August 2017						
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September 2017						
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October 2017						
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November 2017						
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December 2017						
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January 2018						
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February 2018						
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March 2018						
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April 2018						
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May 2018						
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June 2018						
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July 2018						
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22	23	24	25	26	27	28
29	30	31				

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

Secondary hours 8:30 a.m. to 2:40 p.m. 320 instructional minutes per day

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



## 2017-2018 KANAKA CREEK SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 5, 2017
<i>Non-instructional day</i>	<i>Monday, September 25, 2017</i>
Thanksgiving Day	Monday, October 9, 2017
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 20, 2017</i>
<i>Non-instructional day (curriculum implementation day)</i>	<i>Thursday, November 9, 2017</i>
Remembrance Day	Friday, November 10, 2017
Schools close for Winter break	Friday, December 8, 2017
Winter break	Monday, December 11, 2017 to Friday, January 5, 2018
Schools reopen after Winter break	Monday, January 8, 2018
<i>Non-instructional day</i>	<i>Friday, January 26, 2018</i>
<i>Schools Not in Session</i>	<i>Friday, February 9, 2018</i>
Family Day	Monday, February 12, 2018
<i>Non-instructional day (curriculum implementation day)</i>	<i>Tuesday, February 13, 2018</i>
Schools close for Spring break	Thursday, March 29, 2018
Good Friday	Friday, March 30, 2018
Easter Monday	Monday, April 2, 2018
Spring break	Tuesday, April 3, 2018 to Friday, April 27, 2018
<i>Non-instructional day</i>	<i>Monday, April 30, 2018</i>
Schools reopen after Spring break	Tuesday, May 1, 2018
Victoria Day	Monday, May 21, 2018
<i>Non-instructional day</i>	<i>Tuesday, May 22, 2018</i>
Canada Day	Monday, July 2, 2018
Last day for students	Friday, July 27, 2018
Year-end administrative day	Monday, July 30, 2018
Schools close for Summer vacation	Monday, July 30, 2018

ELEMENTARY (K-7) DAILY SCHEDULE: 8:30am to 2:20pm. 295 instructional minutes per day. 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*:

848 hours of instruction for students in kindergarten.

873 hours of instruction for students in grades 1 to 7.

947 hours of instruction for students in grades 8 to 12.

# SCHOOL DISTRICT 42 (KANAKA CREEK): School Year 2017 to 2018

August 2017						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2017						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2018						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2018						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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

Secondary hours 8:30 a.m. to 2:40 p.m. 320 instructional minutes per day

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

## 2017-2018 DISTRIBUTED LEARNING SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 5, 2017
<i>Non-instructional day</i>	<i>Monday, September 25, 2017</i>
Thanksgiving Day	Monday, October 9, 2017
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 20, 2017</i>
<i>Non-instructional day (curriculum implementation day)</i>	<i>Thursday, November 9, 2017</i>
Remembrance Day	Friday, November 10, 2017
Schools close for Winter break	Friday, December 22, 2017
Winter break	Monday, December 25, 2017 to Friday, January 5, 2018
Schools reopen after Winter break	Monday, January 8, 2018
<i>Non-instructional day</i>	<i>Friday, January 26, 2018</i>
<i>Schools Not in Session</i>	<i>Friday, February 9, 2018</i>
Family Day	Monday, February 12, 2018
<i>Non-instructional day (curriculum implementation day)</i>	<i>Tuesday, February 13, 2018</i>
Schools close for Spring break	Friday, March 9, 2018
Spring break	Monday, March 12, 2018 to Friday, March 23, 2018
Schools reopen after Spring break	Monday, March 26, 2018
Good Friday	Friday, March 30, 2018
Easter Monday	Monday, April 2, 2018
<i>Non-instructional day</i>	<i>Monday, April 30, 2018</i>
Victoria Day	Monday, May 21, 2018
<i>Non-instructional day</i>	<i>Tuesday, May 22, 2018</i>
Last day for students	Wednesday, June 27, 2018
Year-end administrative day	Thursday, June 28, 2018
Schools close for Summer vacation	Thursday, June 28, 2018

**ITEM 4**

To: **Board of Education**

From: Superintendent  
Sylvia Russell

Re: **MIDDLE YEARS IB PROGRAM**

Date: January 20, 2016  
(Public Board Meeting)

**Information**

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**BACKGROUND/RATIONALE:**

On October 14, 2015, the Board of Education approved the Strategic Facilities Plan and directed staff to complete an in depth review of the viability of expanding the International Baccalaureate program hosted at Garibaldi Secondary School.

The attached Garibaldi Secondary School Middle Years IB Program Review contains the financial implications of implementing MYP at Garibaldi Secondary School, a summary of the discussions that have occurred at a school level regarding MYP, the other middle years IB schools that a contingency of Garibaldi Secondary staff have visited, and feedback from Bob Poole, Regional IB Director.

If the expenses and program are approved in principle by the Board of Education, the Garibaldi Secondary School staff, students and school community will require more time to explore and ascertain the support for the implementation of the MYP program. The recently completed Facilities and Learning for Today and Tomorrow report also identified the interest in expanding the existing strong Fine Arts programming at Garibaldi Secondary School. Further discussion with regard to the possible expansion of Fine Arts, both in conjunction with a possible MYP implementation and also separate from a possible MYP implementation, will be undertaken within the Garibaldi Secondary school community with a preliminary report back to the Board of Education in February 2016.

**RECOMMENDATION:**

**THAT the Board receive the Middle Years IB Program report for information.**

Attachment



**The International Baccalaureate® (IB)  
Middle Years Programme (MYP)**

**Program Review**

**Garibaldi Secondary School**

*January 20, 2016*



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# 1. Rationale

“It is recommended that an in depth review of the viability of expanding the International Baccalaureate program hosted at Garibaldi Secondary be completed by December 2015, with recommendations for next steps presented to the Board by January 2016. This review shall include further consultation with school staff and school community at Garibaldi Secondary, discussions with the International Baccalaureate organization and a full financial impact analysis.”

*Strategic Facilities Plan  
Maple Ridge - Pitt Meadows School District No. 42  
October 2015*

The intent of this document is to provide an “in depth review of the viability of expanding the International Baccalaureate program hosted at Garibaldi Secondary”. Garibaldi Secondary School is an IB World School which currently offers the International Baccalaureate (IB) Diploma Programme (DP). The International Baccalaureate (IB) Diploma Programme (DP) is for students aged 16-19 and is a two-year program offered to students in grades 11 and 12. The IB Diploma Programme (DP) is a rigorous academic program that is recognized by universities across the globe. The Diploma Programme is able to develop students who:

- have excellent breadth and depth of knowledge
- flourish physically, intellectually, emotionally and ethically
- study at least two languages
- excel in traditional academic subjects
- explore the nature of knowledge through the programme’s unique theory of knowledge course.
- (source: <http://www.ibo.org/programmes/diploma-programme/what-is-the-dp/>)

The proposal to expand the International Baccalaureate by introducing the IB Middle Years Programme (MYP) received strong support on district facilities review survey. This support remained consistent in its follow-up survey, where both parents and staff also had an opportunity to flag potential concerns (e.g. any potential costs associated with such programs). Garibaldi is being considered the host for the IB Middle Years Programme (MYP) due to it being an IB World School, and this program would allow Garibaldi to be further in the IB Continuum.

One of the key “Educational Considerations” for the SD42 Facilities Review was “We must think about ways of bringing local and global community into the classroom.” Both the IB Diploma and Middle Years Programmes seek to develop internationally minded students that think critically and are active participants in school, the community and globally.



## 2. Overview - The International Baccalaureate (IB) Middle Years Programme (MYP)

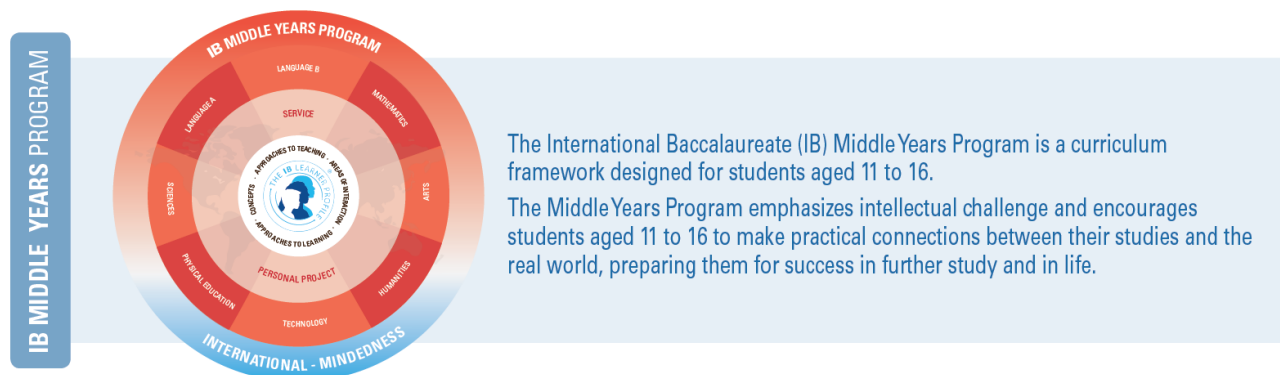
The Middle Years Program encourages students (in grades 8-10) to make connections between their studies and the real world, developing students who have a global perspective, know how to think critically, know how to learn and help prepare them for success in further study in high school, post-secondary and as lifelong learners.

The MYP philosophy aims to develop active learners and internationally minded students who are able to inquire into a wide range of local, national and global issues. The result is young people who are creative, critical and reflective thinkers.

The emphasis is not coming from a set curriculum but a teaching and learning framework aimed at developing the whole child, which includes a second language, international perspectives, and an emphasis on creative and critical thinking.

The MYP provides a teaching framework for teachers that includes interdisciplinary learning objectives and consistent assessment criteria.

Students in the MYP work on a personal project each school year, an inquiry-based project which becomes their culminating demonstration of their learning and growth during the year.



## 3. Benefits - Why MYP Is a Good Fit for Garibaldi Secondary School

As an IB DP World School, the MYP is another component of the IB Continuum and allows Garibaldi to leverage the IB World School brand in hopes of drawing students.

As part of the SD42 Facilities Review, a survey was conducted and parents responded strongly in their interest in the IB Middle Years Programme (MYP).

MYP is an inclusive program that caters to all students in grades 8-10. It utilizes the IB Learner Profile which aims to develop learners who are:

- Inquirers
- Knowledgeable
- Thinkers
- Communicators
- Principled
- Open-minded
- Caring
- Risk-takers
- Balanced
- Reflective

The MYP pedagogy emphasizes developing critical, creative and reflective thinkers with a global perspective. MYP has an inquiry focus with a personal project with exhibition yearly for students which allows them opportunities to both showcase their learning as well as reflect on their personal growth. There is also a Service/Action component where students apply their learning in real life situations that have a real and positive impact on the community.

Key components to the implementation of the IB Middle Years Programme are a commitment to student inquiry and teacher collaboration. Both elements are present at Garibaldi. The grade 8 pod teachers at Garibaldi use inquiry extensively with students. Our grade 8 Honours students take a Guided Inquiry course as part of their program. The use of student inquiry is directly related to being an IB Diploma Programme school, as DP teachers are involved in the grade 8 program and have embedded those elements within the program. Another facet of the grade 8 pod structure is teacher collaboration. Garibaldi pod teachers work closely in curriculum and assessment design and development as well as coordinated student intervention.

The new provincial curriculum in grade 8 and 9 which will be in effect September 2016 aligns with the IB Middle Years Programme (MYP). The emphasis on student inquiry, big ideas, competencies and global awareness all align directly with MYP.

The grade 8 program at Garibaldi lends itself to the MYP; however grades 9 and 10 do not have the same level of teacher collaboration built-in and would require a lot of training and structured collaborative time to move MYP beyond grade 8.

#### 4. Process – Garibaldi Secondary School Staff Dialogue

Prior to the SD42 Facilities Review survey, Garibaldi was beginning to look at the viability of adding the IB Middle Years Programme (MYP). It was felt that the addition of MYP would align with our IB Diploma Programme and provide an on-ramp for students who are interested in the Diploma Programme in grade 11.

A team including teachers and administration visited both Rockridge Secondary School (Spring 2015) and Carson Graham Secondary (Fall 2015). Each school provided a different perspective and was at a different stage in the evolution of its own program.

Rockridge Secondary School had just completed the candidacy phase and was beginning to see the pedagogical benefits of the program for its students. One of the reasons they implemented MYP was to increase its enrollment. Despite the fact they do not offer the IB Diploma Programme, there was a significant increase in their grade 8 enrollment over subsequent years.

Carson Graham Secondary has been a MYP school for 7 years and is also a IB Diploma Programme school. In a typical class of 250 student about 40 students will continue into the IB Diploma Programme. Overall, the school feels that enrollment is improved by inclusion of both IB MYP and DP.

As a staff, the IB Middle Years Programme (MYP) has been a discussion item at both Department Head and Staff Meeting:

1. Staff Meeting - Spring 2015
  - a. Present findings from Rockridge Secondary visit
2. Department Head Meeting - Spring 2015
  - a. Discuss findings from Rockridge Secondary visit
3. Staff Meeting - October 2015
  - a. Discuss Facilities Review Process
    - i. Catchment Review
    - ii. MYP Proposal to Board for Dec. 2015
    - iii. Fine Arts Proposal to Board for Jan. 2015
4. Staff Meeting - December 2015
  - a. Discuss findings from Carson Graham Secondary visit

## 5. The IB Middle Years Programme (MYP) Candidacy Accreditation Process and Costs

The MYP program is an implementation that would require significant training and financial resources. To become an accredited MYP IB school, a school must go from the candidacy phase which typically lasts 4 years to reach full accreditation.

To begin the process, schools interested in applying to become a MYP school must pay a \$4,000 (USD) / \$5,600 CDN application fee. During Candidacy, there is a \$9,500 (USD) / \$13,300 (CDN) annual fee. Also during the Candidacy phase, there is teacher training which ranges in cost from \$1000-\$3000 per teacher with one teacher from each department and an administrator being trained which equals approximately \$16,500 (CDN) during the Candidacy phase.

Each MYP school needs to have a MYP Coordinator (0.571 FTE / 4 blocks) and a Personal Project Coordinator (0.125 FTE / 1 block). The annual cost for the MYP Coordinator is \$48,000 (CDN). The annual cost for the Personal Project Coordinator is \$12,000 (CDN).

<b>CANDIDACY EXPENSES (Typically 4 Years)</b>	
<b>Application Fee (\$4,000 USD)</b>	<b>\$5,600.00</b>
<b>CANDIDACY COSTS (Annual Expenses)</b>	
Candidate Fee (\$9,500 USD)	\$13,300.00
MYP Coordinator (0.571 / 4 blocks)	\$48,000.00
Personal Project Coordinator (0.125 / 1 block)	\$12,000.00
<b>Annual Expenses</b>	<b>\$73,300.00</b>
<b>Teacher &amp; Administrator Training (One Time Expenses)</b>	
Social Studies	\$1,500.00
English	\$1,500.00
Science	\$1,500.00
Math	\$1,500.00
French	\$1,500.00
Physical Education	\$1,500.00
Applied Skills	\$1,500.00
Fine Arts	\$1,500.00
MYP Personal Project Coordinator	\$1,500.00
MYP Coordinator	\$1,500.00
Administration	\$1,500.00
<b>Staff Training Expenses</b>	<b>\$16,500.00</b>

<b>MYP ANNUAL EXPENSES</b>	
Annual IB/MYP Fee (\$9,280.00 US Funds)	\$13,000.00
MYP Coordinator (0.571 / 4 blocks)	\$48,000.00
Personal Project Coordinator (0.125 / 1 block)	\$12,000.00
Staff Training	\$5,000.00
Learning Resources	\$5,000.00
<b>ANNUAL (ONGOING) COSTS</b>	<b>\$78,000.00</b>

## 6. Challenges to Implementation of the IB Middle Years Programme (MYP)

The implementation of the MYP would require both significant financial support from the district as well as teacher support to implement MYP. The IB MYP would be for ALL students in grades 8-10 and therefore almost every teacher would be involved in delivering the program. Although every teacher does not need to be trained, they do need an understanding of the tenets of MYP and be willing to collaborate on curriculum design, common assessments and using a shared MYP “language”. Teachers could perceive a loss of autonomy as they are expected to follow prescribed MYP curriculum and assessment design and teacher collaboration is both expected and required. Carson Graham cited a significant staff turnover as they implemented MYP. The implementation of MYP requires a staff supportive of the vision and supportive of the MYP pedagogy.

## 7. Alternatives to MYP at Garibaldi Secondary School

If the financial obligations to move forward with the MYP at Garibaldi are prohibitive, an alternate solution may be to incorporate elements of the model within our current structure in grades 8-10. A hybrid model of MYP that implements its philosophy while still providing Garibaldi the freedom to incorporate initiatives that tailor to the needs of our school such as a Garibaldi IB-Prep from grade 8-10, the community building of the grade 8 advisory model, as well as potentially an extension of the grade 8 program to grades 9-10.

First, departments would need to come together and identify the skills and attributes a learner should have developed by the time of graduation. Then these skills and their appropriate scaffolding needs to be arranged so there are competencies outlined for each grade level leading up to graduation. This backwards design is necessary and will involve much discussion and collaboration between teachers. These changes nicely align with the new curricula that take the shift away from content and towards real-life skills and personalized learning.

This would be an ongoing and dynamic process that will take constant reflection and revision. To foster this process, the logical next step would be to extend current the grade 8 ‘pod’ structure to grades 9 and 10. Just as in the grade 8 pods, teachers would collaborate within and between subject areas and look for cross-curricular opportunities and build real-life skills, similar to MYP.



**ITEM 5**

To: **Board of Education**

From: Superintendent  
Sylvia Russell  
Director of Instruction  
David Vandergugten

Re: **IT BUDGET REVIEW – QUARTERLY  
REVIEW REPORT**

Date: January 20, 2016  
(Public Board Meeting)

---

**Information**

**BACKGROUND/RATIONALE:**

The Technology Department is committed to providing the public and the Board of Education with timely updates to the district's technology plan. These updates provide a transparent mechanism to share information on major project milestones and the associated technology hardware and infrastructure expenditures.

**RECOMMENDATION:**

**THAT the Board receive the School District No. 42 IT Budget Review – Quarterly Review Report, for information.**

Attachment



## School District No. 42 IT Budget Review – Quarterly Review

January 20, 2016

IT REVIEW QR

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## Introduction and background

*“Students today expect to learn in an environment that mirrors their lives and their futures - one that seamlessly integrates today’s digital tools, accommodates a mobile lifestyle, and encourages collaboration and teamwork in physical and virtual spaces.”*

*Apple Classrooms of Tomorrow –Today*

On November 16, 2010 more than 200 parents, students, teachers, school administrators and community members participated in a forum for the purpose of helping shape the future direction of learning in Maple Ridge/Pitt Meadows School District. 750 responses were received and recorded. Among these questions was a one related to the structure of schooling and directly related to teaching and learning in technology.

The participants acted as a focus group providing the school district with innovative teaching & learning technology initiatives and ideas. These initiatives and ideas were based on real life experiences and the impact of suggested technology on the teachers and students.

Their feedback has become our touchstone as to what works or doesn’t work in the classroom and for future IT planning. Our IT strategic plan has focused on supporting the use of technology as a learning tool and is an integral part of the learning process.

School District No. 42 IT initiative support the emphasis toward moving to a more **“personalized”** and responsive educational approach and strives to prepare students for the future where information is growing exponentially and students as problem solvers and effective collaborators are the new baseline.

This report presents extensive information regarding current and future projects, student achievement data related to current educational technology initiatives as well as a detailed section on performance management within the IT organization.

## IT department

The Information Technology department provides students, teachers, and staff with technology resources that support the district’s vision, which is that all learners reach their full potential. Key responsibilities of the IT department include the following:

- Providing strategic direction regarding information management practices within SD42
- Supporting educational initiatives for student learning;
- Supporting the educational functions of the district;
- Coordinating the implementation of effective and efficient information management practices within the district;
- Interpreting the needs, wants and desires of member business units and translating those into priority IT initiatives;
- Ensuring that IT policies and investments are aligned with business and educational priorities across the school district;
- Ensuring that projects and initiatives are aligned to deliver:
  - information and technology policies

- educational support
- procedures, and services;
- Leveraging the best value from current information technology investments;
- Overseeing the design, installation, implementation, operation, maintenance, and support of all computer based information systems of SD42;
- Providing and maintaining a reliable LAN/WAN within the district and establishing connectivity to the internet and outside online resources;
- Maintaining data integrity within the school district;
- Overseeing security and data management in accordance with provincial parameters.

## Strategic Alignment

Following consultation with a reflective sample of the majority of stakeholders, the Information Technology department developed a strategic plan “<http://www1.sd42.ca/it-strategic-plan>” that aligned the department’s functions and activities with the SD42 strategic plan. The SD42 Roadmap to Excellence lists the following IT main functions:

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

These statements are fully supported in all what we do in IT and fully documented in this report.

Traditionally, IT strategic plans were created at the IT management level. The new approach reverses this model: consultation started at the classroom level, followed with a consultation at the school level, and finally concluded with consultation at the district level.

Once completed, the IT strategic plan was imbedded in all IT operations and capital expenditures. Throughout this report, stakeholders will be updated on the progress of the implementation of the IT strategic plan to further support teaching and learning in School District 42.

## Value Delivery and Cost Optimization

The SD42 Information Technology department is committed to optimizing the district’s return on investment in the area of information technology.

### ***Standards and strategy for IT equipment purchasing include:***

- Continuing to standardize platforms for hardware, database and application development to further lower the total cost of ownership.
- Ensuring that all IT equipment standards are published on [www.sd42.ca/helpdesk](http://www.sd42.ca/helpdesk) to help guide our staff. Any unconventional purchasing requests require IT Manager Approval.
- Centralizing IT purchasing through the purchasing department. With the recent upgrades to the SRB financial system, work has started to create a standard catalogue of IT equipment that users can look up and order. These catalogues will be frequently updates to reflect the IT nature and environment.
- Choosing platforms that can be acquired from multiple vendors, improve availability of tools, and centralize integrated solutions.

- Identifying opportunities to improve service levels through hardware and data redundancy. This includes the use of storage area networks (SAN) and database replication strategies to our disaster recovery site at THSS.

***Strategies for managing desktop hardware and applications include:***

- Continuing to standardize and acquire “Tier I and II” microcomputers that are built to higher standards and have a life cycle of four years.
- Continuing to acquire Microsoft and Adobe Software through our ERAC Campus Agreement.
- Instituting a formal software licensing tracking program.
- Reducing printing costs by developing and implementing print management strategies and by acquiring workgroup or departmental printers wherever possible.
- Continuing the effort to use remote management tools when possible.

***Strategies for managing network architecture and web resources include:***

- Continuing to monitor and ensure balance regarding application needs, and the Internet backbone.
- Monitoring technology evolution effectively improving network throughput in our school.
- Maintaining a model of security that protects against both external and internal threats.
- Evaluating and utilizing efficiencies in outsourcing where it lowers the total cost of ownership. This may be applicable in multiple aspects of Information Technology services such as Web resources, and software development.
- Building on application/web server infrastructure to accommodate increasing demand for web-based information services, both internally and externally.

## Resource Management

The SD42 IT department is a leader in the adoption of tools to efficiently deploy, track and patch the district's IT assets. All school district IT assets are inventoried when purchased, asset tagged, and entered in our Helpdesk software. Laptops are assigned to users rather than positions for better tracking and to encourage conserving our assets. Software and operating systems are deployed, patched, and configured using Microsoft SSCM and MDM LanRev products. Our Helpdesk database has a comprehensive inventory of asset allocation that helps the IT department keep its hardware assets inventory up-to-date.

The IT department is committed to adopting best hardware refresh practices and industry standards. A table of hardware refresh cycles is provided below:

Assets	Refresh Cycle
Laptops	4 years
Phone systems	6 years
Servers	4 years
Wireless	6 years
Switches	10 years
iPads/iPods	4 years
Mobile devices (Phones)	3years

### IT Governance Policies:

The operations of the IT department are governed by Board approved policies and Senior Management approved procedures and guidelines.

IT management makes recommendations for the creation or change of IT specific policies and procedures. The Board approved policy development process is followed.

### Approved Policies and Guidelines:

The current Board approved IT specific policies and guidelines are:

- Policy 5780: Information Technology and Communication Systems - Appropriate Use Policy
- Procedure 5780.2: Protection of School District Records When Working Away From the Workplace
- Procedure 5780.1: Social Media Guidelines
- Procedure 5780.2: Protection of School District Records When Working Away From The Workplace

### IT Education and Business Plan

The IT governance determines how decisions about Information Technology are made within SD42, and ensures that the IT Strategic Plan is aligned with the district' goals and delivers value to the organization.

There are 3 distinct areas within IT that require input from stakeholders:

- **IT operations and infrastructure:** In consultation with stakeholders and IT staff, the IT manager makes spending decisions on the maintenance and upgrade of IT infrastructure within existing IT budget allocations.
- **IT initiated projects:** New IT initiatives brought forward by IT senior staff. IT initiated projects aim to keep SD42 IT operations and online services at optimal efficiency. Examples of these projects include exchange upgrades, web server upgrades, replacement of discontinued software and hardware, etc. These projects are typically funded from existing IT budget allocations.
- **IT initiatives within the schools/classrooms:** New IT initiatives brought forward by various stakeholders including Ministry of Education, schools, departments, and the IT management. Depending on the scope of the project, Senior Team and/or Board approval is required before these projects can proceed. Some of these initiatives require additional budget allocations. Examples of such



initiatives include the Parent Portal (Fees Management, Kindergarten Registration, Online Assessment, and Transportation Registration) and the Emergency Phone Application.

### Proposed Changes:

IT is proposing the creation of a Technology steering committee. This committee will review and make recommendations to senior staff regarding the IT plans and new IT projects and initiatives. The committee shall include representatives from both education and business. The Superintendent will set the terms of reference for the committee and appoint the committee members.

Consultation will take place in the coming months to create an IT steering committee.

### IT Service Level Agreement with School District No. 42

The IT department was reorganized and centralized in an effort to adopt the ITIL model of Helpdesk. Technicians are now deployed based on the severity of the ticket and the time the ticket was submitted. In an effort to achieve this reorganization, the IT department has created a service catalogue of all the services it provides to the district. Each service was weighted based upon internal IT expertise and historical experiences.

The IT manager has conducted sample satisfaction reviews with elementary and secondary principals through direct principal telephone calls, and by engaging principals in elementary and secondary meetings. All indications suggest that the level of service satisfaction has risen exponentially in the last 3 years.

### IT Services

The Service Catalogue is comprised of IT services offered to stakeholders. These services are the direct drivers for our helpdesk. Users are presented with these services when they fill out a helpdesk ticket. Based on the category and the services they select, the ticket is then assigned a severity level. Technicians are assigned to these tickets based on the ticket's severity level. Tickets with a high severity are assigned to senior technicians, while tickets with a lower severity are assigned to junior or intermediate technicians.

### Current Supported Purchase List from IT

Hardware standards are an effective method of deploying and supporting information technology in the district. Deploying standardized hardware makes it easier to image/clone and troubleshoot the rigorously tested hardware. (<http://www1.sd42.ca/helpdesk-supported-hardware>)

### Current Service Levels

Due to the implementation of thorough hardware standards and efficient hardware support for the last 4 years, the yearly count of helpdesk tickets has dropped year after year. Other factors such as adoption of solid state hard drives, purchasing tier one laptops, and the trend to purchase tablets to replace old laptops in some departments has contributed to a drop in helpdesk tickets.

## Technology Investment Review

### Infrastructure

In the last 4 years, IT invested heavily in IT infrastructure initiatives. A budget was set up to ensure the continuity of our IT infrastructure services. Since then, and due to declining FTE population, this budget was severely reduced. Last year, a onetime injection of funds helped in updating key infrastructure components. This issue will keep reoccurring if the evergreen refresh fund is not sufficiently funded.

### Software

IT is focusing on centralizing software services, and engaging in a collective purchasing through ERAC. Last year, we added Adobe Suite to our school offering. We continue to partner with other school districts and ERAC when purchasing Microsoft Products "Microsoft Campus Agreement".

Due to our engagement in cloud computing, specifically through Office 365, we are able to offer our students the entire Microsoft Office Suite for their use at home.

Finally, we actively monitor and maintain a software database to ensure that we are using these assets and to ensure software compliance.

As for the Enterprise software, we centralized all software maintenance within our budget for better control and effective utilization.

### Software – Apps

School District No. 42 is also actively moving toward digital learning resources for students. Apps for tablet computers are quickly replacing textbooks in our schools and district programs.

The Technology Department has worked closely with the Purchasing Department to centralize volume app purchases for the district Reading Fluency and Inquiry programs.

We have worked closely with a steering committee of teachers from both programs to produce a list of apps that meet the program's requirements. Apps are reviewed on a yearly basis.

### Reading Fluency Program

For a complete list of supported application please visit our website at <http://schools.sd42.ca/ipod/apps-2/>

### Devices for Students

The District Reading Fluency Project and the District Inquiry Project supplies hardware for student use. Students are allowed to take the technology home in the inquiry program. The younger students involved in the reading project do not take the hardware home and these devices are shared with another class.

**School District No. 42 is planning to not provide hardware for students within three years.** The improvements in app deployment technologies in the coming years will allow the district to 'lend' apps to student owned devices no matter if they are Android, Apple or Windows based. School District No. 42 also believes that within three years the cost of devices will be significantly cheaper than they are today, which will allow many more families an opportunity to purchase a device. We do have plans for a hardship hardware pool that will ensure that all students receive a device when needed.

The district continues to research improvements in app deployment technologies which will allow the district to 'lend' apps to student owned devices no matter if they are Android, Apple or Windows based.

## Devices for Staff

In the last 4 years, we have focused on starting a four-year refresh Cycle for our laptops. It will be another 1 to 2 years before we will be able to achieve our objective. Budget allocation reductions will extend the refresh cycle for laptops. Measures are taken to extend the life of some of our equipment by outfitting them with Solid State Hard drives and increasing internal memory.

## Technology Project Plan Progress

CATEGORY	PROJECT	Effort ESTIMATE (Person Days)	TIMELINE	STATUS
<b>Networking and Hardware Infrastructure</b>				
	Hammond Switch Upgrade		Summer	Completed
	Edith McDermott Switch Upgrade		Summer	Completed
	Alexander Robinson Switch Upgrade	2 days	Summer	Spring Break 2016
	Hammond Network Cabling Upgrade		Summer	Completed
	Edith McDermott Cabling Upgrade		Summer	Completed
	Pitt Meadows Secondary Cabling Upgrade		Summer	Not scheduled
	iPad Density Wireless Coverage Re-Adjustment		Fall/Winter	Completed
	Hammond Wireless Upgrade		Summer	Completed
	Highland Park Wireless Upgrade		Summer	Completed
	Webster's Corners Wireless Upgrade		Summer	Completed
	Whonnock Wireless Upgrade		Summer	Completed
	Whonnock Next Generation firewall deployment		Summer	Completed
	Webster's Corners Next Generation firewall deployment		Summer	Completed
	Edith McDermott Next Generation firewall deployment		Summer	Completed
	Highland Park Next Generation firewall deployment		Summer	Completed
	Direct Access VPN	3 Days	Unscheduled	Not Scheduled
	Wireless Security Update		Summer	Feb-March 2015
	DEO Network Re-Organization	5 Days	Summer	Completed
	PLNet 2 Upgrade		Summer	Completed
	Firewall software update	4 Days	Spring	In Progress
<b>Applications</b>				

	IOS Application Deployment		Summer/Fall	Completed
	Video Streaming @ Harry Hooge		Spring/Summer/Fall	Completed
	Microsoft Virtual Machine Manager POC	5 Days	Fall/Winter/Spring	Ongoing
	WebWork Migration (Facilities helpdesk software)	2 Days	Summer 2016	In Progress
	IT Helpdesk Upgrade		Fall/Winter/Spring	Completed
	SRB Re-Deployment (Server/Solutions Re-Deploy)		Spring/Summer/Fall	Completed
	SRB Absence Dispatch Server Upgrade to New Server and O/S	1 Days	Winter	In Progress
	SRB Server Consolidation (Cheque/EFT Servers)	.25 Days	Spring	Pending
	SRB OpenVMS PrintQueues to PrintFit Monitoring			
	SRB Client Password Expiry Issue (Fix with Process)	.5 Days	Winter	Pending
	SharePoint 2013 Migration	21 Days	Summer/Fall/Winter	Almost Complete (Pro-D Site Pending) - S/B Complete after this next Pro-D Day
	SharePoint - Quest Item Level Document Recovery Solution	2 Days	Summer/Fall	
	SharePoint - KnowledgeLake Capture Server/Clients (2013 Farm)	5 Days	Winter	In Progress - Due End February 2016
	SharePoint - KnowledgeLake Connect Clients (30 Users/6 Depts.)	10 Days	Winter/Spring	By End of School Year
	SharePoint - Advanced Features Deploy	10 Days	Spring/Summer	Pending
	SharePoint - Pro-D Site Re-Coding for 2013 Claims Logins (learning.sd42.ca)	1-2 Days	Winter	In Progress - End of January 2016 latest
	SharePoint - Pro-D Site Feature Adds (once on 2013 Server)	1 Week	Spring	Pending
	SharePoint - Build Automated Self-Serve Site Request Solution (Team Sites, Etc)	3 Days	Winter	In Progress (s/b done by end of January 2016)
	SharePoint - Tools/Help for Staff to Move Files to One-Drives	3 Days	Winter	End of February 2016
	SharePoint Custom Team Sites for Departments (Seperate from Doc Imaging/Archival Sites)	2-3 Weeks	Spring/Summer	Pending
	SharePoint IEP site improvements	5 Days	Winter/Spring	In Progress...
	SharePoint Governance Plan and DR Plan Updates	Ongoing...	Ongoing...	Ongoing...
	List Serve automation		Fall/Winter	Complete
	WordPress Server Upgrades x 7 (WordPress/Plugins/Etc)	1 Day	Winter	Pending - End of January 2016
	Lync 2013 Migration	10 Days	Summer	Summer 2016
	Exchange 2013 Migration	6 weeks	Summer	Complete
	SCCM 2012 R2 Upgrade	10 Days	Spring	Complete
	Student Landing Page		Unscheduled	In Progress

	Teacher Learning Commons		Unscheduled	In Progress
	Print Audit	10 Days	Unscheduled	In Progress
	Office 365 Teacher Site Automation	5 Days	Winter	In Progress
	Office 365 Student mail rules	2 Days	Summer	Summer
	Google Apps	3 Days	Summer	Complete
	Apple IDs for students		Summer	Done
	Parent Portal grade 8 registration	14 Days + Contractor Time	Spring/Summer	Done
	Parent Portal Bussing	10 Days + Contractor Time	Summer/Fall	Done
	Parent Portal 2016/2017 Support	10 Months Including Contractor Time	Summer/Fall	In Progress
	Parent Portal International ED Phase 1	16 Days + Contractor Time	Summer/Fall	Complete
	Parent Portal International ED Phase 2	6 Days + Contractor Time	Winter	Complete Feb 1st
	MyEdBC		Fall/Winter/Spring	In Progress, Roll out in July/Aug
<b>Phones (Phone Systems)</b>				
	Hammond	4 Days	Spring	In Progress
	District Education Office	1 Day	Summer	In Progress
	Pitt Meadows Elementary	??	Fall/Winter	Complete
	Yennadon	4 Days	Spring	In Progress
	Edith McDermott	??	Fall/Winter	Not scheduled
<b>Systems (Deployment and Systems Refresh)</b>				
	iPad Deployment		Summer/Fall	Completed
	UPS Upgrades	16 Days	Fall/Winter/Spring	Not scheduled
	High school Servers refresh	10 Days	Summer	In Progress
	Storage Area Network Refresh	7 Days	Winter/Spring	In Progress
	Laptop refresh		Summer	Postponed to next year
<b>Training</b>				
	Train Staff on SRB Applications		Summer/Fall/Winter/Spring	
	SharePoint Training Sessions		Fall/Winter/Spring	
	MyEdBC Training Sessions		Fall /Spring	
	Hyper-V Migration	15 Days	Winter / Spring / Summer	In Progress
	End Point (Laptop) Encryption	8 Months (Analysts + Techs)	Winter	In Progress
	Staff Computers Sync to SharePoint (Backup)	4 Months (Analysts +Techs)	Winter	In Progress
	Disaster Recovery Plan Update	4 Days	Winter / Spring	Scheduled
	ePortfolios Elementary	18 Days	Fall / Winter	In Progress
	ePortfolios Secondary	7 Days (if Same solution as Elementary)	Winter / Spring	In Progress
	Data / Server Backup	15 Days	Spring / Summer	Scheduled

	Parent Portal Assessments Reporting	5 Days	Summer / Winter In Progress	
	Application Load Balancer Replacement/Upgrade	5 Days	Summer / Fall	Complete
	Data Loss Prevention / Rights Management (Data Security)	10 Days	Not Scheduled	Proposed
	Data Retention Guidelines	6 Days	Not Scheduled	Proposed
	Parent Portal K-Registration Modifications	2 Days	Winter	Complete
	BCeSIS to MyEDBC Parent Portal Data Import Refit	10 Days	Fall	Complete

## 2015-2016 IT Focus

The IT department will continue to focus on projects that positively impact teaching and learning in our school district, support business continuity, and promote proper and secure data access.

*SharePoint 2013* and *Exchange 2013* deployments will offer our teaching staff a reliable and web-enabled server storage for up to 5 GB per user. This project will allow our teachers to share documents with their peers and their students. When data migration is completed, all personal and teaching data will be hosted and backed up on our servers.

## Major Security Initiatives

Major initiatives currently underway, are the encryption of all computing devices of School District 42, and the migration of sensitive data off local hard drives to the SD42 local Cloud. The target date to complete is end of February 2016. Once this project is complete, the school district will have minimized to the best extent possible the potential of a data breach due to loss of district hardware.



## MyEdBC IT Implementation and Support

Beginning spring 2015, our IT department has been deeply involved in the deployment and training of staff on *MyEdBC* student Information system (SIS) initiative.

### Deployment Requirements

All major systems were reconfigured to connect to the new SIS *MyEDBC*. These systems include the district wide library system (LS2), the *Exchange* email system, *MS SharePoint* and *Parent Portal*. Our analyst will be re-programming the *Parent Portal* to allow for proper student data extraction from *MyEdBC* to the portal itself.

Other affected systems such as the *SD42 Microsoft Active Domain Controller* underwent extensive manipulation to extract student and staff data and the securities needed for the day-to-day operation of our district. This is just a sample of the work needed to align our internal systems with the new *MyEdBC* student information system.

### Training

The IT department will be involved in training and supporting teachers and staff. Our Level 1 *MyEdBC* support will be group training, trouble shooting, fielding questions from our staff and relaying global issues to the *Ministry of Education*. To ensure a smooth transition to the new system, our technicians will be deployed to verify web browsers and district hardware are compatible and up-to-date.

In August 2015, 600 laptops were distributed to replace antiquated hardware, and for the first time, part-time FTEs and support teachers were provided with laptops.

Finally, IT management will be playing a pivotal role in supporting our key stakeholders (senior management, the project management team, and our principals) to allow for a successful transition to the new system.

## Portal Development and Support

Due to the severity of last year's budget cuts, the IT department was forced to lay-off project manager and *Parent Portal* developer and project manager. The decision had a significant impact on *Parent Portal* maintenance and development.

With the global adoption of the *Parent Portal*, departments such as International Education and Student Support Services are looking to embed their business flow within the portal modules. A new International Education module was created to facilitate registration, fee collection, and consent forms deployment.

Our IT department is struggling to dedicate the time needed for portal maintenance or development, nor do our other analysts have the necessary expertise for such work.

## Pro-Forma Infrastructure Cost 2015-2018

The following section provides expected expenditures in each product category for the next 5 years. Infrastructure cost projections are based on today's costs and with no additional services added to what SD42 already offers to our staff and students.

Appropriate annual funding for infrastructure upgrades is part of a pro-active strategy to prevent outages and funding shortages at certain years.

The inventory below details the current state of the technology in our district.

## Laptops

The laptop numbers and costs include devices used by teachers, administrators, DEO staff, Board and facilities staff.

SCHEDULE OF REPLACEMENT DEVICES REQUIRED BASED ON 4 YEAR REFRESH						
Laptops Fleet Age	<1yr	2 yrs	3 yrs	4 yrs	5 yrs	6 yrs +
PC	486	32	157	106	66	0
Mac	36	0	0	0	106	0
Total Number	522	60	157	106	172	0
Total Cost	\$626,400	\$38,400	\$188,400	\$127,200	\$206,400	0

## Servers

Servers pro-forma estimate is based on services offered at this time. Any new services would require additional hardware resources.

Age of SD42 Servers Fleet	1 yr	2 yrs	3 yrs	4 yrs	5 yrs	6 yrs+
	4	4	3	0	6	34

SERVER REPLACEMENT SCHEDULE					
	2015/16	2016/17	2017/18	2018/19	2019/20
	5	3	3	1	23
Total Yearly Cost	\$72,800	\$53,600	\$51,600	\$17,200	\$87,600

## Storage (SAN)

REPLACEMENT SCHEDULE OF ONLINE STORAGE (4 year refresh rate)					
Fiscal Year	2015/16	2016/17	2017/18	2018/19	2019/20
Number of storage hardware to be replaced	1	1	1	1	0
Cost	\$125,000	\$125,000	\$125,000	\$125,000	
Yearly Refresh Rate Cost	\$106,250	\$106,250	\$106,250	\$106,250	\$106,250

## Phone Systems

Age of SD42 Phones systems (Industry recommended refresh rate is 6 years)	<1 yr	2 yrs	3 yrs	4 yrs	5 yrs	6 yrs + (18 are over 10 yrs old)
Total Number	2	3	2	2	1	21.00

During last summer, we've purchased 250 phone that will be deployed in year 2016

PHONE SYSTEMS	
Total Site Number	30
TOTAL Cost of Replacement	\$505,000.00
Refresh Rate	4 years
Yearly Refresh Cost	\$126,250.00

## Wireless Systems

Age of SD42 wireless systems (Industry recommended refresh rate is 6 years)	<1 yr	2 yrs	3 yrs	4 yrs	5 yrs	6 yrs +
Total Number	20	6	4	0	0	0

WIRELESS SYSTEMS	
Total Cost of Replacement	\$685,518.00
Refresh Rate	5 years
Yearly Refresh Cost	\$137,103.60

## Network Switches

Age of sd42 Switch Fleet (Industry Refresh rate is 6 years)	1 yr	2 yrs	3 yrs	4yrs	5yrs	6yrs + (The Majority are over 10 years old)
Total Number	55	2	4	2	2	112

NETWORK SWITCHES	
Total Cost of Replacement	\$374,085.00
Refresh Rate	6 years
Yearly Refresh Cost	\$62,347.50

## Yearly Infrastructure Technology Needs

	2015/16	2016/17	2017/18	2018/19	2019/20
Laptops	\$217,000.00	\$127,200.00	\$188,400.00	\$38,400.00	\$630,000.00
Servers	\$70,700.00	\$70,700.00	\$70,700.00	\$70,700.00	\$70,700.00
Storage	\$106,250.00	\$106,250.00	\$106,250.00	\$106,250.00	\$106,250.00
Phone Systems	\$126,250.00	\$126,250.00	\$126,250.00	\$126,250.00	\$126,250.00
Switches	\$62,347.50	\$62,347.50	\$62,347.50	\$62,347.50	\$62,347.50
Wireless	\$137,103.60	\$137,103.60	\$137,103.60	\$137,103.60	\$137,103.60
Other IT Infrastructure	\$62,755.95	\$62,755.95	\$62,755.95	\$62,755.95	\$62,755.95
Software Licenses	\$427,006.96	\$448,357.31	\$470,775.17	\$494,313.93	\$519,029.63
<b>TOTAL</b>	<b>\$1,209,414.01</b>	<b>\$1,140,964.36</b>	<b>\$1,224,582.22</b>	<b>\$1,098,120.98</b>	<b>\$1,714,436.68</b>

## Technology in the Classroom

### PD Development and Strategy

- 5 staff (Learning for Tomorrow District Helping Teachers)
  - In June 2013 all but one Learning for Tomorrow District Helping Teacher were cut in the budget
  - Impact for the District: Many technology and education initiatives are impacted by the lack of teacher training opportunities because of the lack helping teacher staffing available. Adoption has been less than ideal for projects such as Office 365, Lync 2013, SharePoint 2013, Parent Portal, etc.

### District Wide Educational IT Initiatives

#### Inquiry in the Classroom

Maple Ridge - Pitt Meadows School District is a strong supporter of innovation and student engagement. Over the last ten years we have grown our one-to-one project from seven classes to almost all classes across the district.

Two years ago we piloted iPads in five classrooms to explore how tablet technology could replace laptops for inquiry learning. We worked very closely with five teachers to understand their needs and provide them with hardware, infrastructure and support.

Last year every elementary administrator participated in an Inquiry Program workshop at the beginning of the year. This workshop showcased a variety of ways that iPads and inquiry learning transforms the classroom and student learning experience.

Inquiry-based learning in the classroom allows students to go deep into their learning, rather than staying at a superficial level. The many benefits to inquiry learning are:

- A Teacher's role turns into a coach and mentor, as students work collaboratively in groups.
- Students take ownership of their learning when they can choose their own projects.
- Project-based and inquiry-based learning gets away from compliance learning, which doesn't promote long-term retention.

One priority of the program is to connect students to resources that best meet their needs. The iPads facilitate changing practice to create a learning environment that helps ensure every individual can be successful at school.

The Inquiry Program (<http://schools.sd42.ca/inquiry/>) is centered around students developing the ability to work collaboratively on complex problems. Students and teachers work towards ensuring students have the ability to

- develop realistic plans
- utilize well-chosen technology tools for different purposes
- incorporate innovative ideas and procedures that are likely to make the project stand out
- develop effective strategies for evaluating specific types of information
- develop highly effective collaborative skills

- show flexibility and resourcefulness with real world experiences
- persist beyond the obvious “stock” solutions
- use powerful reasoning to critically solve problems
- create meaningful and memorable projects that have an impact on their audience
- thoughtfully consider the implications of their recommendations and actions
- use relatively sophisticated presentation tools effectively
- thoroughly and concisely understand and explain the background issues

Learning in the Inquiry Program is student centered. From students using a personal Apple ID on the iPad to weekly Genius Hour lessons, students have a large role in determining the content they are learning and the skills they are developing. This empowers students to self-assess and takes ownership over their learning. Student learning is naturally cross curricular and these cross curricular projects are supported with assessment tools and holistic reporting practices.

Students are encouraged to work creatively and critically. For example, students are expected to use powerful reasoning to critically solve problems and to create meaningful and memorable projects that have an impact on their audience. All teachers have admin access and privileges on all the devices in their classroom. This allows them to efficiently change the settings and software needed to effectively individualize learning.

The BC Ministry of Education’s new curriculum and competencies support and align very well with our current practice. The Inquiry Program is about empowering students through real world learning that makes a difference to the individual and develops the skills needed to be successful in the 21st century. The inquiry program is a model of customized learning that aligns perfectly with the Ministry of Education’s direction regarding customization of curriculum.

## Results

2009-2010 was the first year of the 21st century skills project; since then, we have further refined the program. A large focus has been on the development and testing out assessment materials for the creation of inquiry plans, processes of inquiry, and presentations of inquiry project results.

Assessment materials follow the BC Performance Standards pattern of using clearly established criteria to describe student achievement in terms of expectations (i.e. not yet meeting; meeting at minimal to moderate level; fully meeting; exceeding).

## Context

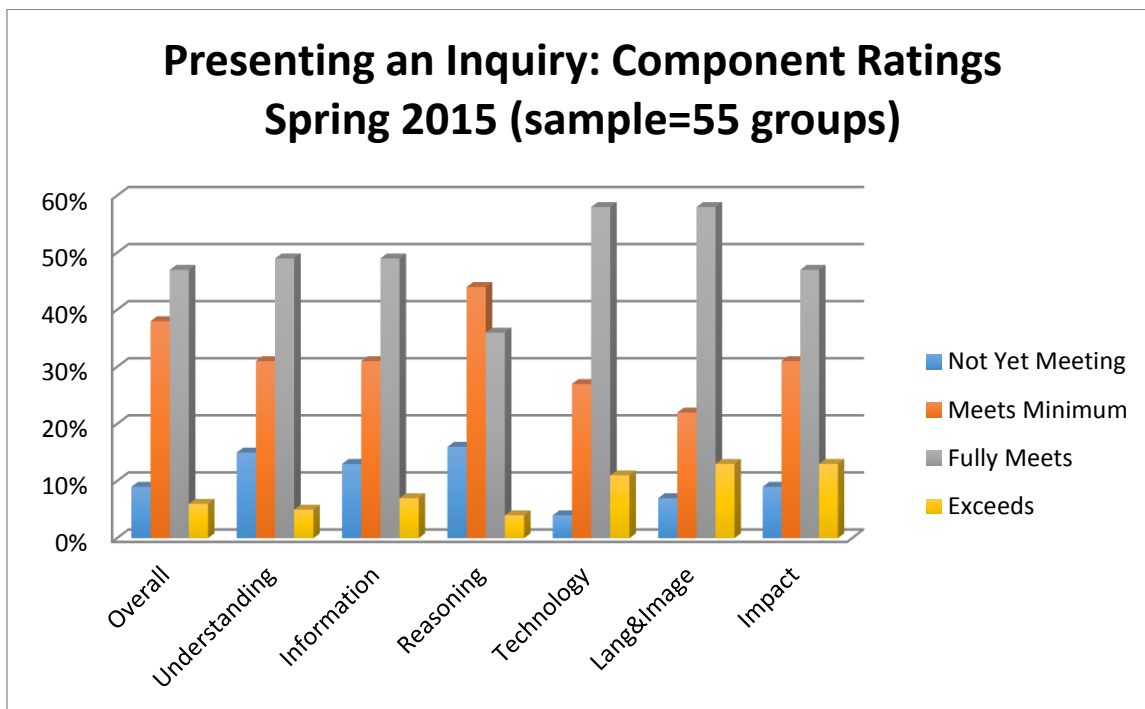
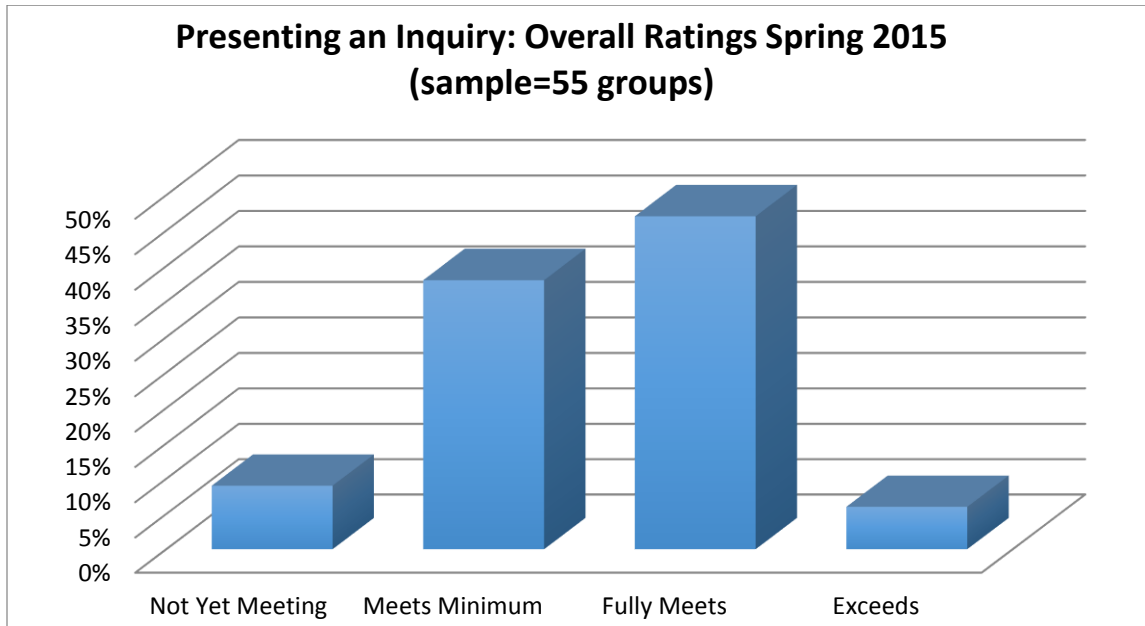
In 2015, there were 51 classrooms involved, and 477 projects submitted. One project in each classroom was randomly selected for district assessment. Additional projects were selected randomly to make up the target of 60 projects, and to replace those that could be assessed (usually, because of technical difficulties).

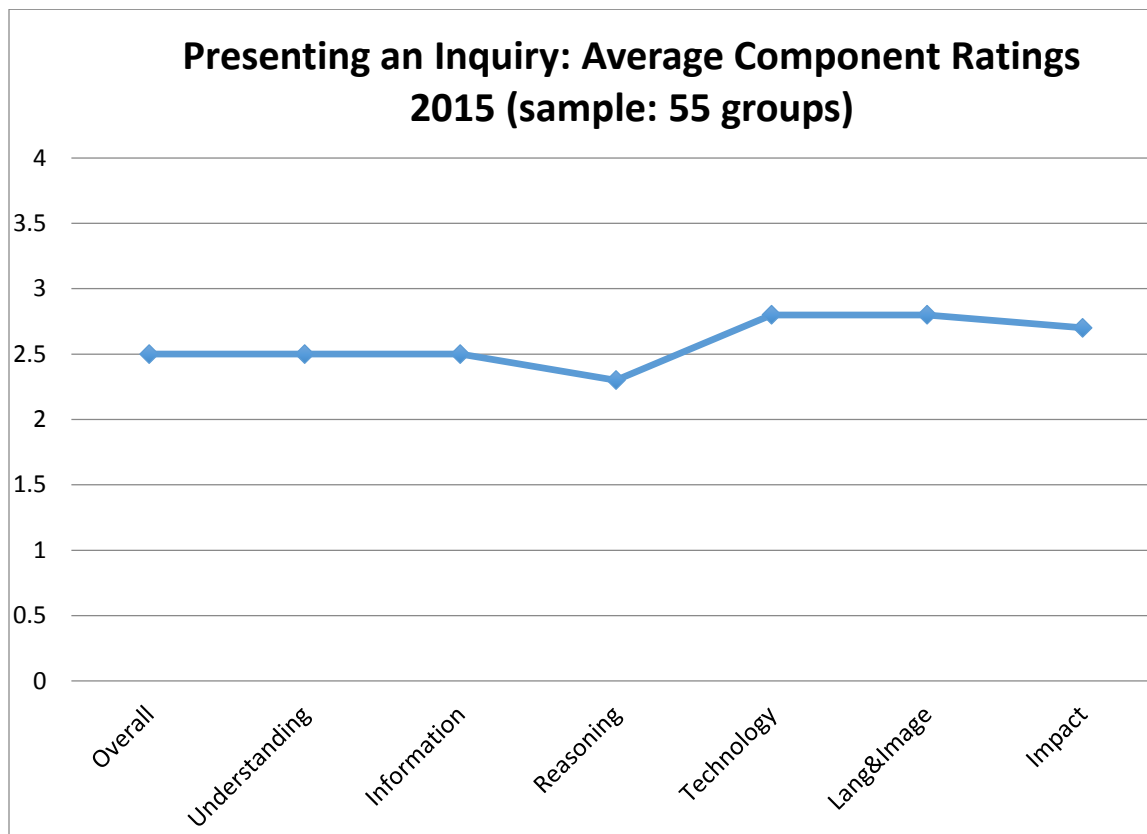
The final sample of 55 projects was assessed using the project rubric for inquiry projects. A team of two experienced teachers assessed each project. Approximately half of the projects were scored a second time. Consistency among scorers was extremely high.

## Results: 2015

Over 50% of projects scored fully met or exceeded expectations, in terms of overall quality; 91% met at least minimal expectations. The average rating was 2.5, on a scale of 1-4.

Scores were assigned for 6 components of the projects. Three of components related to content; three to presentation. Generally, projects received higher ratings for presentation than for content; lowest ratings were assigned to *reasoning*; highest ratings were assigned to skill in using technology. Results are summarized in the graphs below.



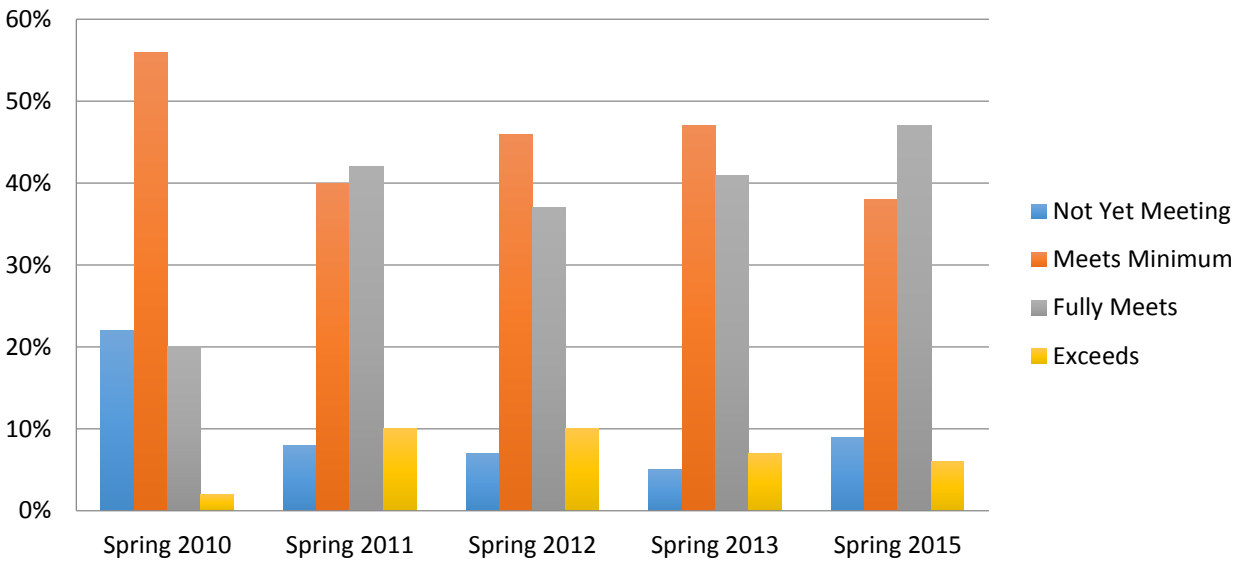


#### Comparisons over time

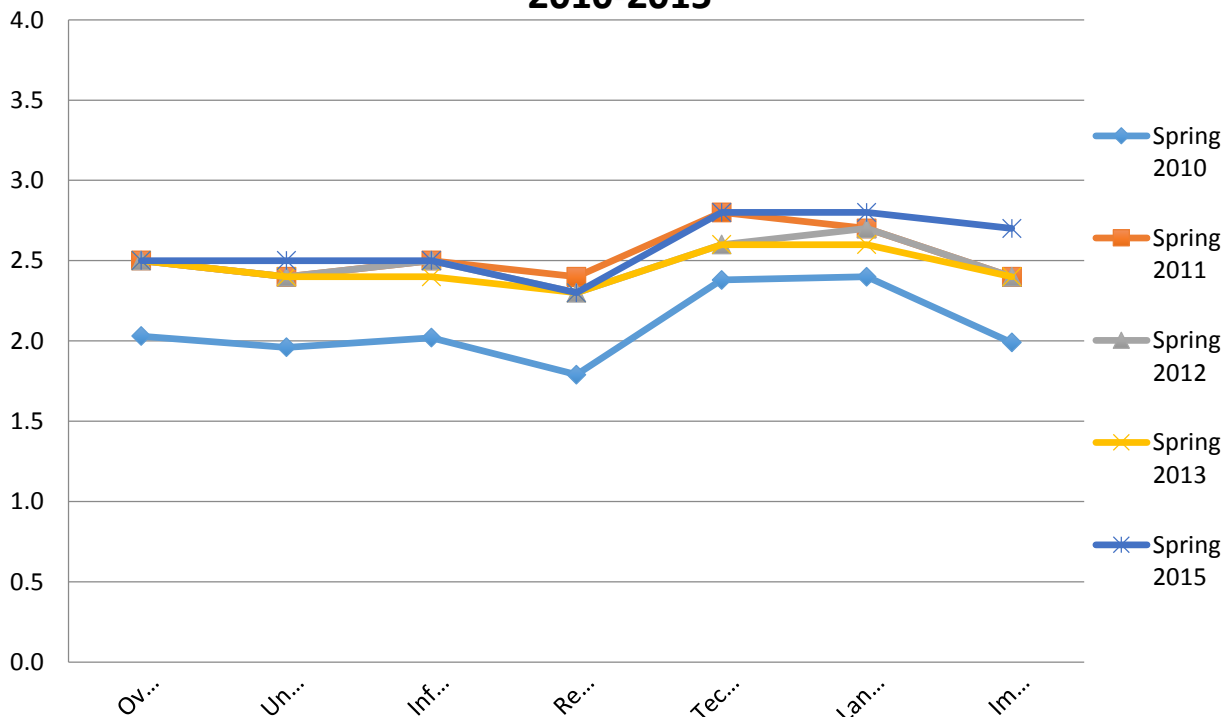
Results are extremely consistent over the last 4 of the project, even with the new challenges involved in shifting to use of tablets rather than laptops, and the introduction of several additional classrooms and teachers with limited previous experience with technology and inquiry. This suggests that both inquiry and integration of technology are deeply embedded in the culture of SD 42 at the grade 6/7 level, and the collective understanding and skill of teachers is passed on to new teachers.



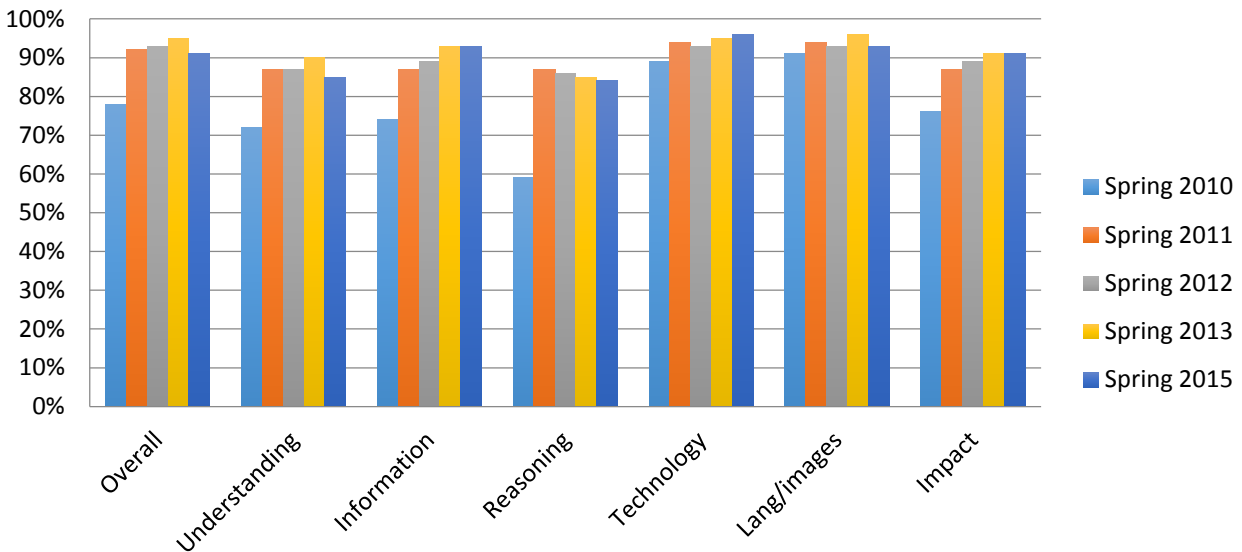
## Presenting an Inquiry: Overall Ratings 2010-2015



## Presenting an Inquiry: Average Component Ratings 2010-2015



## Presenting an Inquiry: % Meeting/Exceeding Expectations 2010-2015



### IPad Reading Fluency Project

#### Elementary Literacy: Thinking differently to improve learning

Literacy is a key area of competency that students must have in order to be successful after leaving our public school system. We are making progress in this area through different forms of Literacy Initiatives that involve 21st century literacies. Further, we have shown that targeted intervention that is literacy-specific can impact student success.

Thirty-five Grade 2, 3 and 4 classrooms in School District No. 42 have a unique opportunity to use iPod Touches and iPad Minis within their classroom setting.

With district support, teachers have been able to integrate the use of iPods and iPads in their daily literacy teaching routines. These new tools allow teachers to observe how technology can be used to improve student learning and how it can improve reading fluency in particular. The specific goals of the project are to increase students' engagement in school, as well as increase their reading fluency and oral language abilities.

Students digitally record reading samples, listen to literature recordings and interact with a variety of applications and resources. Student self-evaluation is key to the project. Students use the iPod or iPad to record themselves reading a variety of books and then listen to their voice memos to improve their fluency, accuracy, phrasing, smoothness and pace.

In October, teachers had students do minute-long recordings of themselves reading. Between the two fluency assessments (October / May), teachers worked with students with their iPods on a variety of activities designed to improve reading fluency. In May, students re-read and re-recorded the same passage, which by this time they hadn't seen in 7 months. Teachers were then able to carefully review and assess each of these recordings outside of class time.

## Results

For assessment, teachers used the SD42 Fluency Scale. The same document was also used to score the second recording in May. This consistency gave teachers added insight into the progress each student had made over the 7-month period.

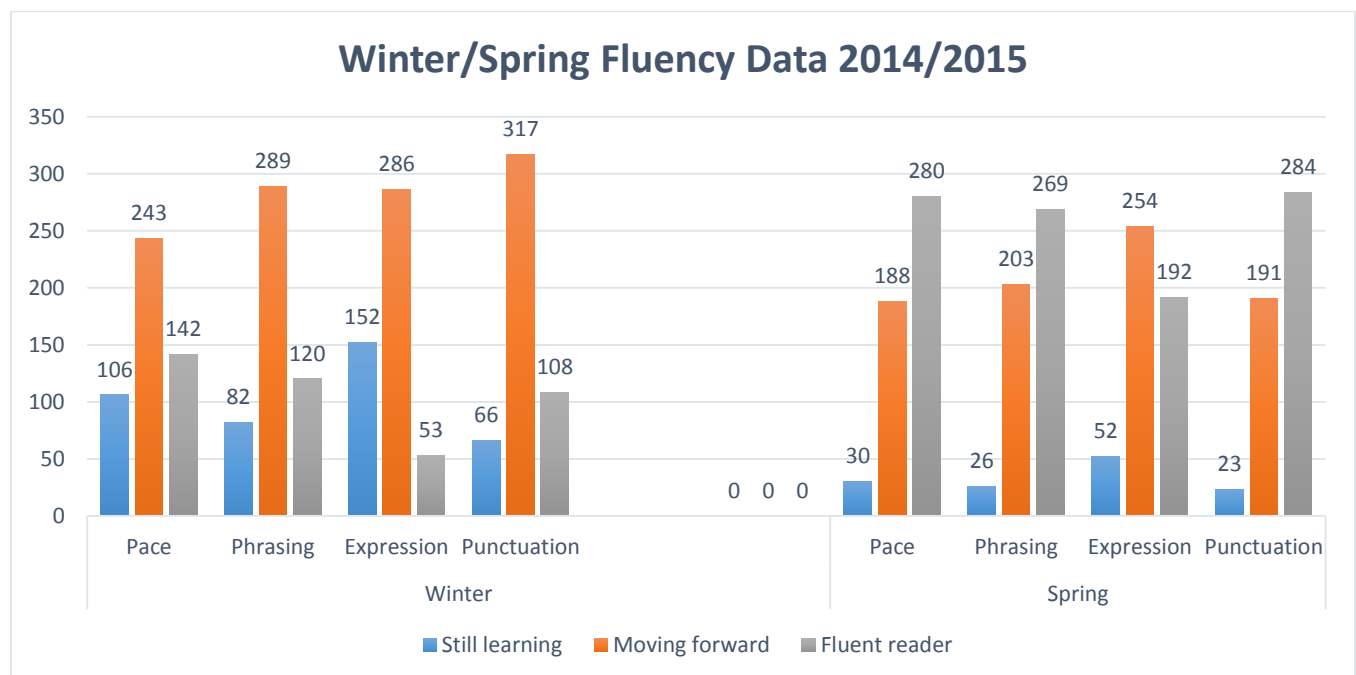
We have adjusted the areas of fluency this year to reflect Pace, Phrasing, Expression and Punctuation. We are also using the student's independent reading level. We believe this is the best way to capture where students are developmentally with their reading along with what reading fluency sounds like. We were able to track the gains students have made over the year as well as gauge how well students were able to transfer the skills gained by practicing fluency onto a new piece of text.

### IPad Reading Fluency Project – Winter 2014 Data

Component	Still Learning	Moving Forward	Fluent Reader	Total Students
<b>Pace</b>	106	242	142	491
<b>Phrasing</b>	82	289	120	491
<b>Expression</b>	152	286	53	491
<b>Punctuation</b>	66	317	108	491

### IPad Reading Fluency Project – Spring 2015 Data

Component	Still Learning	Moving Forward	Fluent Reader	Total Students
<b>Pace</b>	30	188	280	498
<b>Phrasing</b>	26	203	269	498
<b>Expression</b>	52	254	192	498
<b>Punctuation</b>	23	191	284	498





**ITEM 6**

To: **Board of Education**

From: Superintendent  
Sylvia Russell

Re: **SUPERINTENDENT'S UPDATE**

Date: January 20, 2016  
(Public Board Meeting)

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**Information**

**RECOMMENDATION:**

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

**ITEM 7**

To: **Board of Education**

From: Chairperson  
Mike Murray

Re: **DRAFT MOTION TO THE BC SCHOOL  
TRUSTEES ASSOCIATION:  
ADULT GRADUATED STUDENT GRANT**

Date: January 20, 2016  
(Public Board Meeting)

**Decision**

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**BACKGROUND/RATIONALE:**

This motion is needed because Boards of Education offer many accredited upgrading courses to graduated students through their continuing education programs. These courses were previously funded by the Ministry of Education and offered at no charge to graduated students. The graduated adult funding for Boards of Education has been significantly reduced starting in 2015 and Boards of Education are now charging fees for courses not funded by the Province. Many students have chosen not to pursue upgrading courses because of the associated fees. A select few post secondary institutions have the ability to offer grants to students who could not otherwise afford to take upgrading courses. Boards of Education should have the same ability to offer the grants provided by the Province by adhering to the same approval process.

**RECOMMENDATION:**

**THAT the Board approve the submission of the following motion to the BC School Trustees Association for consideration:**

**That the BCSTA approach the Ministry of Education and the Ministry of Advanced Education to request that Boards of Education be included on the list of approved institutions able to offer Adult Upgrading Grants.**



**ITEM 8**

To: **Board of Education**

From: Chairperson  
Mike Murray

Re: **DRAFT MOTION TO THE BC SCHOOL  
TRUSTEES ASSOCIATION:  
SCHOOL SITE ACQUISITION CHARGE**

Date: January 20, 2016  
(Public Board Meeting)

**Decision**

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**BACKGROUND/RATIONALE:**

Review and amendments of the school site acquisition charges are felt to be needed given the significant increase in property acquisition costs since the legislation and original maximum charges were established.

**RECOMMENDATION:**

**THAT the Board approve the submission of the following motion to the BC School Trustees Association for consideration:**

**THAT the BCSTA approach the Ministry of Education and other Ministries involved in administering the School Site Acquisition Charge legislation to review and amend the maximum allowable school site acquisition charges established in the legislation to reflect current property acquisition costs.**



**ITEM 9**

To: **Board of Education**

From: Vice Chairperson  
Susan Carr

Re: **DRAFT MOTION TO LOCAL ACTION TEAM:  
LETTER OF SUPPORT FOR AN  
INTEGRATED YOUTH HEALTH CENTRE**

Date: January 20, 2016  
(Public Board Meeting)

**Decision**

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**BACKGROUND/RATIONALE:**

Since the Spring of 2015, the Local Action Team (comprised of 70 plus community members) has worked as part of the CYMHSU Collaborative to discuss visioning and planning for an Integrated Youth Health in Maple Ridge-Pitt Meadows.

The model will address a number of barriers in Maple Ridge & Pitt Meadows including, but not limited to, the following:

- Timely access to an integrated system of coordinated and effective promotion, prevention, early intervention, and community support;
- Through an advocate/navigator-type role, assistance with navigating a variety of mental health & substance use programs and services;
- Referrals to community supports and services;
- Access to counselling, family physicians, pediatricians and psychiatry services; and,
- A sense of belonging.

**RECOMMENDATION:**

**THAT the Board direct the Board Chairperson to submit a Letter of Support for an Integrated Youth Health Centre in Maple Ridge-Pitt Meadows.**





**RECORD**  
**2015-2016**

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:

**November 18, 2015**

Call to Order	Meeting called to order at 1:00 p.m.
Motion of Exclusion	Approved
Approval of Agenda	Approved as circulated
Approval of Minutes	Approved as circulated
Superintendent Decision Items	Approved
Secretary Treasurer Decision Items	Approved
Superintendent Information Items	Received for information
Secretary Treasurer Information Item	Received for information
Adjournment	Adjourned at 3:02 p.m.

**November 18, 2015**

Call to Order	Meeting called to order at 3:15 p.m.
Motion of Exclusion	Approved
Approval of Agenda	Approved as circulated
Decision Item	Approved
Adjournment	Adjourned at 4:12 p.m.