



Wednesday, January 28, 2015
Time: 6:00 p.m.

PUBLIC MEETING OF THE BOARD OF EDUCATION

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

"People grow through experience if they meet life honestly and courageously. This is how character is built."

Eleanor Roosevelt

A G E N D A

A. OPENING PROCEDURES

ITEM 1

1. Call to Order
2. Correspondence
 - Robert McFarlane, Chair, School District No. 35 (Langley)
 - Teresa Rezansoff, President, BC School Trustees Association
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. January 14, 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 is at the discretion of the Board.*

1. Westview Secondary School: 2014-2015 Microsoft Showcase School ITEM 3

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) 2015-2016 Proposed District School Calendar ITEM 4
3. Secretary Treasurer
4. Board Committees
 - a) Finance
 - i) Appointment of Auditors ITEM 5
 - b) Budget
 - c) Board Policy Development

G. INFORMATION ITEMS

1. Chairperson
2. Superintendent of Schools
 - a) 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

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

1. Draft Motion to BC School Trustees Association:
Co-Governance Annual Review of Effectiveness ITEM 7
2. Draft Motion to BC School Trustees Association:
BCSTA Provincial Collective Bargaining Initiative ITEM 8

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. Youth Centre Society
10. 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

L. ADJOURNMENT



ITEM 1

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **OPENING PROCEDURES**

Date: January 28, 2015
(Public Board Meeting)

Information/Decision

1. *CALL TO ORDER*

2. *CORRESPONDENCE (Information Item)*

- Robert McFarlane, Chair, School District No. 35 (Langley)
- Teresa Rezansoff, President, BC School Trustees Association

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.*



January 8, 2015

Honourable Peter Fassbender
Minister of Education
PO Box 9045 Stn Prov Govt
Victoria, BC V8W 9E2

Honourable Michael deJong
Minister of Finance and Minister Responsible for Multiculturalism
PO Box 9048 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Honourable Ministers,

Re: Excluded and Exempt Staff Compensation Freeze

At its Regular meeting of December 16, 2014, the Board of Education of School District No. 35 (Langley) directed that a letter be written to you expressing the Board's concern regarding the fact that our management and excluded staff have not received a compensation increase in over four years. The Board echoes the concerns of other districts that while other employee groups have received increases in compensation, they have been unable to offer similar increases in compensation to their management and excluded staff as the result of the compensation freeze currently in place.

While the Board understands the compensation freeze is applicable to all excluded and management staff in the broader public sector, we would like to point out that the K – 12 public education sector is unique within the broader sector in that there are 60 different employers compared to other entities governed by the PSEC legislation. This difference is creating significant challenges for not only our district but all districts as we lose personnel to municipalities and have difficulty recruiting quality staff for important leadership roles. The overall morale of our excluded staff is at a low point due to the freeze continuing.

The Langley Board of Education respectfully requests that you withdraw the compensation freeze for our sector to permit Boards of Education across the province to build the morale of our hardworking excluded and management staff personnel.

Sincerely,

Robert McFarlane, Chair
Board of Education

/lmem

cc: BC Boards of Education via BCSTA Distribution
Suzanne Hoffman, Superintendent of Schools
David Green, Secretary-Treasurer



British Columbia
School Trustees
Association

January 15, 2015

The Honourable Peter Fassbender

Minister of Education

Organization

PO Box 9045 Stn Prov Govt

Victoria, BC V8W 9E2

Dear Minister Fassbender,

Thank you for your December 17, 2014 reply to my November letter of concern regarding the pending decision on the future governance of the B.C. Public School Employers' Association (BCPSEA). I also appreciate your recognition of the role of trustees in both the support staff and the teacher bargaining processes. As Boards of Education are the employers of both school district support staff and teachers throughout the province, I am sure you can, however, understand our ongoing concern that the governance of the employers' association does not currently include trustees in a central role.

I was pleased to see your commitment to "...continued opportunities for both BCSTA and trustee involvement in the dialogue as we move forward.". It is our hope that discussion of this topic, including further consideration of the *BCSTA Bargaining Structure Task Force Report*, can quickly take place and that the timeline for any pending legislation be made known. As all bargaining in the K-12 sector is fully completed, we see no reason why the governance of BCPSEA cannot now be returned to trustees, and that discussions regarding the future governance of the employers' association be concluded as soon as possible.

BCSTA supports the motion being brought forward by the Central Okanagan Board of Education (District No. 23) to the upcoming BCPSEA AGM, which calls on the current public administrator (who is already transitioning to a new role outside of labour relations) to seek the return of a trustee-based Board for the association. It is important that the public administrator and government recognize the legitimate interests of Boards of Education in this matter. Likewise, with the imminent delegation of all shared school district legal service work to BCPSEA, it is imperative that trustees have a meaningful voice in how that work is conducted. It is not reasonable to expect that an organization conducting legal services work on behalf of school districts would have no trustee oversight.

Once again, thank you for your response to my earlier letter and willingness to continue the dialogue on the governance of BCPSEA – the employers' association. BCSTA looks forward to the return of the trustee-based association Board, the resumption of discussions and a final long-term decision as soon as possible.

Sincerely,



Teresa Rezansoff

President

BC School Trustees Association

cc: The Honourable Shirley Bond, *Minister of Jobs, Tourism and Skills Training; Minister Responsible for Labour*
The Honourable Mike de Jong, Q.C., *Minister of Finance*
Christina Zacharuk, *Interim President and CEO*, Public Sector Employers' Council Secretariat
Dave Byng, *Deputy Minister of Education*
BCSTA Member Boards of Education



January 21, 2015

The Honourable Peter Fassbender

Minister of Education

PO Box 9045 Stn Prov Govt

Victoria, BC V8W 9E2

Re: Boards of Education input to Shared Services

Dear Minister Fassbender,

With the planned implementation of further provincial shared service initiatives imminent, I would like to emphasize the need for continued input and local control by Boards of Education. While BCSTA supports the initiation of shared services as a means of ensuring the money within the K-12 is used both efficiently and effectively, it is vital that trustees be able to manage the school district use of shared services to best meet local needs and priorities. Likewise, it is extremely important to us that savings resulting from shared services be retained for use at the school district level.

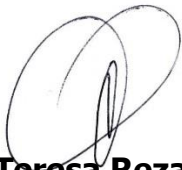
It is our understanding through my meetings with Ministry staff that the implementation of shared legal services in regard to labour relations issues will be announced as early as the end of this month. BCSTA does not object in principle to the notion of shared legal services across the sector. We are, however, concerned that the program will be implemented without prior disclosure of all details (including funding implications) and an opportunity for Boards to have input into any final decisions. In its own report of November 27, 2013, the Service Delivery Project Legal Services Working Group stated: "Next steps should include formation of a technical committee, consultation with Boards and district staff, consideration of Risk Management Branch requirements, a legislation review, BCPSEA agreement to be the contracted experts, and approval by Boards of Education." While progress may have been made on a number of these steps, the Board approval aspect has not yet been addressed.

In addition to concerns regarding shared legal services, we would want to see similar reviews and decision-making processes applied to both the procurement and attendance management initiatives. While each of these initiatives may have significant merit as both a means of saving money and as a management tool, retention of local control and autonomy remains a key concern for our member Boards. It is our expectation that there be full disclosure of all details in advance of Boards determining if and how they individually wish to participate in this new program. The confirmed inclusion of BCSTA on the planned advisory committee to the implementation of these initiatives is a positive move in that direction.

Once again, I would like to emphasize that BCSTA is not opposed to the implementation of shared services on a joint basis. Where local Boards of Education can determine best practice based on local needs as well as the reallocation of saved funds, we see a number of positive outcomes for the K-12 sector.

Thank you for your consideration and I look forward to being able to discuss this significant issue with you in the near future.

Yours truly,

A handwritten signature in black ink, appearing to read 'Teresa Rezansoff', with a large, stylized loop at the end.

Teresa Rezansoff

President

BC School Trustees Association

cc Dave Byng, *Deputy Minister of Education*
BCSTA member Boards of Education



ITEM 2

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **APPROVAL OF MINUTES**

Date: January 28, 2015
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the January 14, 2015 Public Board Meeting be approved as circulated.

Attachment

IN ATTENDANCE:

BOARD MEMBERS:

Board Chairperson – Mike Murray
Vice Chairperson – Eleanor Palis
Trustee – Lisa Beare
Trustee – Susan Carr
Trustee – Korleen Carreras
Trustee – Ken Clarkson

STAFF:

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

ABSENT:

Trustee – Dave Rempel

A. OPENING PROCEDURES

1. Call to Order

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

2. Correspondence

Moved/Seconded

- Darrel Ganzert, Chair, School District No. 20 (Kootenay-Columbia)
- Tanya Guenther, Chair, School District No. 27 (Cariboo-Chilcotin)
- Christopher Richardson, Chair, School District No. 39 (Vancouver)
- Betty Baxter, Chair, School District No. 46 (Sunshine Coast)
- Dr. Jeanette Scott, Chair, School District No. 47 (Powell River)
- Tina Last, Chair, School District No. 52 (Prince Rupert)
- Edith Loring-Kuhanga, Chair, School District No. 61 (Greater Victoria)
- Dot Neary, Chair, School District No. 68 (Nanaimo Ladysmith)
- Larry Ransom, Chair, School District No. 70 (Alberni)
- Denise Harper, Chair, School District No. 73 (Kamloops/Thompson)
- Linda McMullan, Chair, School District No. 78 (Fraser-Cascade)
- Art Erasmus, Chair, School District No. 82 (Coast Mountains)
- Leighton Wishart, Chair, School District No. 85 (Vancouver Island North)
- Steve Davis, Chair, School District No. 91 (Nechako Lakes)
- Dave Byng, Deputy Minister, Ministry of Education
- John Horgan, MLA and Rob Fleming, MLA
- Alison McVeigh, President, BCSTA Fraser Valley Branch

Trustee Clarkson requested that the correspondence from Dot Neary, Chair, School District No. 68 (Nanaimo Ladysmith) be moved from Correspondence to Information Items, Chairperson.

THAT the Board receive all correspondence for information.

CARRIED

3. Approval of Agenda

Moved/Seconded

Trustee Clarkson informed the Board that he would be posing a question on the Foundation Skills Assessment under Question Period.

Amendments/Additions:

Move from Correspondence to Information Items, Chairperson:

Correspondence from Dot Neary, Chair, School District No. 68 (Nanaimo Ladysmith)

Add to Question Period:

Foundation Skills Assessment

THAT the Agenda be ordered as amended.

CARRIED

4. Invitation for Public Input to matters on the Agenda

B. APPROVAL OF MINUTES

1. December 10, 2014 Public Board Meeting Minutes

Moved/Seconded

THAT the Minutes of the December 10, 2014 Inaugural Board Meeting be approved as circulated.

CARRIED

C. PRESENTATIONS

1. Prime Minister's Certificate of Achievement Award – Scott Ormiston

Moved/Seconded

The Superintendent presented Scott Ormiston with the Prime Minister's Certificate of Achievement Award and acknowledged his career accomplishments.

THAT the Board receive the recognition of the Prime Minister's Certificate of Achievement Award to Scott Ormiston, for information.

CARRIED

D. DELEGATIONS

a) Late French Immersion Program at Golden Ears Elementary

Moved/Seconded

Owen Smith and Vanessa Park, parents in School District No. 42, presented information on the Late French Immersion Program at Golden Ears Elementary. Benefits, issues, program and staffing instability, and a request to amend a previous board decision on the Late French Immersion Program at Golden Ears Elementary were included in their presentation.

THAT the Board receive the information on the Late French Immersion Program at Golden Ears Elementary from Vanessa Park, for information.

CARRIED

E. DEFERRED ITEMS**F. DECISION ITEMS**

1. Chairperson
2. Superintendent of Schools

- a) Superintendent's Report on Student Achievement

Moved/Seconded

The Superintendent reported that the Superintendent's Report on Student Achievement was prepared in accordance with Section 22 and Section 79.3 of the School Act. Six year graduation rates, the district literacy framework, personal and social responsibility, and the satisfaction survey were explained.

Trustee Carr requested information on the number of Leaving Certificates issued, which type of students they were issued to and the percentage of graduates receiving Leaving Certificates.

THAT the Board approve the Superintendent's Report on Student Achievement for 2014/15 for submission to the Minister of Education no later than January 31, 2015.

CARRIED

3. Secretary Treasurer
4. Board Committees
 - a) Finance
 - b) Budget
 - c) Board Policy Development

G. INFORMATION ITEMS

1. Chairperson
 - a) Dot Neary, Chair, School District No. 68 (Nanaimo Ladysmith)

Discussion ensued on the correspondence from Dot Neary, Chair, School District No. 68 (Nanaimo Ladysmith) and the newly created Teacher Education Fund.

2. Superintendent of Schools
 - a) 2015/16 Carbon Neutral Capital Program – Project Proposals

Moved/Seconded

The Secretary Treasurer reported that the Ministry of Education had issued a call for projects for the 2015/16 Carbon Neutral Capital Program.

The Secretary Treasurer reported that the School District had engaged Quantum Lighting Inc. and SES Consulting Inc. to perform detailed energy analysis of all the District's buildings, including elementary and secondary schools. The energy assessments prepared by Quantum Lighting and SES Consulting identified Thomas Haney Secondary School as having the greatest potential energy savings. The Thomas Haney retrofit project and the hiring of an Energy Manager were previously approved by the Board as part of the Energy Management Program.

Clarification was requested on the use of AFG funds and the potential savings from the Thomas Haney retrofit project.

THAT the Board receive the proposed Thomas Haney retrofit project submitted to the Ministry of Education as part of the 2015/16 Carbon Neutral Capital Program, for information.

CARRIED

b) 2014/15 Ministry of Education Recalculated Funding Allocations

Moved/Seconded

The Secretary Treasurer reported that on December 19, 2014 the Ministry of Education communicated to school districts the 2014/15 recalculated funding allocations based on actual October 17, 2014 enrolment and educator salary data.

The Secretary Treasurer reported that the School District would receive an additional \$1.74 million in funding. The Secretary Treasurer explained that the major differences between the preliminary estimate of \$114.37 million and the updated estimate of \$116.11 million.

The Secretary Treasurer reported that the provincial holdback allocation for the School District was 1.05 million. Holdback allocations were issued by the Ministry of Education to schools as a \$71 per student supplemental grant.

The Secretary Treasurer reported that the additional \$1.74 million in funding would be considered in the preparation of the amended budget together with cost pressures identified after the 2014/15 Preliminary Budget was adopted.

Clarification was requested on per pupil funding and the distribution of holdback funds.

THAT the Board: receive the Secretary Treasurer's report for information.

CARRIED

3. Secretary Treasurer
4. Board Committees & Advisory & Advisory Committee Reports
 - a) Finance
 - b) Budget
 - c) Board Policy Development
 - d) Education
 - e) Aboriginal Education
 - f) Inclusive Education

Trustee Clarkson reported that incoming kindergarten, the grade 7/grade 8 transition process, the gifted program and the terms of reference for the Inclusive Education Committee were discussed at the meeting held on January 13, 2015.

- g) French Immersion Advisory
- h) District Student Advisory
- i) Round Table with Partners

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

1. Draft Motion to BC School Trustees Association

Moved/Seconded

Discussion ensued on the wording of the draft motion.

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

Whereas Boards of Education in British Columbia have experienced significant funding shortfalls over the past several years resulting in substantial cuts to educational resources and programs;

And whereas the Provincial Government is committed to achieve a balanced budget in an inflationary environment without additional revenues, resulting in Boards of Education having to make significant cuts to their operations which will have a negative impact on student performance;

And whereas it is clear the amount included in the annual provincial education budget is not based on the needs of the system;

Now therefore be it resolved that the BC School Trustees Association establish a regionally balanced education funding committee which would:

- a. work with all Boards of Education in the Province, the BC Association of School Business Officials, the BC School Superintendents Association and the Ministry of Education each year to establish the level of funding required to meet the needs of students attending public schools in British Columbia;
- b. make recommendations to the Province on the level of funding and required revenues including taxation required to meet those needs;
- c. make recommendations on the funding formula and the budget process including the practice of holding back funding.

CARRIED

2. Nomination for BCSTA Officer

Moved/Seconded

THAT the Board nominate Trustee Ken Clarkson for the Office of Director with BCSTA.

CARRIED

I. TRUSTEE REPORTS

BC School Trustees Association Provincial Council

Trustee Clarkson explained that motions to the BC School Trustees Association Provincial Council are required to be emerging motions only.

Joint Parks and Leisure Services

It was reported that at the last meeting the Chair and Vice Chair were elected, a proposal for three new dog parks and repairs at the Maple Ridge Leisure Centre were discussed.

Good News

Trustee Carreras and Trustee Carr reported on the Christmas concerts that they had attended. Trustee Carr provided information on a drug forum that is being organized by Alouette Addictions. The Board Chair reported that the School District had donated 7 tons of food to the food bank.

J. QUESTION PERIOD

Trustee Clarkson requested clarification on how information on the Foundation Skills Assessment is distributed to parents in this district. The Superintendent confirmed that a letter had been distributed to parents on the parent portal providing the dates for the assessments. The Superintendent explained that the Foundation Skills Assessment is a Ministry of Education requirement and that parents can opt out if they do not wish for their children to participate in these assessments.

Trustee Palis requested an update on the impact of the cuts to clerical staffing. The Superintendent explained that feedback will be received from the Partner Groups on the impact of the budget driven changes implemented as part of the 2014/15 Preliminary Budget on January 28, 2015. The Deputy Superintendent reported that there was a meeting scheduled with clerical staff on January 15, 2015.

Trustee Carreras requested clarification on the grade 7/grade 8 transition process.

A CUPE representative requested clarification on the impact of the 2014/15 Ministry of Education Recalculated Funding Allocations on the 2015/16 budget.

K. OTHER BUSINESS**L. ADJOURNMENT**

Moved/Seconded

THAT the meeting of the Board be adjourned at 8:17 p.m.

CARRIED

Mike Murray, Chairperson

Flavia Coughlan, Secretary Treasurer



ITEM 3

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **WESTVIEW SECONDARY SCHOOL:
2014-2015 MICROSOFT SHOWCASE
SCHOOL**

Date: January 28, 2015
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

Westview Secondary School was selected by Microsoft as a 2014-2015 Microsoft Showcase School for its excellence in transforming its learning environment to deliver more personalized education to students, using mobile and cloud technology to better prepare students for success in the workplace.

Westview joins an exclusive community of over 150 premier schools from around the world, recognized to celebrate their truly pioneering efforts and innovation in rethinking teaching, learning and assessment in order to drive deep 21st century competencies.

Westview offers Microsoft Academy courses in addition to a range of programs designed to give students the skills they will need to be competent and competitive in an increasingly challenging employment market. All students get a chance to experience technology programs in grade eight, and can then move on to Information Technology classes in grade nine and ten, which in turn lead to dedicated courses in digital media development and digital design and programming.

Westview is making a comprehensive effort to change how students experience the use of technology in their learning. From the gamification of lessons in the classroom to the interactive Westview App and online courses, Westview is becoming a destination school for students with advanced expectations around how their education can be imagined and delivered.

RECOMMENDATION:

THAT the Board receive the presentation by Westview Secondary School as a 2014-2015 Microsoft Showcase School.

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **2015–2016 PROPOSED DISTRICT
SCHOOL CALENDAR**

Date: January 28, 2015
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

For the past four 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
 - (e) The number of hours of instruction offered to students in each grade (per year). A minimum number of hours of instruction must be offered:
 - 853 hours of instruction for students in Kindergarten
 - 878 hours of instruction for students in Grades 1 to 7
 - 952 hours of instruction for students in Grades 8 to 12

Note: The minimum hours requirement is lower for Kindergarten students to allow for the gradual entry process at the beginning of each school year.

- 2) 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).

Senior Team is recommending we continue with a similar calendar structure for the 2015/16 school year. This meets **the required minutes of instruction** outlined in the regulations. This proposed calendar would include:

- A two week Christmas break from **Monday, December 21, 2015 to Friday, January 1, 2016**, a two week Spring break from **Monday, March 14, 2016 to Friday, March 25, 2016** (excluding Kanaka Creek Elementary) and one day not in session to coincide with the Family Day holiday on **Friday, February 5, 2016**. This will be an optional training day for 10 month CUPE employees.
- Kanaka Creek Elementary calendar includes a four week Christmas break from **Monday, December 7, 2015 to Friday, January 1, 2016**, a four week Spring break from **Tuesday, March 29, 2016 to Monday, April 18, 2016** with the last day for students being **Thursday, July 21, 2016**.

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 the 2015-16 calendar submission cycle, proposed calendars must be made public on or before February 28, 2015. 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 29, 2015 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 25, 2015 Board meeting.
- Once approved the calendar will be posted online and then submitted to the Ministry by March 31, 2015.

Please find attached:

- The proposed 2015-2016 school calendar in both a linear orientation (Appendix A) and calendar orientation (Appendix B);
- The proposed 2015-2016 Kanaka Creek school calendar in both a linear orientation (Appendix C) and calendar orientation (Appendix D);
- The proposed 2015-2016 Distributed Learning calendar in a linear orientation (Appendix E).

RECOMMENDATION

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

Attachments

2015-2016 PROPOSED DRAFT DISTRICT SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 8, 2015
<i>Non-instructional day (school-based)</i>	<i>Monday, September 22, 2015</i>
Thanksgiving Day	Monday, October 12, 2015
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 23, 2015</i>
Remembrance Day	Wednesday, November 11, 2015
<i>Non-instructional day (district-wide)</i>	<i>Monday, November 23, 2015</i>
Schools close for Winter break	Friday, December 18, 2015
Winter break	Monday, December 21, 2015 to Friday, January 1, 2016
Schools reopen after Winter break	Monday, January 4, 2016
<i>Non-instructional day (growth planning day)</i>	<i>Monday, January 18, 2016</i>
<i>Schools Not in Session</i>	<i>Friday, February 5, 2016</i>
Family Day	Monday, February 8, 2016
<i>Non-instructional day (district-wide)</i>	<i>Friday, February 18, 2016</i>
Schools close for Spring break	Friday, March 11, 2016
Spring break	Monday, March 14, 2016 to Friday, March 18, 2016
<i>Schools Not in Session</i>	<i>Monday, March 21, 2016 to Thursday, March 24, 2016</i>
Good Friday	Friday, March 25, 2016
Easter Monday	Monday, March 28, 2016
Schools reopen after Spring break	Tuesday, March 29, 2016
<i>Non-instructional day (school-based)</i>	<i>Friday, May 20, 2016</i>
Victoria Day	Monday, May 23, 2016
Last day for students	Tuesday, June 28, 2016
Year-end administrative day	Wednesday, June 29, 2016
<i>Schools Not in Session</i>	<i>Thursday, June 30, 2016</i>
Schools close for Summer vacation	Thursday, June 30, 2016

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:

853 hours of instruction for students in kindergarten.

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

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

SD42 PROPOSED DRAFT DISTRICT SCHOOL CALENDAR: School Year 2015 - 2016

August 2015						
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 2015						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2015						
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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 2015						
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2015						
S	M	T	W	T	F	S
		1	2	3	4	5
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January 2016						
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February 2016						
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April 2016						
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May 2016						
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June 2016						
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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

*January 18, 2016 Growth Planning Day

*February 5, 2016 Optional Training Day for CUPE

	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Non Instructional Days
	Last Day for Students
	Administrative Day – no school
	Schools Not in Session

2015-2016 PROPOSED DRAFT KANAKA CREEK SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 8, 2015
<i>Non-instructional day (school-based)</i>	<i>Monday, September 22, 2015</i>
Thanksgiving Day	Monday, October 12, 2015
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 23, 2015</i>
Remembrance Day	Wednesday, November 11, 2015
<i>Non-instructional day (district-wide)</i>	<i>Monday, November 23, 2015</i>
Schools close for Winter break	Friday, December 4, 2015
Winter break	Monday, December 7, 2015 to Friday, January 1, 2016
Schools reopen after Winter break	Monday, January 4, 2016
<i>Non-instructional day (growth planning day)</i>	<i>Monday, January 18, 2016</i>
<i>Schools Not in Session</i>	<i>Friday, February 5, 2016</i>
Family Day	Monday, February 8, 2016
<i>Non-instructional day (district-wide)</i>	<i>Friday, February 18, 2016</i>
Schools close for Spring break	Thursday, March 24, 2016
Good Friday	Friday, March 25, 2016
Easter Monday	Monday, March 28, 2016
Spring break	Tuesday, March 29, 2016 to Monday, April 18, 2016
Schools reopen after Spring break	Tuesday, April 19, 2016
<i>Non-instructional day (school-based)</i>	<i>Friday, May 20, 2016</i>
Victoria Day	Monday, May 23, 2016
Canada Day	Friday, July 1, 2016
Last day for students	Thursday, July 21, 2016
Year-end administrative day	Friday, July 22, 2016
Schools close for Summer vacation	Friday, July 22, 2016

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*:

853 hours of instruction for students in kindergarten.

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

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

SD42 PROPOSED DRAFT KANAKA CREEK CALENDAR: School Year 2015 to 2016

August 2015						
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September 2015						
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October 2015						
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November 2015						
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December 2015						
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January 2016						
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February 2016						
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March 2016						
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April 2016						
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May 2016						
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June 2016						
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July 2016						
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31						

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

*January 18, 2016 Growth Planning Day

*February 5, 2016 Optional Training Day for CUPE

	Opening Day
	Scheduled Vacation
	Statutory Holidays
	Non Instructional Days
	Last Day for Students
	Administrative Day – no school
	Schools Not in Session

2015-2016 PROPOSED DRAFT DISTRIBUTED LEARNING SCHOOL CALENDAR

Distributed Learning Summer program begins (subject to sufficient enrolment) Friday, July 3, 2015 to Friday, July 24, 2015.

Schools opening day for students	Tuesday, September 8, 2015
<i>Non-instructional day (school-based)</i>	<i>Monday, September 22, 2015</i>
Thanksgiving Day	Monday, October 12, 2015
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 23, 2015</i>
Remembrance Day	Wednesday, November 11, 2015
<i>Non-instructional day (district-wide)</i>	<i>Monday, November 23, 2015</i>
Schools close for Winter break	Friday, December 18, 2015
Winter break	Monday, December 21, 2015 to Friday, January 1, 2016
Schools reopen after Winter break	Monday, January 4, 2016
<i>Non-instructional day (growth planning day)</i>	<i>Monday, January 18, 2016</i>
<i>Schools Not in Session</i>	<i>Friday, February 5, 2016</i>
Family Day	Monday, February 8, 2016
<i>Non-instructional day (district-wide)</i>	<i>Friday, February 18, 2016</i>
Schools close for Spring break	Friday, March 11, 2016
Spring break	Monday, March 14, 2016 to Friday, March 18, 2016
<i>Schools Not in Session</i>	<i>Monday, March 21, 2016 to Thursday, March 24, 2016</i>
Good Friday	Friday, March 25, 2016
Easter Monday	Monday, March 28, 2016
Schools reopen after Spring break	Tuesday, March 29, 2016
<i>Non-instructional day (school-based)</i>	<i>Friday, May 20, 2016</i>
Victoria Day	Monday, May 23, 2016
Last day for students	Tuesday, June 28, 2016
Year-end administrative day	Wednesday, June 29, 2016
<i>Schools Not in Session</i>	<i>Thursday, June 30, 2016</i>
Schools close for Summer vacation	Thursday, June 30, 2016

Distributed Learning Summer program 2016 dates to be announced.



ITEM 5

To: **Board of Education**

From: Finance Committee
of the Whole

Re: **APPOINTMENT OF AUDITORS**

Date: January 28, 2015
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The Auditor General Act requires that, each year, the Office of the Auditor General (OAG) prepare a Financial Statement Audit Coverage Plan for the appointment of auditors for government organizations for the following three fiscal years. In this plan, the OAG identifies its level of involvement in the audit process for each government organization within the Government Reporting Entity.

As noted in the attached letter from the Office of the Auditor General (Attachment A) the Financial Statements of School District No. 42 (Maple Ridge-Pitt Meadows) will continue to be audited by an auditor appointed by the Board of Education for the fiscal years ending June 30, 2015 to 2018. However, beginning with the audit of the School District's financial statements for the year ended June 2018 OAG is planning to increase their involvement with the audit of our financial statements to an oversight level.

KPMG LLP is the current external auditor for the School District No. 42 (Maple Ridge-Pitt Meadows) and has been the auditor of SD42 for two fiscal years.

The selection and appointment of financial statement auditors is the responsibility of the Board of Trustees. The board is accountable for ensuring the effectiveness, value-for-money and fairness of its process.

A competitive process for the selection of auditors was conducted in 2012 and KPMG LLP was selected and appointed by the Board to serve as external auditor for a period of two years commencing with the 2012/2013 fiscal year and renewable at the discretion of both parties for an additional three years. Given the relatively recent change in external auditors and their satisfactory performance for the past two years the Finance Committee of the Whole recommends that the Board appoint KPMG LLP as auditors for another two year term.

RECOMMENDATION:

THAT The Board approve the appointment of KPMG LLP as auditors for 2014/2015 and 2015/2016 and direct the Secretary Treasurer to promptly notify the auditor and the Minister of Education of the appointment.

Attachment

Attachment A

October 8, 2014

VIA E-MAIL

Mike Murray
Chair, Board of Education
School District No.42 Maple Ridge – Pitt Meadows
22225 Brown Avenue
Maple Ridge, BC V2X 8N6

Dear Mr. Murray,

Re: Appointment of Auditors for Government Organizations and Trust Funds

The *Auditor General Act* requires that, each year, the Auditor General prepare a Financial Statement Audit Coverage Plan for the appointment of auditors for government organizations and trust funds for the following three fiscal years. The Legislative Assembly's Select Standing Committee on Public Accounts has recently approved our plan for three fiscal years to 2018.

Accordingly:

- The financial statements of the Maple Ridge – Pitt Meadows School District will continue to be audited by an auditor appointed by the Board of Trustees for the period covered by the plan.
- Our involvement with the audit of your financial statements will increase to an oversight level of involvement beginning with the School District's June 30, 2018 fiscal year-end.

An oversight level of involvement means that the Auditor General will be relying on the work of the auditor of the Maple Ridge – Pitt Meadows School District as in prior years. However, beginning with the audit of the School District's June 30, 2018 financial statements, our plan is to meet with the School Board's auditor to review the audit plan, to review audit progress and to discuss key issues as they arise.

We will also meet with the audit firm prior to its finalizing the audit report, to review its working papers and to discuss its audit findings and the audit report contents. We will ask the audit firm to advise us of the dates, times and locations of all their significant meetings with management, or the Board (or sub-committee), so that we have the opportunity to attend those meetings.

Since this work with the School District is designed to provide us with knowledge of the education sector as a whole, we will not bill the School District for our involvement in connection with the audit of your financial statements.

Page 2
October 8, 2014
Mike Murray

We expect that our involvement at this oversight level will continue for two years.

The Financial Statement Audit Coverage Plan may be viewed on our website at www.bcauditor.com.

On behalf of the Auditor General, I want to say that we are looking forward to working closely with the Board to support you in discharging your oversight responsibilities with respect to the Maple Ridge – Pitt Meadows School District.

If you have any questions, please do not hesitate to contact me at 250-419-6102 or bgilhooly@bcauditor.com

Yours truly,



Bill Gilhooly, CPA, CA, PMP
Assistant Auditor General

GS/mr

Copy: Flavia Coughlan, Secretary-Treasurer
Laurie Meston, Superintendent
Tim Holloway, KPMG, Burnaby



ITEM 6

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **SUPERINTENDENT'S UPDATE**

Date: January 28, 2015
(Public Board Meeting)

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:
CO-GOVERNANCE ANNUAL REVIEW
OF EFFECTIVENESS**

Date: January 28, 2015
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

This motion is needed because the BC School Trustees Association and the Ministry of Education have recently signed a co-governance agreement. The value of any agreement can be enhanced through ongoing monitoring of it's effectiveness.

Motions are required to be submitted to the BC School Trustees Association by February 15, 2015 for consideration at the BC School Trustees Association 111th Annual General Meeting which will take place from April 16 – 19, 2015.

RECOMMENDATION:

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

That the BCSTA work with all Boards of Education and the Ministry of Education to complete an annual review of the co-governance agreement to assess its effectiveness and determine what can and should be improved.

Attachment



SUBSTANTIVE MOTION TO AGM SUBMISSION FORM

Deadline for submission: Sunday, February 15, 2015

TITLE

Co-Governance Annual Review of Effectiveness

SPONSOR

Board of Education of SCHOOL DISTRICT NO. 42 (MAPLE RIDGE-PITT MEADOWS)

Please indicate if the proposed resolution relates to an existing Foundational Statement or Policy Statement in *BCSTA's Policies*.

- ☐ Relates to Foundational Statement No. [#] _____
- ☒ Relates to Policy Statement No. [#2.1 FS] _____
- ☐ Propose to make this resolution a new policy statement.
- ☒ This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.

MOTION

That the BCSTA work with all Boards of Education and the Ministry of Education to complete an annual review of the co-governance agreement to assess its effectiveness and determine what can and should be improved.

RATIONALE

Provide a succinct description of why this motion is needed, plus any relevant background information.

This motion is needed because the BCSTA and the Ministry of Education have recently signed a co-governance agreement. The value of any agreement can be enhanced through ongoing monitoring of it's effectiveness.

OPTIONAL REFERENCES

Provide references to additional background material, e.g., legislation, websites, etc.

[Provide references here.]



ITEM 8

To: **Board of Education**

From: Trustee
Ken Clarkson

Re: **DRAFT MOTION TO THE BC SCHOOL
TRUSTEES ASSOCIATION:
BCSTA PROVINCIAL COLLECTIVE
BARGAINING INITIATIVE**

Date: January 28, 2015
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The motion is needed because it is obvious to all, the current provincial collective bargaining process is not working for anyone especially for the children in our schools. It is imperative we do not wait. The parties need to meet now while the experience of the last round is fresh. The best results for a new provincial collective bargaining process will come from those who are responsible for enacting it. It is important the parties meet on a regular basis to build a better system and in the process respectful relationships.

Motions are required to be submitted to the BC School Trustees Association by February 15, 2015 for consideration at the BC School Trustees Association 111th Annual General Meeting which will take place from April 16 – 19, 2015.

RECOMMENDATION:

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

That the BCSTA request that the Ministry of Education, BCTF and BCSTA meet on a quarterly basis to review the last round of bargaining and make recommendations for change to the existing provincial collective bargaining process.

Attachment



SUBSTANTIVE MOTION TO AGM SUBMISSION FORM

Deadline for submission: Sunday, February 15, 2015

TITLE

BCSTA Provincial Collective Bargaining Initiative

SPONSOR

Board of Education of SCHOOL DISTRICT NO. 42 (MAPLE RIDGE-PITT MEADOWS)

Please indicate if the proposed resolution relates to an existing Foundational Statement or Policy Statement in *BCSTA's Policies*.

- ☒ Relates to Foundational Statement No. 7.1FS
- ☒ Relates to Policy Statement No. [#7.1.1, #7.1.2, #7.1.3.]
- ☐ Propose to make this resolution a new policy statement.
- ☒ This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.

MOTION

That the BCSTA request that the Ministry of Education, BCTF and BCSTA meet on a quarterly basis to review the last round of bargaining and make recommendations for change to the existing provincial collective bargaining process.

RATIONALE

Provide a succinct description of why this motion is needed, plus any relevant background information.

The motion is needed because it is obvious to all, the current provincial collective bargaining process is not working for anyone especially for the children in our schools. It is imperative we do not wait. The parties need to meet now while the experience of the last round is fresh. The best results for a new provincial collective bargaining process will come from those who are responsible for enacting it. It is important the parties meet on a regular basis to build a better system and in the process respectful relationships.

OPTIONAL REFERENCES

Provide references to additional background material, e.g., legislation, websites, etc.

[Provide references here.]