

Wednesday, June 25, 2014
6:00 p.m.

South Bonson Community Centre
10932 Barnston View Road
Pitt Meadows, BC V3Y 0B5

A G E N D A

““Believe you can and you’re halfway there” – Theodore Roosevelt

A – OPENING PROCEDURES

1. Call to Order
2. Correspondence ITEM 1
 - i. Frank Lento, Chair, SD No. 5 (Southeast Kootenay)
 - ii. Mike Murray, Chair, SD No. 42 (Maple Ridge-Pitt Meadows)
 - iii. Franci Stratton, Chair, SD No. 44 (North Vancouver)
 - iv. SD No. 57 (Prince George)
 - v. Teresa Rezansoff, President, BC School Trustees Association
 - vi. Alison McVeigh, Chair, BCSTA Fraser Valley Branch
3. Ordering of Agenda
4. Invitation for Public Input to matters on the Agenda – **10 minutes total /3 min per person**

B – CONFIRMATION OF MINUTES

1. June 11, 2014 ITEM 2

C – PRESENTATIONS

1. Achievement Contract 2014 ITEM 3

D – DELEGATIONS

E – CHAIR REPORT

F – DEFERRED ITEMS

G – TRUSTEE MOTIONS

H – CHIEF EXECUTIVE OFFICER’S REPORT

1. Decision Items
 - a) Superintendent of Schools
 - b) Deputy Superintendent
 - c) Secretary Treasurer
 - i. Trustee Elections Bylaw No. 1-2013/14 ITEM 4

Information Items

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

I – COMMITTEE BUSINESS

- 1. Committees of the Whole
 - a) Finance
 - b) Budget
- 2. Committee & Advisory Committee Reports
 - a) Aboriginal Education
 - b) Board Policy Development
 - i. Policy 2400: School Board Meeting Proceedings ITEM 5
 - c) District Student Advisory
 - d) Education
 - e) French Immersion Advisory
 - f) Inclusive Education

J – QUESTION PERIOD – 10 minutes total /1 question per person

- 1. Trustee Questions
- 2. Staff Questions
- 3. Employee Group Questions
- 4. DPAC Questions
- 5. Public Questions

K – 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/EN/main/municipal/728/9982/spac_agenda_minutes.html
- 8. Tzu Chi Foundation
- 9. Youth Society
- 10. Other Board Liaison Representative Reports
 - a) Good News Items

L – OTHER BUSINESS

- a) Public Disclosure of Closed Meeting Business ITEM 6

M – ADJOURNMENT

To: Board of Education

From Board Chairperson
Mike Murray

Re: **OPENING PROCEDURES**

Date: June 25, 2014
(Public Board Meeting)

Information/Decision

1. CALL TO ORDER

2. CORRESPONDENCE (*Information Item*)

- i. Frank Lento, Chair, SD No. 5 (Southeast Kootenay)
- ii. Mike Murray, Chair, SD No. 42 (Maple Ridge-Pitt Meadows)
- iii. Franci Stratton, Chair, SD No. 44 (North Vancouver)
- iv. SD No. 57 (Prince George)
- v. Teresa Rezansoff, President, BC School Trustees Association
- vi. Alison McVeigh, Chair, BCSTA Fraser Valley Branch

RECOMMENDATION

THAT the Board receive all correspondence for information.

3. ORDERING OF AGENDA (*Decision Item*)

RECOMMENDATION:

THAT the Agenda be ordered as circulated.

4. INVITATION FOR PUBLIC INPUT TO MATTERS ON THE AGENDA

Attachments



SCHOOL DISTRICT 5

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

June 10th, 2014

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

Dear Mr. Fassbender

Re: Cost Sharing of Capital Projects

The SD5 Board of Education (Southeast Kootenay) is writing to add our voice to the numerous other Boards across the province who have expressed concern and dismay at the recent directive that school districts be required to share up to 50 percent of the costs of major capital projects.

While our Board is not directly affected by the new directive *at this time*, still we take great exception to this directive and its implications for school boards and, more importantly, public education across BC.


Past practice dictates that the Ministry of Education is responsible for capital projects. This has been one of the few common-sense approaches to Ministry funding for public education, given that Boards of Education are funded on a per pupil basis and not on those factors that most impact the cost of providing public education such as rate increases, inflation, child poverty rates, new government mandates, advances in technology, median age and/or condition of facilities etc.

As with other Boards we are concerned that this announcement sets a dangerous new precedent in downloading yet another unfunded cost to already over-burdened and under-funded Boards of Education. We are also dismayed that the Ministry of Education appears to have misinterpreted the accounting processes to which Boards must adhere and that this decision continues to ignore Trustees' role as co-governors of the public education system.

We're concerned that this recent directive by government is creating long-term, detrimental, and possibly irreversible impacts to public education. We urge you to

reconsider this approach to public education in favour of more consultative solutions to the province's current financial challenges.

Sincerely,



Frank Lento,
Chair, School District 5 Board of Education
Southeast Kootenay, BC

Cc: Bill Bennett, MLA, Southeast Kootenay
All Boards of Education, via BCSTA

Frank Lento (Chair) • Trina Ayling • Bev Bellina • Olivia Besanger • Gail Brown •
Shaun Damstrom • Chris Johns • Curtis Helgesen • Patricia Whalen

940 Industrial Road #1, Cranbrook BC, V1C 4C6 • Tel: 250.417.2055 • Fax: 250.489.5460 • www.sd5.bc.ca

June 16, 2014

Mayor Ernie Daykin
District of Maple Ridge
11995 Haney Place
Maple Ridge, BC
V2X 6A9

Dear Ernie,

Re: School Bussing

This follows our recent meeting in which we discussed School Bussing.

As you know the Board of Education has been forced to make several budget adjustments over many years. One of the most recent was a decision to charge fees for school bussing. We have approximately 470 students registered to use our regular busses and 33 students registered to use our busses for students with special needs. Our special needs bussing is provided throughout Maple Ridge and Pitt Meadows at a fairly high cost of approximately \$10,000 per student per year. The bussing we provide to our general student population is primarily in the rural area of Maple Ridge at an annual cost of \$1,400 per student.

As of this September we will be charging \$215 each per year for the first two students in a family and \$100 for each additional student in a family requiring bussing. This is equivalent to the fees charged in School Districts who are charging for this service in their communities in the province but, clearly, does not cover the total cost.

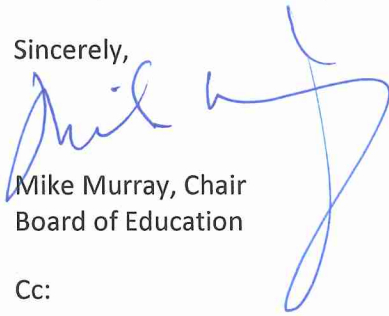
Since we continue to experience severe budget restraint we anticipate having to either eliminate the service altogether for the general student population or charge significantly greater fees for the service than we are already charging after next year. Needless to say this is not a great situation and we do not want to eliminate service to families who live in homes in rural areas and depend on school bus service to get their children to and from school. Of course we are not alone in this and you may have read reports of school bussing being eliminated in Delta and in Coquitlam in the past year.

The problem would not exist if we had a reasonably frequent community shuttle service in the rural area that students could rely on to get to and from school. Anything you can do to facilitate discussions with TransLink on this subject would be greatly appreciated. If you are able to arrange such a discussion I would appreciate your staff contacting our Secretary Treasurer, Flavia Coughlan. The most important

people to be involved in those discussions are those who are familiar with the details of our students' requirements and Flavia can make arrangements for the appropriate staff to be available for those discussions.

Thank you in advance for your assistance.

Sincerely,



Mike Murray, Chair
Board of Education

Cc:

Board of Education
Mayor Deb Walters, City of Pitt Meadows
Laurie Meston, Acting Superintendent of Schools
Flavia Coughlan, Secretary Treasurer

June 17, 2014

Mr. Doug Bing, MLA
#104 – 20130 Lougheed Highway
Maple Ridge, BC
V2X 2P7

Dear Mr. Bing,

Re: Maple Ridge Pitt Meadows Katzie Community Literacy Committee

We all know the importance of literacy to the well being of our citizens and the community as a whole. We also know the devastating impact felt by some of our most vulnerable citizens who lack even the most basic literacy skills. The Board of Education recently received a delegation from the local Community Literacy Committee who were reporting to us on their accomplishments of the past year and sharing their goals for the coming year. Their report is attached.

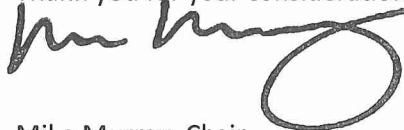
During the discussion following their presentation it became apparent that funding from the Ministry of Education through Decoda Literacy Solutions was reduced by twenty percent during the 2013 fiscal year.

As a Board of Education we feel it is appropriate to:

- a. express our concern about any reductions in funding for this important work and;
- b. urge government at all levels to provide the kind of consistent funding identified as being required in the 2014 budget consultation report of the Select Standing Committee on Finance and Government Services.

This is truly a collaborative community engagement initiative which we hope you will endorse. Further, we ask you to encourage government to reinstate the level of funding provided previously.

Thank you for your consideration.



Mike Murray, Chair
Board of Education

Encl:

Cc:

Board of Education
Ms. Laurie Meston, Acting Superintendent
Mr. Bruce Grady, Co Chair Community Literacy Committee
Ms. Jesse Hill, Co Chair, Community Literacy Committee
Mr. Marc Dalton, MLA
Mr. Randy Kamp, MP

June 17, 2014

Mr. Marc Dalton, MLA
#102 – 23015 Dewdney Trunk Road
Maple Ridge, BC
V2X 3K9

Dear Mr. Dalton,

Re: Maple Ridge Pitt Meadows Katzie Community Literacy Committee

We all know the importance of literacy to the well being of our citizens and the community as a whole. We also know the devastating impact felt by some of our most vulnerable citizens who lack even the most basic literacy skills. The Board of Education recently received a delegation from the local Community Literacy Committee who were reporting to us on their accomplishments of the past year and sharing their goals for the coming year. Their report is attached.

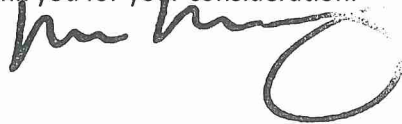
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This is truly a collaborative community engagement initiative which we hope you will endorse. Further, we ask you to encourage government to reinstate the level of funding provided previously.

Thank you for your consideration.



Mike Murray, Chair
Board of Education

Encl:

Cc:
Board of Education
Ms. Laurie Meston, Acting Superintendent
Mr. Bruce Grady, Co Chair Community Literacy Committee
Ms. Jesse Hill, Co Chair, Community Literacy Committee
Mr. Doug Bing, MLA
Mr. Randy Kamp, MP

June 12, 2014

The Honourable Mike de Jong
Minister of Finance and Government House Leader
P.O. Box 9048, STN Prov Govt
Victoria BC V8W 9E2

Dear Minister De Jong,

Subject: Capital Project and Seismic Funding

At the May 27, 2014 Public Board Meeting, the Board of Education passed the following motion related to the Provincial Government's change in capital project and seismic funding.

that the Board of Education communicate to the Minister of Finance, the serious impact and concerns created by the policy requiring Boards to contribute up to 50% of the cost of the seismic or capital projects, and;

that in the interest of the safety of students and staff, the Minister of Finance rescind this policy.

This policy direction is a significant change from the provincial government's commitment to fully fund seismic projects and is the source of serious concern for our School District and school districts across the province.

The Provincial Government's new seismic/capital funding policy creates an extreme disincentive to municipal governments, across the province, to support the disposition of surplus school district lands. Requiring financial contributions to seismic upgrades, rather than towards replacement buildings, impacts the lifespan and quality of school facilities and sites, as well as restricting the potential, future community amenities within a municipality. These factors will directly impact the effectiveness and viability of the Release of Assets for Economic Generation (REAG) program as municipal governments and community members become disinclined to support rezoning applications.

The proceeds from the disposition of surplus school sites are identified by Boards of Education to address high priority issues, such as, full replacement projects, land assembly for new schools, or enhancements to seismic projects. Boards have a deep, intimate knowledge and understanding of the needs of the communities they serve. Yet, Boards of Education are now being told that they may need to "change their priorities". This change in policy direction has been characterized by members of our community as downloading the cost of seismic upgrades onto school districts.

The costs to maintain aging infrastructure that is seismically upgraded, rather than fully replaced, places a significant future economic burden on both school districts and the Provincial Government. This is not a responsible approach to long-term capital investment or facilities management. Boards of Education understand that they may be required to fund the difference between a seismic upgrade and the full replacement cost, and are fully prepared to do so.



On behalf of our Board, I would ask that you, as the Minister of Finance, act to rescind this policy and to fulfill the Provincial Government's commitment to fully fund seismic projects so that we may continue our partnership in creating safe, 21st century schools for our students, staff, and the communities we collectively serve.

Sincerely,

NORTH VANCOUVER BOARD OF EDUCATION

A handwritten signature in black ink, appearing to read "Franci Stratton".

Franci Stratton
Chair

FWS/mg

cc: Honourable Peter Fassbender, Minister of Education
Hon. Naomi Yamamoto, Minister of State for Small Business, MLA North Vancouver-Lonsdale
Ralph Sultan, MLA West Vancouver-Capilano
Jane Thornthwaite, MLA North Vancouver-Seymour
Board of Education, School District No. 44 (North Vancouver)
John Lewis, Superintendent of Schools
Georgia Allison, Secretary Treasurer
All Boards of Education



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

May 27, 2014

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

The Honourable Peter Fassbender,
Minister of Education
PO Box 9045, Stn Prov Govt,
Victoria B.C.
V8W 9E2

Dear Premier Clark and Minister Fassbender:

The Board of Education for School District No. 57, Prince George and its educational partners believe that the public education system is the best way to provide high quality learning for every British Columbian and to build a vibrant and sustainable democratic society.

Cuts to public education funding, declining enrolment, and unfunded cost pressures beyond the control of school districts have created shortfalls that have forced Boards of Education to close schools and cut programs. We believe these funding pressures are reducing the ability for school districts to provide the quality of education needed for our students and communities.

The Board of Education for School District No. 57, Prince George approved a motion "calling on the Minister of Education and the Provincial Government to provide adequate and sustainable funding to the school district to meet the educational needs of students and the community, including the cost of necessary infrastructure upgrades, provincially bargained collective agreement settlements, and inflationary and provincially/federally mandated increases to non-discretionary spending such as utilities."

The board further resolved that, "the Board of Education requests that other community partners in education support the district's call for an adequate and sustainably funded Public Education system that meets the needs of students and the community."

Our unified voice and support, points to the growing concern in our communities regarding the sustainability and diminishing excellence of the public education system.

Together we urge government to ensure our public education system k-12 is sustainably funded and resourced and to ensure immediate and long term stability in the provision of the highest quality of education for students in BC's public education system.

Sincerely,



Board of Education
School District No. 57 (Prince George)
Sharel Warrington, Chair
Trustee, Tim Bennett, Vice Chair
Trustee Betty Bekkering
Trustee Trish Bella
Trustee Kate Cooke
Trustee Brenda Hooker
Trustee Sharon Bourassa

Brian Trotter,
President
CUPE Local No. 4991

Karen Wong,
President
CUPE Local No. 3742

Tina Cousins
PGDTA President,

Sarah Holland
DPAC Chairperson

cc:

The Honourable Michael De Jong, Minister of Finance
The Honourable Shirley Bond, MLA Prince George-Valemount, Minister of Jobs,
Tourism and Skills Training
Mike Morris, MLA Prince George-Mackenzie
Rob Fleming, MLA Victoria-Swan Lake, NDP Education Critic
Boards of Education, BCSTA

SW/jc



June 2, 2014

The Honourable Coralee Oakes

Minister of Community, Sport and Cultural Development
PO Box 9056 Stn Prov Govt
Victoria, BC V8W 9E2
CSCD.minister@gov.bc.ca

Dear Minister Oakes,

Re: Local Elections – Expense Limits

Representatives from the Ministry of Education and the Ministry of Community, Sport and Cultural Development recently contacted BCSTA to request input from BCSTA regarding:

1. Whether local election expense limits should be set by the provincial government or by Boards of Education/local governments; and,
2. The method that should be used to calculate expense limits for local elections

The government provided BCSTA with information about different approaches and options for expense limits to assist us in consulting with BCSTA members regarding expense limits.

We canvassed trustees for their opinions regarding expense limits for school trustee elections to inform BCSTA's response to your government's request. Of the trustees who responded to the request for feedback, there was a slight preference for having the province (rather than Boards of Education) set expense limits for trustee elections. In addition, trustees who provided feedback regarding local election expense limits expressed a slight preference for the use of population tiers (i.e. establishing a flat rate expense limit for candidates in different population tiers) rather than the use of a formula (consisting of a base amount plus per capita amount) to calculate expense limits. BCSTA's Board of Directors considered the input received from trustees regarding local election expense limits and recommends that the provincial government set expense limits by using population tiers rather than using a formula.

Calculating expense limits for trustee elections involves unique challenges as it is often difficult to obtain population data regarding trustee election areas. It would be an onerous task to require local election officials to obtain the necessary population data and calculate the expense limits. Accordingly, regardless of the method that is adopted for calculating expense limits for local elections, the provincial government should obtain the relevant population data, calculate the expense limit applicable to each trustee election area and distribute the expense limit information in advance of the trustee elections. It is important to provide certainty to candidates, election officials and others regarding the applicable expense limits.

We also encourage you to consider the impact of expense limits on SD93 (Conseil scolaire francophone) and consult with SD93 regarding this matter as SD93's elections differ from other

trustee elections. The *Francophone Education Authorities Regulation* under the *School Act* addresses the conduct of SD93's elections.

Thank you for providing BCSTA with an opportunity to provide feedback to you regarding expense limits.

I look forward to continuing to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Teresa Rezansoff', written over a circular stamp or seal.

Teresa Rezansoff

President

BC School Trustees Association

Cc: Hon. Peter Fassbender, *Minister of Education*
Rob Wood, *Deputy Minister of Education*
Alayna van Leeuwen, *Manager, Policy and Legislation*, Ministry of Community, Sport and Cultural Development
Sarah Loveday, *Senior Legislative Analyst*, Ministry of Education
BCSTA Member Boards of Education

Fraser Valley Branch

A branch of the BC School Trustees Association

June 17, 2014

Board of Directors
BC School Trustees Association
4th floor, 1580 W. Broadway
Vancouver, B.C.
V6J 5K9

Attention: Teresa Rezanoff, President

Dear Teresa;

Re: Board Chair List Serve

At a recent meeting of the Fraser Valley Branch, trustees spoke about the Board Chair List Serve and prepared a late resolution to submit for consideration at the AGM. In retrospect, and with good advice from the legislative committee, it appears that a letter to the Board would have been more appropriate.

The members of the Fraser Valley Branch are seeking the Board's guidance with respect to the list serve in terms of its function and use. If there are any written guidelines on its use, it would certainly be helpful to receive for clarification and review. If there are no guidelines, we suggest it may be useful to prepare some. Our Branch recognizes the need for, and the great value of, a vehicle by which Boards can communicate with each other to compare best practice and pose questions in a relatively expeditious manner. The concern arises where Board Chairs are privy to information that other trustees are not. Since Board Chairs are not elected to represent their Boards at the Provincial level unless they are also elected as their Board's representative to the BCSTA Provincial Council (or BCSTA Board of Directors) and, therefore, have no greater status than other trustees with respect to information sharing, it is felt that all trustees should have access to information which is shared on the list serve.

We are not suggesting that all trustees should be able to participate on the list serve (having 400 participants would be entirely unwieldy), only that Chairs should have the ability to share all information distributed on the list serve with their trustees entirely at their discretion. This of course calls into question the confidentiality of information shared on the list serve. With the potential of such wide distribution, Chairs would advisedly not share confidential information and probably shouldn't have been doing so in any case. For example, if a Chair is having trouble with a Superintendent or another trustee and wants to get advice from other Chairs on how to address the problem it is respectfully suggested the list serve is not the place to do so. Some quiet phone calls are likely more appropriate, following direction from their Boards to make such inquiries.

In summary, the Fraser Valley Branch trustees are requesting that the Board consider preparing a set of guidelines to clarify the purpose and use of the Board Chair List Serve (if such a document doesn't already exist), ensuring that the participants have the ability to share the material posted on the list serve with their respective trustees and understand that it is not appropriate to share confidential information using that vehicle.

Of course the Branch is open to further discussion should the Board have some thoughts they would like to share as to why this isn't advisable. I'm sure some of our members would be willing to participate in any further discussions of what should be included in the guidelines if that would be helpful.

We are certainly aware of many serious issues before the Board at this time and the relative priority of this request. We look forward to receiving a response at your convenience.

Thank you in advance for your attention.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Alison McVeigh', written in a cursive style.

Alison McVeigh
Chair,
BCSTA Fraser Valley Branch

cc. Fraser Valley Boards of Trustees



ITEM 2

To: Board of Education

From: Chairperson
Mike Murray

Re: **CONFIRMATION OF MINUTES**

Date: June 25, 2014
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the June 11, 2014 Public Board Meeting be approved as circulated.

Attachment

IN ATTENDANCE:

BOARD MEMBERS:

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

STAFF:

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

A. OPENING PROCEDURES

1. Call to Order

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

2. Correspondence

Moved: Trustee Rempel
Seconded: Trustee Palis

THAT the Board receive all correspondence for information.

CARRIED

3. Ordering of Agenda

Moved: Trustee Rempel
Seconded: Trustee Clarkson

Amendment:
Correspondence: SD No. 20 (Kootenay-Columbia) moved to Chair Report.

THAT the Agenda be ordered as amended.

CARRIED

B. CONFIRMATION OF MINUTES

1. May 28, 2014 Public Board Meeting Minutes

Moved: Trustee Rempel
Seconded: Trustee Nelson

THAT the Minutes of the May 28, 2014 Public Board Meeting be approved as circulated.

CARRIED

C. PRESENTATIONS/DELEGATIONS**1. District Literacy Hill****Moved:** Trustee Rempel**Seconded:** Trustee Nelson

Bruce Grady and Jesse Hill, Co-Chairs of the District Literacy Committee, presented the Community and District Literacy Plan. The impact of reduced funding, the need to focus more on literacy and the impact of the program on people in the community were presented.

Trustee Carr requested that the Board write a letter in support of the Community Literacy Committee.

MOTION:

Moved: Trustee Carr

Seconded: Trustee Rempel

THAT the Board direct the Board Chair and Secretary Treasurer to write a letter to the Minister of Education, the Premier, MLA's, requesting full support of the literacy program and invite partners to endorse this letter.

CARRIED

Trustee Marshall exited the meeting at 6:15 p.m.

The Acting Assistant Superintendent exited the meeting at 6:15 p.m.

D. CHAIR REPORT**1. SD No. 20 (Kootenay-Columbia)**

Trustee Carr requested that the Board write a letter similar to the letter by SD No. 20 (Kootenay-Columbia).

MOTION:**Moved:** Trustee Carr**Seconded:** Trustee Palis

THAT the Board direct the Board Chair and Secretary Treasurer to write a letter similar to the letter from School District No. 20 (Kootenay-Columbia).

CARRIED

The Board Chair stated that he would welcome support from CUPE, MRTA and DPAC in the signing of this letter.

E. DEFERRED ITEMS**F. TRUSTEE MOTIONS****G. CHIEF EXECUTIVE OFFICER'S REPORT****1. Decision Items****a) Superintendent of Schools**

- b) Deputy Superintendent
- c) Secretary Treasurer

i. 2014-2015 Board of Education Regular Public Board Meetings

Moved: Trustee Rempel

Seconded: Trustee Carr

THAT the Board adopt the following regular Public Board meeting schedule for 2014/15:

September 10, 24	February 11, 25
October 8, 29	March 25
November 12	April 8, 29
December 3	May 13, 27
January 14, 28	June 10, 24

CARRIED

2. Information Items

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

i. Student Transportation Registration and Fees Administration

Moved: Trustee Rempel

Seconded: Trustee Clarkson

The Secretary Treasurer explained that staff will use Procedure 5400.2 Transportation Registration and Fees, Student Application Form and Student Waiver Form to process requests for bussing including the collection of fees.

THAT the Board: receive for information Procedure 5400.2 Transportation Registration and Fees.

CARRIED

H. COMMITTEE BUSINESS

1. Committees of the Whole

- a) Finance
- b) Budget

2. Committee & Advisory Committee Reports

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

I. QUESTION PERIOD

Susanne Bonny requested clarification on the status of the Superintendent search, prospective timeline and if there will be any additional costs. It was confirmed that the process will continue until the appropriate candidate is found at no additional cost.

J. TRUSTEE REPORTS

District Parent Advisory Committee

It was reported that Kellie Marquet had been selected as Chair again.

Arts in Residence Committee

Trustee Clarkson reported that the candidate had been selected for the store front residence in Osprey Village and that the search was continuing for a resident for the house on Fern Crescent.

Ridge Meadows Education Foundation

Trustee Rempel reported that the recent hot dog sale raised almost \$700 dollars.

Tzu Chi Foundation

Trustee Rempel reported that \$7,500 dollars had been allocated.

Good News Items

Trustees reported on the graduation ceremonies, the retirement tea, the track meet at Maple Ridge Secondary School for special needs students and the Pitt Meadows 100 Year Anniversary Celebrations. For additional information on the Pitt Meadows 100 Year Anniversary Celebrations please refer to the following links:

<https://www.youtube.com/watch?v=FUARpgiPk1A>

<https://www.youtube.com/watch?v=sszlm-8Qh80>

The Board Chair gave a brief overview of the subjects discussed during the recent meeting with MLA's Marc Dalton and Doug Bing.

K. OTHER BUSINESS

L. ADJOURNMENT

Moved: Trustee Rempel

Seconded: Trustee Clarkson

THAT the meeting of the Board be adjourned at 6:39 p.m.

CARRIED

Mike Murray, Chairperson

Flavia Coughlan, Secretary Treasurer



ITEM 3

To: Board of Education

From: Acting Superintendent
Laurie Meston

Re: **ACHIEVEMENT CONTRACT 2014**

Date: June 25, 2014
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The Achievement Contract 2014 was presented to the Board of Education in its entirety at the Board Work Day on June 25, 2014.

The Achievement Contract will be available on the website following approval.

RECOMMENDATION:

THAT the Board approve the Achievement Contract 2014 and authorize the Acting Superintendent to submit the Achievement Contract 2014 to the Ministry of Education by July 15, 2014.



ITEM 4

To: Board of Education

From: Secretary Treasurer
Flavia Coughlan

Re: **TRUSTEE ELECTIONS**
BYLAW NO. 1-2013/14

Date: June 25, 2014
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The attached elections bylaw has been revised to reflect changes required after the adoption of Bill 21 the Local Elections Statutes Amendment Act, 2014 which amended various statutes related to local elections including the School Act and the Local Government Act.

The bylaw reaffirms that the Board of Education wishes to maintain the long-standing arrangement whereby the municipalities contained in School District No. 42 (Maple Ridge – Pitt Meadows) conduct elections for school trustees on behalf of the Board of Education.

Through the elections bylaw various procedures and requirements under the authority of the School Act for trustee elections are established.

RECOMMENDATION:

THAT the School District No. 42 (Maple Ridge – Pitt Meadows) Trustee Elections Bylaw No. 1-2013/14 be given three (3) readings at this meeting. (vote must be unanimous)

THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Trustee Elections Bylaw No. 1-2013/14 be:

Read a first time on the 25th day of June, 2014;

Read a second time on the 25th day of June, 2014;

Read a third time, passed and adopted on the 25th day of June, 2014.

Attachment

Attachment



TRUSTEE ELECTIONS BYLAW NO. 1-2013/14
BOARD OF EDUCATION OF SCHOOL DISTRICT No. 42
(MAPLE RIDGE – PITT MEADOWS)

A bylaw to provide for the determination of various procedures for the conduct of general school elections and other trustee elections.

Preamble:

Under the *School Act*, the board of education may, by bylaw, determine various procedures and requirements to be applied in the conduct of trustee elections.

In School District No. 42 (Maple Ridge – Pitt Meadows), trustee elections are held in the following trustee electoral areas:

TEA No.	Trustee electoral area description:	Authority	Number of trustees
1	<i>Municipality of Maple Ridge</i>	Municipal Council of the District of Maple Ridge	<i>Five</i>
2	<i>Municipality of Pitt Meadows</i>	City Council of the City of Pitt Meadows	<i>Two</i>

The board of education wishes to establish various procedures and requirements under the authority of the *School Act* for trustee elections.

The board of education, in an open meeting of the board, enacts as follows:

1. Definitions

The terms used shall have the meanings assigned by the *School Act*, the *Local Government Act*, and the *Local Elections Campaign Financing Act* except as the context indicates otherwise.

“Board” or “school board” means the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows).

“By-election” means a trustee election to fill a vacancy on the school board in any of the circumstances described in section 36 of the *School Act*.

“Election” means a trustee election.

“General Voting Day” means the date on which general voting for a trustee election is to take place, whether part of the general school elections or a by-election.

“Minister” means the Minister of Education

2. Application

This bylaw applies to both general school elections and by-elections, except as otherwise indicated.

3. Required Advance Voting Opportunities

3.1 Unless the Board is exempted from the requirement by Order of the Minister of Education, an advance voting opportunity will be held on the tenth day before general voting day.

3.2 Unless the Board is exempted from the requirement for a second advance voting opportunity by Order of the Minister of Education a second advance voting opportunity will be held on:

- i. in *Trustee Electoral Area 1, a municipal TEA*, the date specified in the bylaws of the *Municipality of the District of Maple Ridge*
- ii. in *Trustee Electoral Area 1, a municipal TEA*, the date specified in the bylaws of the *Municipality of City of Pitt Meadows*

4. Order of Names on the Ballot

The order of names of candidates on the ballot will be alphabetical.

5. Resolution of Tie Vote after Judicial Recount

In the event of a tie vote after a judicial recount, the tie vote will be resolved by lot in accordance with the *Local Government Act*.

6. Number of Nominators

For certainty, the minimum numbers of qualified nominators for a trustee candidate in *Trustee Electoral Area 1* is two. The minimum number of qualified nominators for a trustee candidate in *Trustee Electoral Area 2* is two.

7. Access to Candidate Nomination Documents

The Board authorizes the chief election officer to make nomination documents of trustee candidates available for public inspection, during regular office hours, via the internet or other electronic means until 30 days after declaration of the election results.

8. Application of Local Government Bylaws

- (a) In *Trustee Electoral Area No.1* the election bylaws of the Municipality of District of Maple Ridge apply to trustee elections conducted by the Municipality of District of Maple Ridge, except for bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.
- (b) In *Trustee Electoral Area No.2* the election bylaws of the Municipality of City of Pitt Meadows apply to trustee elections conducted by the Municipality of City of Pitt Meadows, except for bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

9. Additional Advance Voting Opportunities

The chief election officer is authorized to establish additional advance voting opportunities for each election and to designate the voting places, establish the date and the voting hours for these voting opportunities.

10. Additional General Voting Opportunities

The chief election officer is authorized to establish additional general voting opportunities for general voting day for each election and to designate the voting places and voting hours, within the limits set out in the *Local Government Act*, for such voting opportunities.

11. Number of Scrutineers at Voting Places

The number of scrutineers for each candidate that may attend at an election is a maximum of one scrutineer for each ballot box in use.

12. Title

This bylaw may be cited as “The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Trustee Elections Bylaw No. 1-2013/14.”

13. Repeal

School District No. 42 (Maple Ridge – Pitt Meadows) Trustee Elections Bylaw No. 1-2011 and Trustee Elections Bylaw No. 1-2008/09 are hereby repealed.

READ A FIRST TIME THIS 25TH DAY OF JUNE 2014

READ A SECOND TIME THIS 25TH DAY OF JUNE 2014

READ A THIRD TIME AND ADOPTED THIS 25TH DAY OF JUNE 2014.

Chairperson of the Board

(Corporate seal)

Secretary-Treasurer



ITEM 5

To: Board of Education

From: Board Policy
Development Committee

Re: **POLICY 2400:**
SCHOOL BOARD MEETING PROCEEDINGS

Date: June 25, 2014
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The Board Policy Development Committee (the “Committee”) has followed the appropriate consultation requirements as outlined within Policy 2500 and has at tonight’s meeting brought forward for approval Policy: 2400 School Board Meeting Proceedings. (Attachment A)

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board approve Policy 2400: School Board Meeting Proceedings.

Attachment



SD 42 POLICY: 2400

SCHOOL BOARD MEETING PROCEEDINGS

No act or proceeding shall be valid or binding on the Board of Education (“Board”) unless such act or proceeding shall have been adopted at a meeting called and held as provided by the *School Act* or by Board policy.

1. AGENDA PREPARATION

The Board delegates responsibility for establishing the order of business (“Agenda”) for meetings of the Board to the Agenda Preparation Committee. The Agenda Preparation Committee shall be comprised of the Board Chairperson and Vice-Chairperson, the Secretary Treasurer, and the Superintendent. The Secretary Treasurer, under the direction of the Superintendent shall prepare and submit to the Board the Agenda for each regular, closed and special meeting.

2. PROCEEDINGS

In all cases where the School Act and this Policy are silent, the current edition of Robert’s Rules of Order Newly Revised shall apply to procedures at meetings of the Board and its committees.

3. AGENDAS - REGULAR AND CLOSED MEETINGS

Except as otherwise indicated, the Agenda of each public and closed meeting, unless varied by motion, shall be presented as follows:

Opening Procedures

1. Call to Order
2. Correspondence
3. Approval of Agenda
4. Invitation for Public Input —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.

Approval of Minutes

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.

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.

Deferred Items — Decision items only

Decision Items

Chairperson

Superintendent

Secretary Treasurer

Board Committees Budget, Finance, Board Policy Development, etc.

Information Items

Chairperson

Superintendent

Secretary Treasurer

Committee Business Budget, Finance, Board Policy Development, Advisory Committee Reports, etc.

Trustee Motions and Notices of Motion – trustee motions introduced during a meeting shall require two-thirds vote to be considered at that meeting.

Trustee Reports

1. External Representative Reports
2. Board Liaison Representative Reports
3. Other Trustee Reports

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.

Other Business

Public Disclosure of Closed Meeting Business

Adjournment

4. OTHER AGENDA NOTES

Reports, unfinished business, new business and enquiries shall be listed on the Agenda under the appropriate officer/committee heading.

Written reports or brief verbal highlights will be provided.

5. SPECIAL MEETINGS

Except as otherwise indicated, the Agenda for each Special Public and each Special Closed meeting, unless varied by motion, shall be as follows:

- a) Call to Order
- b) Motion of Exclusion (Closed only)
- c) Business Item(s)
- d) Adjournment

6. NOTICE OF MEETINGS

Forty-eight hours' notice in writing shall be required either to reschedule a regular meeting or to call a special meeting of the Board. Notice must be given to each Trustee in electronic form followed by verbal confirmation of receipt by phone, via Board Chairperson or Executive Assistant, by delivery of same at the place designated for notice.

Notice of any rescheduled meetings or of any Special Meeting of the Board may be waived provided reasonable steps have been taken to notify all Trustees. No less than the number of Trustees required to form a quorum must agree to the waiving of the notice.

7. DISTRIBUTION OF AGENDAS

The proposed regular Agenda must be electronically delivered by the Friday proceeding the next Board meeting and no less than 48 hours in advance of Board meetings to each Trustee, Superintendent, and Secretary Treasurer.

Public Agendas will be provided to the general public no later than 48 hours in advance of each Public meeting as posted to the School District website.

A change or addition to the Agenda including Trustee motions for which no notice has been given may be introduced by a Trustee and shall require a two-thirds vote to be considered.

8. MINUTES OF MEETINGS

Minutes shall be kept by the Secretary Treasurer of the Board of all proceedings passed at each Board meeting. Such minutes are to record decisions of the Board but not the contents of speeches. Movers and seconders of motions shall not be recorded in minutes.

Verbal reports made by Trustees, shall not be recorded in the minutes of Board meetings unless the Board takes action as a result of such reports.

A copy of the Public Board meeting minutes shall be made available on the School District website. All board meeting minutes shall be made available to the Board appointed auditors for review.

9. ELECTRONIC MEETINGS

The Board recognizes there may be circumstances where it is practical or necessary to hold a meeting through electronic means, except for Inaugural Meetings. Accordingly, at the call of the Chairperson, Board meetings may be held using electronic arrangements providing that such arrangements be in accordance with the following:

- (a) It is practical to hold a meeting of the Board and its Officers using electronic means to deal with matters that require immediate attention, have significant time constraints, are straight forward or procedural in nature, emergencies that are more efficiently handled using electronic means.
- (b) A trustee is only able to attend a regular Board meeting through electronic means.

- (c) Electronic meeting arrangements include video conferencing, telephone or other such technology, and will only be made where it is practical to do so. All Trustees and Officers of the Board attending or participating in the meeting are able to communicate with each other.
- (d) For purposes of determining a quorum, at the start of an electronic meeting or during an electronic meeting, the Chair shall count as present any trustees who are connected to the meeting by electronic means.
- (e) In the absence of pre-circulated material, the Board Chair and Officers of the Board as required, shall brief the meeting regarding the matter, or matters before it and shall read the resolution requiring Board consideration and voting.
- (f) Voting shall occur by each Trustee identifying him/herself and indicating their vote either for or against the resolution.
- (g) Minutes of the Board shall indicate that the meeting was held pursuant to this provision, indicate which Trustees and Officers were connected electronically and in which manner the electronic meeting was held.

10. REGULAR BOARD MEETINGS – DAY, TIME AND LENGTH

The Board shall hold regular meetings on the second and last Wednesday of each month except that:

- No regular meeting shall be held on Statutory Holidays or during the Winter/Spring school breaks.
- No regular meeting shall be held during the month of July.
- No regular meeting shall be held during the first three weeks of August.
- An August meeting may be held on the last Wednesday of the month.

Regular closed meetings will typically commence no earlier than 1:00pm and no later than 3:30pm unless determined to be required by the Agenda Preparation Committee. Regular closed meetings held on the second and last Wednesday of each month shall conclude no later than 4:30 p.m., unless there is majority vote of the members to extend the meeting no longer than 15 minutes. A second extension requires unanimous approval.

Regular Public meetings will commence at 6:00 p.m. unless the Board decides to vary the start time.

All regular public Board meetings shall stand adjourned at three hours after their commencement at 9:00 p.m. However adjournment may be extended by 15 minutes by majority vote. With a unanimous vote of all Board members present, the normal adjournment time may be extended by a maximum of one hour or until 10:00 p.m., whichever comes first.

11. ADDITIONAL MEETINGS

The Board may hold additional meetings on such days and at such hours as the Board may decide by majority vote.

A special meeting, either public or closed, may be called by the Chairperson, or upon special written request of the majority of the Trustees, may be called by the Secretary Treasurer. No business other than that for which the meeting was called upon shall be conducted at that special meeting.

12. STAFF ATTENDANCE AT MEETINGS

The Superintendent and Secretary Treasurer shall have the right to be present at all Board meetings where decisions are made. With a two-thirds vote, the Board may request that any one of the Board's officers not be present at a Board meeting. However, at least the Superintendent or Secretary Treasurer must be present at all Board meetings where decisions are made.

13. BOARD QUORUM

A quorum of the Board shall be a majority of the Trustees holding office at the time of the meeting.

Thirty minutes after the time appointed for the meeting of the Board, should a quorum not be present, the meeting shall stand adjourned to a date to be fixed by the Chairperson or, in default of the Chairperson fixing a meeting date, until the next regular meeting.

After a meeting has commenced, if there ceases to be a quorum, the presiding officer shall adjourn the meeting to a time certain or the next regular meeting date, at the Chairperson's discretion.

The Secretary Treasurer shall record the names of the members present at the expiration of the 30 minute period, or at the point where it is found there has ceased to be a quorum.

14. PUBLIC AND CLOSED SESSIONS

Except as provided in this policy, all meetings of the Board shall be open to the public.

If in the Board's opinion the public interest so requires, the Board may order a meeting or part thereof to be closed and may exclude persons other than Trustees and officers as provided for in this policy.

Unless otherwise determined by a two-thirds majority vote, the following matters shall be considered by the Board in closed session:

- a) Labour matters dealing with personnel or collective bargaining matters.
- b) Law matters dealing with any litigious items involving the Board, staff or the community.
- c) Land dealings of purchase, swap or disposals.
- d) Such other matters where the Board decides that the public interest so requires, including matters of a confidential, sensitive or preliminary nature.

No Trustee or Board employee shall disclose to the public, the proceedings of a closed meeting or any materials or information pertaining thereto, unless a Resolution has been passed at a closed meeting to allow disclosure.

15. CONFLICTS OF INTEREST

Conflicts of interest must be handled in the manner prescribed in the *School Act*.

16. INAUGURAL AND ANNUAL ORGANIZATIONAL MEETING OF THE BOARD

The inaugural and organizational meeting of the Board shall be held in the Boardroom on the second Wednesday of December concurrent with the regular open meeting of the Board commencing at 6:00 p.m.

In the year of a general election of Trustees, the Inaugural and Organizational meeting shall be held on the first Wednesday in December commencing at 4:00 p.m. and shall be held exclusively for that purpose.

Items of Business

The business of the inaugural (I) and annual (A) meeting shall be comprised of:

- a) The installation of any newly elected Trustees. (I)
- b) At the direction of the Chairperson Pro Tem, the Secretary Treasurer, who shall be Chairperson, will report upon the returns of the election of school Trustees, as certified by the returning officers of the two municipalities. (I)
- c) The Secretary Treasurer then shall administer to each Trustee, or have administered by another person duly qualified for this task, the Declaration and Oath of Allegiance required by the *School Act*. (I)
- d) The annual report of the immediate past Board Chairperson under policy 2918. (I)(A)
- e) The election of Board Chairperson and Vice-Chairperson as per Board policy 2915. (I)(A)
- f) Such items of ordinary business as the Board otherwise may approve as being in order for the annual meeting. (I)(A)



ITEM 6

RECORD

2013-2014

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:

May 28, 2014

Call to Order
Motion of Exclusion
Ordering of Agenda
Confirmation of Minutes – April 30, 2014
Superintendent Decision Items
Superintendent Information Item
Secretary Treasurer Information Item
Superintendent Information Item
Committee Business
Adjournment

Meeting called to order at 2:07 p.m.
Approved
Approved as amended
Approved as circulated
Approved
Received for information
Received for information
Received for information
Received for information
Adjourned at 4:33 p.m.