

Wednesday, May 17, 2017
Time: 6:00 p.m.

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

"Attitude is a little thing that makes a big difference." Winston Churchill

A G E N D A

A. OPENING PROCEDURES

ITEM 1

1. Call to Order
2. Correspondence
 - M. Baxter, Chairperson, School District No. 23 (Central Okanagan)
 - D. Byng, Deputy Minister of Education
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. April 26, 2017 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. 2017 Energy Challenge 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.*

1. Maple Ridge Teachers' Association Social Justice Committee ITEM 4

E. DEFERRED ITEMS

F. DECISION ITEMS

1. Chairperson
2. Superintendent of Schools
 - a) School Fees Schedule and Specialty Academy Fees Schedule 2017/18 ITEM 5
3. Secretary Treasurer
 - a) 2017/18 Board of Education Regular Public Board Meetings ITEM 6
 - b) Alouette River Campus Disposal of Real Property ITEM 7
Bylaw No. 2016/17 - 001
4. Board Committees
 - a) Budget
 - b) Finance
 - i. Third Quarter Financial Statements ITEM 8
 - c) Board Policy Development

d) Education

i. Board Authorized Approved Courses

ITEM 9

e) Aboriginal Education

G. INFORMATION ITEMS

1. Chairperson

2. Superintendent of Schools

a) Westview Secondary School and Inclusion

ITEM 10

b) Carbon Neutral Report 2016

ITEM 11

c) Superintendent's Update

ITEM 12

3. Secretary Treasurer

a) Energy Management Plan Update

ITEM 13

4. Board Committees & Advisory Committee Reports

a) Finance

b) Budget

c) Board Policy Development

d) Education

e) Aboriginal Education

f) Inclusive Education

g) French Immersion Advisory

h) District Student Advisory

i) Round Table with Partners

j) Facilities Planning

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

I. TRUSTEE REPORTS

1. BC School Trustees Association

a) BCSTA AGM 2017 Report of Proceedings

ITEM 14

2. District Parent Advisory Council

3. Municipal Advisory & Accessibility

4. Maple Ridge-Pitt Meadows Arts Council

5. Ridge Meadows Education Foundation

6. Social Planning Advisory:

<http://www.mapleridge.ca/AgendaCenter/Social-Planning-Advisory-Committee-10>

7. Tzu Chi Foundation

8. City of Maple Ridge Active Transportation

9. Other Board Liaison Representative Reports

10. Good News Items

J. QUESTION PERIOD - Questions, with the exception of Trustee questions, will be limited to one question per person with one follow-up clarification question, if necessary. Question period will be restricted to questions only – statements and debate will not be permitted. This agenda item has a time limit of 10 minutes; extension is at the discretion of the Board.

K. OTHER BUSINESS

1. Public Disclosure of Closed Meeting Business

ITEM 15

L. ADJOURNMENT

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **OPENING PROCEDURES**

Date: May 17, 2017
(Public Board Meeting)

Information/Decision

1. *CALL TO ORDER*
2. *CORRESPONDENCE (Information Item)*
 - M. Baxter, Chairperson, School District No. 23 (Central Okanagan)
 - D. Byng, Deputy Minister of Education

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.*



"Together We Learn"

BOARD OF EDUCATION

ATTACHMENT
SCHOOL DISTRICT No. 23
(CENTRAL OKANAGAN)

1940 Underhill Street, Kelowna, B.C. V1X 5X7
Tel. (250) 860-8888 Fax (250) 860-9799
Website: www.sd23.bc.ca

April 13, 2017

Mr. Dave Byng
Deputy Minister
Ministry of Education
PO Box 9179, Stn. Prov. Govt.
Victoria, BC V8W 9H8

Dear Deputy Minister Byng:

RE: Approval of Memorandum of Agreement on March 10, 2017

The Central Okanagan Board of Education remains concerned with the Labour Relations process that is occurring in education. On March 10, 2017, the BC Public School Employers' Association (BCPSEA) Trustee representatives were brought to a meeting in Richmond to be informed that the BCPSEA Board approved the Memorandum of Agreement arising from the Supreme Court of Canada Decision. Boards of Education did not have the opportunity to ratify this agreement nor were the Trustee representatives even polled for an indication of support. Yet other parties to the agreement went through a ratification process before accepting the agreement. As well, it is our understanding that the BCPSEA Administrator was not present at the meeting in Richmond to discuss the agreement with the Trustees.

The status of the BCPSEA's Board needs to change before the sector begins active bargaining for the next Teachers' Collective Agreement. The Board is requesting that immediately after the Provincial Election, the current BCPSEA Board Administrator be removed and the previous Board structure be reinstated so that member Boards can again elect Trustee representatives to sit on the BCPSEA Board and be an active participant in the bargaining process.

.../2

Board of Education - Trustees

Moyra Baxter
Christopher L. Gorman

Deb Butler
Lee Mossman

Rolli Cacchioni
Lee-Ann Tiede

Julia Fraser

Thank you for your consideration of this request.

Yours sincerely,

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

Moyra Baxter
Board Chair

copy: Central Okanagan Board of Education Trustees
Mr. Michael Marchbank, Public Administrator, BCPSEA
All Boards of Education c/o BCSTA



May 9, 2017

Ref: 193764

Mike Murray, Chair
Board of Education
School District No. 42 (Maple Ridge–Pitt Meadows)
Email: mike_murray@sd42.ca

Dear Mr. Murray:

Thank you for your letter of March 31, 2017, regarding your recommendation for a new reporting model for the Foundation Skills Assessment (FSA). As Deputy Minister of Education, I am pleased to respond.

We agree participation in the assessment is paramount; however, boards must ensure provincial assessments are administered and completed in accordance with the protocols and instructions sent to the board by the minister with each assessment (*Student Learning Assessment Order*).

We also concur, the value of FSA as an important indicator of performance, which provides (1) useful information at all levels of the education system and (2) confidence to citizens of BC about our education system.

In 2014, an Advisory Group on Provincial Assessment (AGPA), made up of key education stakeholders, met to discuss the future of provincial assessment in BC and provide advice to the Minister. AGPA made multiple recommendations regarding FSA, and the Ministry of Education has implemented most of these recommendations, including maintaining the FSA at Grades 4 and 7, assessing the areas of reading, writing and numeracy, moving the timing of the assessment to earlier in the school year, and modernizing the format. The newly designed FSA will have its first administration in the fall of 2017.

To better support system-wide and local improvement efforts, the Ministry is also interested in broadening the types of information it reports at the provincial, school district, and school levels, and making this information easier for parents and the general public to understand and use. To this end, the Ministry recently launched a new web platform that provides a richer perspective on students' learning and their intellectual, human and social, and career development found at (<http://www.bced.gov.bc.ca/reporting/systemperformance/>). By reporting provincially collected information more effectively and in a more balanced manner, the Ministry is taking important steps to diminish the value and use of rankings based on single indicators, such as the FSA.

.../2

We value your suggestions, and look forward to continuing to work with your District and all education partners to improve our reporting methods to enhance student learning. Should you have any further questions or concerns, please contact Nancy Walt, Executive Director of Curriculum Assessment, by phone at (250) 217-4978 or by email at Nancy.Walt@gov.bc.ca.

Again, thank you for writing and sharing your views.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Dave Byng', with a stylized flourish at the end.

Dave Byng
Deputy Minister



ITEM 2

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **APPROVAL OF MINUTES**

Date: May 17, 2017
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the April 26, 2017 Public Board Meeting be approved as circulated.

Attachment



**PUBLIC MINUTES OF THE
BOARD OF EDUCATION MEETING**
Wednesday, April 26, 2017 (6:00 PM)
Board Room, District Education Office

IN ATTENDANCE:

BOARD MEMBERS:

Chairperson – Mike Murray
Vice Chairperson – Susan Carr
Trustee – Ken Clarkson
Trustee – Korleen Carreras
Trustee – Eleanor Palis
Trustee – Dave Rempel

STAFF:

Superintendent – Sylvia Russell
Deputy Superintendent – Laurie Meston
Secretary Treasurer – Flavia Coughlan
Manager of Communications & Community Relations – Irena Pochop
Executive Assistant – Karen Yoxall

ABSENT:

Trustee – Lisa Beare

A. OPENING PROCEDURES

1. Call to Order

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

2. Correspondence

Moved/Seconded

- M. Murray, Chairperson, School District No. 42 (Maple Ridge-Pitt Meadows)

The Chairperson requested that the correspondence be moved to Information Items, Chairperson.

THAT the Board receive the correspondence for information.

CARRIED

3. Approval of Agenda

Moved/Seconded

Addition/Amendment:

Addition: Correspondence from Mike Murray, School District No. 42 (Maple Ridge-Pitt Meadows)

Amendment: Move correspondence from Mike Murray, School District No. 42 (Maple Ridge-Pitt Meadows) to Information Items, Chairperson.

THAT the Agenda be approved as amended.

CARRIED

4. Invitation for Public Input to matters on the Agenda

B. APPROVAL OF MINUTES

1. April 12, 2017

Moved/Seconded

THAT the Minutes of the April 12, 2017 Public Board meeting be approved as circulated.

CARRIED

C. PRESENTATIONS

1. Preliminary Budget 2017/18

Moved/Seconded

The Secretary Treasurer presented the Preliminary Budget 2017/18. The Secretary Treasurer reported that the budget was based upon the Proposed Preliminary Budget 2017/18 and incorporates feedback received at the April 18, 2017 Budget Committee of the Whole meeting and feedback received from partner groups, managers, principals, vice-principals and the board.

THAT the Board approve:

- 1) the appropriation of \$81,170 from 2016/17 operating budget savings to fund one-time 2017/18 Preliminary Operating Budget changes; and further;
- 2) the preliminary budget balancing proposals for 2017/18 as outlined in the Preliminary Budget 2017/18 for implementation and incorporation in the Board's Budget Bylaw for 2017/18.

CARRIED

D. DELEGATIONS

1. Webster's Corners Learning Centre Childcare Facility

Moved/Seconded

A parent delegation speaking on behalf of the Webster's Learning Centre daycare facility requested that the Board consider extending the facility's rental contract at Webster's Corners Elementary for one year.

The Chairperson thanked the delegates and stressed that the school district is under tremendous pressure to find space due to increasing enrolment at the elementary level and the implementation of restored class size and composition collective agreement language.

THAT the Board receive the presentation on the Webster's Corners Learning Centre Childcare Facility by Rachel Stevens, Kelly Ferguson and Diana Crinu, for information.

CARRIED

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

1. Chairperson
2. Superintendent of Schools

3. Secretary Treasurer

- a) 2017/18 Annual Facility Grant Expenditure Plan

Moved/Seconded

The Secretary Treasurer reported that the capital portion of the 2017/18 Annual Facility Grant will be paid to school districts in one instalment in July and that a standard capital bylaw is no longer required.

THAT the Board approve the 2017/18 Annual Facility Grant Expenditure Plan and authorize the Secretary Treasurer to submit the 2017/18 AFG Expenditure Plan to the Ministry of Education.

CARRIED

4. Board Committees

- a) Budget
- b) Finance
- c) Board Policy Development
- d) Education Committee
- e) Aboriginal Education

G. INFORMATION ITEMS

1. Chairperson

- (a) Correspondence from M. Murray, Chairperson, School District No. 42.

The Chairperson reported that a letter similar to School District No. 5 (Southeast Kootenay) requesting additional provincial funding for child and youth mental health services had been submitted to the Federal Minister of Health.

2. Superintendent of Schools

- a) Superintendent's Update

Moved/Seconded

The Superintendent reported on school events and activities.

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

CARRIED

3. Secretary Treasurer

4. Board Committees & Advisory & Advisory Committee Reports

- a) Finance
- b) Budget
- c) Board Policy Development
- d) Education
- e) Aboriginal Education
- f) Inclusive Education
- g) French Immersion Advisory
- h) District Student Advisory
- i) Round Table with Partner Groups
- j) Facilities Planning

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

I. TRUSTEE REPORTS

BC School Trustees Association Annual General Meeting

Trustees reported on motions and events at the Annual General Meeting which took place in Richmond from April 20 – 23, 2017.

Good News Items

Trustee Carreras reminded trustees that April 28 is the national Day of Mourning and the Chairperson reported on the district choir performance.

L. QUESTION PERIOD

M. OTHER BUSINESS

N. ADJOURNMENT

Moved/Seconded

THAT the Board adjourn the meeting.

CARRIED

The Public Board meeting adjourned at 7:03 p.m.

Mike Murray, Chairperson

Flavia Coughlan, Secretary Treasurer



ITEM 3

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **2017 ENERGY CHALLENGE**

Date: May 17, 2017
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the 2017 Energy Challenge presentation for information.



ITEM 4

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **MAPLE RIDGE TEACHERS' ASSOCIATION**
SOCIAL JUSTICE COMMITTEE

Date: May 17, 2017
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the presentation by the Maple Ridge Teachers' Association Social Justice Committee, for information.

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **SCHOOL FEES SCHEDULE AND SPECIALTY
ACADEMY FEES SCHEDULE 2017/18**

Date: May 17, 2017
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

SCHOOL ACT: SECTION 82 - FEES AND DEPOSITS

The school act states that:

- (1) A board must provide free of charge to every student of school age resident in British Columbia and enrolled in an educational program in a school operated by the board,
 - (a) instruction in an educational program sufficient to meet the general requirements for graduation,
 - (b) instruction in an educational program after the student has met the general requirements for graduation, and
 - (c) educational resource materials necessary to participate in the educational program.
- (2) For the purposes of subsection (1), a student is resident in British Columbia if the student and the student's guardian are ordinarily resident in British Columbia.
 - (2.1) Subject to subsection (2.2), if a board permits a student who is older than school age and is ordinarily resident in British Columbia to enroll in an educational program leading to graduation, the board must provide free of charge to that student
 - (a) instruction in an educational program sufficient to meet the general requirements for graduation, and
 - (b) educational resource materials necessary to participate in the educational program.
 - (2.2) Subsection (2.1) does not apply to a student who has
 - (a) already met the general requirements for graduation, or
 - (b) completed the requirements for graduation from a secondary school or high school in another jurisdiction.
- (3) Subject to subsections (1) and (2.1), section 82.4 and the orders of the minister, a board may charge fees for goods and services provided by the board.
- (4) A board may require a deposit for educational resource materials provided to students and to children registered under section 13.
- (5) If a board requires a deposit under subsection (4), it must refund all or part of the deposit to the student or child on return of the educational resource materials.

- (6) A board must publish a schedule of the fees to be charged and deposits required and must make the schedule available to students and to children registered under section 13 and to the parents of those students and children before the beginning of the school year.
- (7) Except as provided in an agreement under section 75 (4.1), a board is not responsible to pay for any educational activity undertaken by a student that is not provided by the board.

Secondary School Fee Schedule 2017/18:

The proposed Secondary School Fees Schedule 2017/18 is shown below:

1.	Student fee	\$28
2.	Yearbook	\$55
3.	Lock	\$6

School Supplies – Elementary Students

Elementary schools use a variety of methods for acquiring school supplies. The cost of elementary school supplies must not exceed \$55 per student per school year including the cost a planner, if required.

Elementary school principals will post the school supply lists on the school website prior to June 30th of each year.

SCHOOL ACT: SECTION 82.1 - SPECIALTY ACADEMIES

The school act states that:

- (1) In this section, "**specialty academy**" means an educational program that emphasizes a particular sport, activity or subject area and meets the prescribed criteria set out in the regulations.
- (2) A board may offer a specialty academy if
 - (a) the board has consulted with the parents' advisory council for the school where the board proposes to offer the specialty academy, and
 - (b) the board is of the opinion that there is sufficient demand for the specialty academy.
- (3) A board that offers a specialty academy must
 - (a) make available sufficient instruction for students enrolled in the specialty academy to meet the general requirements for graduation, and
 - (b) continue to offer a standard educational program in the school district.
- (4) Despite section 82, but subject to section 82.4, a board may charge a student enrolled in a specialty academy fees relating to the direct costs incurred by the board in providing the specialty academy that are in addition to the costs of providing a standard educational program.
- (5) On or before July 1 of each school year, a board that offers a specialty academy must
 - (a) establish a schedule of fees to be charged under subsection (4), and
 - (b) make the schedule of fees available to the public.

(6) Before establishing a schedule of fees under subsection (5), a board must

- (a) consult with the parents' advisory council for the school where the specialty academy is offered, and
- (b) obtain the approval of that parents' advisory council for the schedule of fees.

The specialty academies in School District No. 42 which charge fees are:

Academy:	Equestrian
School:	Thomas Haney
Administrator:	Secondary
Enrolment:	Grant Frend
Expenses:	24
Dues and Fees	405
Learning Resources	1,134
Supplies	3,481
Transportation	<u>2,310</u>
Net program cost	7,330
Fee to break even	305
Anticipated 2017/18 fee requiring approval:	300

Academy:	Dance
School:	Thomas Haney
Administrator:	Secondary
Enrolment:	Grant Frend
Expenses:	24
Instructor	6,480
Net program cost	6,480
Fee to break even	270
Approved 2017/18 fee:	270

Academy:	Hockey
School:	Pitt Meadows
Administrator:	Secondary
Enrolment:	Mike Keenan
Expenses:	30
Advertising	1,500
Clothing	3,800
Ice Rental	9,750
Insurance	1,000
Speakers & Training Services	3,500
Special Events	3,000
Staff and Coaching	18,000
Teaching Time	<u>14,157</u>
Net program cost	54,707

Fee to break even
Anticipated 2017/18 fee requiring approval:

1,824
Public Agenda Page 15
1,820

Academy:	Interdisciplinary Arts
School:	Garibaldi Secondary
Administrator:	Darren Rowell
Enrolment:	30
Expenses:	
Choreography	775
Sound Engineer	1,000
Technology - Set Design	<u>500</u>
Net program cost	2,275
Fee to break even	76
Anticipated 2017/18 fee requiring approval:	75

Academy:	International Baccalaureate Diploma Program
School:	Garibaldi Secondary
Administrator:	Darren Rowell
Enrolment:	40
Revenue:	
Board Budgeted Contribution	51,370
Expenses:	
Dues and Fees	35,750
Supplies	1,275
Teaching Time	24,751
TTOC Time	<u>1,114</u>
	62,890
Net program cost	11,520
Fee to break even	288
Anticipated 2017/18 fee requiring approval:	400

Academy:	Digital Arts
School:	Maple Ridge Secondary
Administrator:	Trevor Connor
Enrolment:	15
Expenses:	
Supplies	<u>1,125</u>
Net program cost	1,125
Fee to break even	75
Anticipated 2017/18 fee requiring approval:	75

Academy:
School:

Hair Design
Samuel Robertson
Technical
Secondary
Steve Wiebe

Administrator:

Enrolment:

16

Revenue:

Ministry of Education FTE Allocation

114,656

Ace-It Funding

35,200

149,856

Expenses:

Admin charge to district

25,000

Insurance

7,100

Learning Resources

26,000

Post-Secondary Tuition

120,000

Transportation

300

178,400

Net program cost

28,544

Fee to break even

1,784

Anticipated 2017/18 fee requiring approval:

1,885

Academy:
School:

Hockey
Samuel Robertson
Technical
Secondary
Dennis Dickson

Administrator:

Enrolment:

30

Expenses:

Advertising

1,500

Clothing

3,800

Ice Rental

9,750

Insurance

1,000

Speakers & Training Services

3,500

Special Events

3,000

Staff and Coaching

18,000

Teaching Time

14,157

Net program cost

54,707

Fee to break even

1,824

Approved 2017/18 fee:

1,820

Academy:	Soccer
School:	Westview
Administrator:	Secondary
Enrolment:	Patricia Giesinger
Expenses:	41
Clothing	8,280
Speakers & Training Services	2,830
Staff and Coaching	10,645
Supplies	2,700
Net program cost	<u>24,455</u>
Fee to break even	596
Anticipated 2017/18 fee requiring approval:	600

Academy:	Basketball
School:	Westview
Administrator:	Secondary
Enrolment:	Patricia Giesinger
Expenses:	20
Advertising	250
Certification	250
Clothing	4,000
Instructors	2,500
Supplies	500
Transportation	<u>200</u>
Net program cost	7,700
Fee to break even	385
Approved 2017/18 fee:	385

The estimated enrolment included in the above tables are conservative projections and it is anticipated that actual enrolment will be sufficient for the Academies to break even.

RECOMMENDATION:

THAT the Board approve the proposed Secondary School Fees Schedule and Academy Fees Schedule for the 2017/18 year:

Secondary School Fees Schedule 2017/18

1.	Student fee	\$28
2.	Yearbook	\$55
3.	Lock	\$6

Academy Fees Schedule 2017/18

1.	Equestrian	\$300
2.	Hockey	\$1,820
3.	Interdisciplinary Arts	\$75
4.	International Baccalaureate	\$400
5.	Digital Arts	\$75
6.	Hair Design	\$1,885
7.	Soccer	\$600

**ITEM 6****To: Board of Education****From: Secretary Treasurer
Flavia Coughlan****Re: 2017/18 BOARD OF EDUCATION
REGULAR PUBLIC BOARD MEETINGS****Date: May 17, 2017
(Public Board Meeting)**

Decision

BACKGROUND/RATIONALE:

In accordance with Policy 2400: School Board Meeting Proceedings, the following schedule is proposed for the 2017/18 School Board meeting dates:

September 20, 2017	February 21, 2018
October 18, 2017	March 7, 2018
November 15, 2017	April 11, 2018
December 6, 2017	April 25, 2018
January 24, 2018	May 16, 2018
February 7, 2018	June 20, 2018

The proposed schedule of public meetings will allow the Board of Education to complete the Board work outlined in the attached annual Board Work Plan (Attachment A) and to enhance the Board's community outreach through public engagement events on specific topics.

During the year, additional Public Board meetings may be called with 48 hours notice.

RECOMMENDATION:

THAT the Board adopt the following regular Public Board meeting schedule for 2017/18:

September 20, 2017	February 21, 2018
October 18, 2017	March 7, 2018
November 15, 2017	April 11, 2018
December 6, 2017	April 25, 2018
January 24, 2018	May 16, 2018
February 7, 2018	June 20, 2018

September

- Approve Audited Financial Statements - September 30
- Review the Audit findings – September 15
- Review the Board Policy Development Committee Work Plan
- Submit Executive Compensation Disclosure to Public Sector Employers' Council – September 30
- Consider Motions to BCSTA Provincial Council

October

- Submit Learning Improvement Fund to the BC Ministry of Education
- Submit Staffing Plan to the BC Ministry of Education
- Complete Board Self Evaluation
- Recognize World Teachers' Day
- Represent Board at BCPSEA Symposium
- Represent Board at BCSTA Provincial Council Meeting
- Represent Board at Ministry of Education Annual Liaison Meeting

November

- Review Class Size Report on School Organizations
- Receive Enrolment Update Report
- Review and Approve First Quarter Financial Statements
- Complete Superintendent Growth Plan Review
- Election of Board Chairperson and Vice Chairperson
- Annual Chairperson Report
- Approve Trustee Appointments to Committees and Community Liaison Groups
- Attend the BCSTA Trustee Academy

December

- Strategic Plan Review
- Board Operational Plan Review
- Consider Motions for BCSTA Annual General Meeting and Provincial Council
- Review Terms of Engagement and Appoint or Reappoint Financial Statements Auditor
- Statement of Financial Information (SOFI) – December 31

January

- Receive the Ministry of Education Funding Update
- Approve the Budget Process for upcoming year
- Receive the Budget Implementation Feedback
- Represent Board at BCPSEA Annual General Meeting

February

- Adopt the Amended Annual Budget Bylaw – February 28
- Review and Approve Second Quarter Financial Statements
- Review and Approve Board/Authority Authorized Courses and Programs of Choice
- Review Three Year Enrolment Projection – February 15
- Receive Enrolment Update Report
- Represent Board at BCSTA Provincial Council Meeting

March

- Receive Ministry of Education Estimated Funding for upcoming year
- Meetings with Partner Groups on Budget
- Approval of School District Calendar 2018/19

April

- Receive Proposed Preliminary Budget
- Engage in the Budget Consultation Process
- Adopt the Annual Facilities Grant Bylaw
- Approve the Preliminary Budget for Implementation
- Receive Annual Review of Rental Fees
- Attend the BCSTA Annual General Meeting

May

- Receive and Approve the Third Quarter Financial Statements
- Adopt the Annual Budget Bylaw – June 30
- Approve Academies Specialty Fees and School Fees
- Receive the Carbon Neutral Action Report

June

- Receive the Aboriginal Education Report
- Review Operational Plans
- Adopt the Board Calendar for the Upcoming Year
- Review Trustees Remuneration
- Approve Five-year Capital Plan for Submission to BC Ministry of Education - June 30

Other Items Scheduled as Needed

- Review and Approve Board Policies and Bylaws
- Review and Approve Capital Project Bylaws
- Hear Appeals as needed
- Ratify Principal and Vice-Principal Appointments
- Ratify Collective Agreements
- Approve Exempt Compensation
- Approve disposition of Real Property (land and buildings)
- Declare Facilities Surplus for General School Needs
- Recognize School and Community Highlights
- Publish Board Highlights After Each Meeting
- Receive IT Plan Updates
- Receive Energy Management Plan Updates
- Represent Board at BCSTA Branch Meetings
- Attend School Functions
- Attend Employee Recognition Events

Trustees attendance at the following committee and advisory meetings:

Internal

- Education
- Aboriginal Education
- Inclusive Education
- French Immersion Advisory
- District Student Advisory
- Round Table with Partners
- Facilities Planning

External

- BC School Trustees Association Provincial Council
- District Parent Advisory Council
- Joint Parks and Leisure Services
- Municipal Advisory & Accessibility
- Ridge Meadows Education Foundation
- City of Maple Ridge Active Transportation
- Social Planning Advisory
- Other Board Liaison



ITEM 6A

To: **Board of Education**

From: Secretary Treasurer
Flavia Coughlan

Re: **CHANGE TO START TIME OF JUNE
PUBLIC BOARD MEETING**

Date: May 17, 2017
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

To facilitate Trustee and senior staff attendance at graduation ceremonies, it is recommended that the June 21, 2017 public board meeting start at 1 p.m.

RECOMMENDATION:

THAT the Board approve the change in start time of the June 21, 2017 Public Board Meeting from 6 p.m. to 1 p.m.

To: **Board of Education**

From: Secretary Treasurer
Flavia Coughlan

Re: **ALOUETTE RIVER CAMPUS**
DISPOSAL OF REAL PROPERTY
BYLAW NO. 2016/17-001

Date: May 17, 2017
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE

On January 18, 2017, the Board authorized the Secretary Treasurer to initiate the disposal process for the Alouette River Campus.

Alouette River Campus is the old site of the Alouette Elementary school. The property was acquired through a private sale in 1960, the school opened in 1962 and was closed in 1983.

This site is neither large enough to accommodate a new school and nor located where it will best serve future growth. As a result, the site is no longer required for educational purposes.

The district has been approached by a number of parties interested in acquiring or leasing the site. The resulting value from disposal could be used to enhance the district's capital plan funding requests.

Since the last report, the District has conducted a thorough public consultation program. Advertisements took place through the District's website, the print media, letters direct to adjacent school districts, other educational institutions, community organizations and potentially interested parties.

There was limited feedback during the consultation process. There were no comments opposing the disposal of the Alouette River Campus. The majority of the comments were from parties who have an interest in acquiring the site.

Disposal of land or improvements ultimately requires the approval of the Minister of Education. The checklist of items to be forwarded to the Minister with the request for approval is shown at Attachment A.

The only outstanding item is the adoption by the Board of the Disposal of Real Property Bylaw as shown at Attachment B.

RECOMMENDATION

- 1) **THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Disposal of Real Property Bylaw No. 2016/17-001 be given three (3) readings at this meeting. (vote must be unanimous)**
- 2) **THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Disposal of Real Property Bylaw No. 2016/17-001 be:**

Read a first time on the 17th day of May, 2017;

Read a second time on the 17th day of May, 2017;

Read a third time, passed and adopted on the 17th day of May, 2017.

Property Disposal - Required Information Checklist

The Ministry requires a school district to submit particular supporting information to allow consideration of supporting a board of education's request for ministerial approval to pursue the disposal of a surplus property, as required under the [Disposal of Land or Improvements Order](#).

A letter requesting ministerial approval and required documentation that addresses the following checklist items, as they pertain to the subject property, must be emailed to Ryan Spillett, Executive Director, Capital Delivery Branch, at Ryan.Y.Spillett@gov.bc.ca.

The Regional Director and Planning Officer, Capital Delivery Branch, responsible for the school district must also be copied on the email.

PROPERTY BACKGROUND:

- ☐ 1. Confirmation that the property is surplus to the current needs of the school district and will not be required by the board of education for a future purpose.

For **schools**, an analysis of the utilization of surrounding schools should also be provided to verify that there is sufficient capacity available to accommodate students residing in the area around the surplus school.

- ☐ 2. For **schools**, verification of the board of education's decision to permanently close a school in compliance with the [School Opening and Closure Order](#), including a copy of the board-adopted School Closure Bylaw and/or a copy of the written notification of the school closure decision provided to the Ministry.
- ☐ 3. Description of how the property was first acquired by the board of education and the availability of corroborating property acquisition records, as may be required to establish the allocation of disposition proceeds between restricted capital funds and local capital funds to be held by the board.

PROPERTY DESCRIPTION:

- ☐ 4. Provision of the primary civic address for the property, including the name of the local government in which the property is located.
- ☐ 5. Provision of a site plan that:
- shows the property outlined in bold or in colour;
 - identifies all parcels comprising the property; and
 - notes the total area of the property, in both acres and hectares.

LAND TITLE INFORMATION:

- ☐ 6. Provision of the Title Search print-out, and Parcel Information and Miscellaneous Notes print-out for each parcel comprising the property, as may be obtained from a Land Title Office, Land Title and Survey Authority of British Columbia.
- ☐ 7. Confirmation that the property is not the subject of a Crown land grant.
(Note: Any parcels that are the subject of a Crown land grant must be individually identified. However, these parcels will not be considered as part of the request for ministerial approval to pursue disposal of the property, as grants of Crown land granted under the *School Act* or any of its predecessors are exempted under section 2 of the [Disposal of Land or Improvements Order](#).)

PROPERTY DISPOSAL INFORMATION:

- ☐ 8. Description of the circumstances leading the board of education to make a request for ministerial approval to allow it to pursue disposal of the property.
- ☐ 9. Description of the broad public consultation undertaken by the board of education to seek input from the education community, general public, local government, community organizations, the Conseil Scolaire Francophone (CSF), local independent school authorities, and local First Nations regarding the potential disposal of the property.

Boards of education must address the following matters regarding the potential disposal of the property:

- Disposing of the property by sale or long-term lease to another board, (including the CSF) or local independent school authorities for educational purposes, potentially at less than fair market value;
- Disposing of the property by sale or long-term lease to a local government, community agency or community organization for alternate community uses, potentially at less than fair market value; and
- Disposing of the property to a private interest at fair market value.

Any specific sensitivities or objections raised during the public consultation process must be identified, along with a description of how the board of education addressed each of the issues.

- ☐ 10. Copy of the board of education's bylaw relating to the proposed disposal of property, as required under section 65 (5) of the [School Act](#). In accordance with section 7 of the [Disposal of Land or Improvements Order](#), the bylaw must include:
 - a confirmation that the board of education will not require the land or improvements for future educational purposes;
 - the name and the facility number, if any; and
 - the address and legal description.

PROPERTY EVALUATION INFORMATION:

- ☐ 11. Copy of the latest annual BC Assessment Property Assessment Notice.
- ☐ 12. Submission of a comprehensive property appraisal completed by a licensed commercial land appraiser at least 12 months prior to the board of education's request for ministerial approval to allow it to pursue disposal of the property.
- ☐ 13. Statement of net proceeds expected from the disposition of the property.
- ☐ 14. Statement of expected amounts and percentages of net disposition proceeds to be allocated as restricted capital funds and local capital funds, in accordance with the [Allocation of Proceeds from the Disposition of Capital Assets Policy](#).
- ☐ 15. Statement of the estimated Net Book Value of the property.

Questions regarding any of the checklist items should be directed to the Planning Officer responsible for the school district.

**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 42 (MAPLE RIDGE – PITT MEADOWS)**

DISPOSAL OF REAL PROPERTY BYLAW NO. 2016/2017-001

WHEREAS section 65 (5) of the *School Act* provides that a board of education may exercise a power with respect to the acquisition or disposal of property owned or administered by the board only by bylaw;

AND WHEREAS pursuant to Section 96 (1) of the *School Act*, "land" includes any interest in land, including any right, title or estate in it of any tenure;

AND WHEREAS section 96 (3) of the *School Act* provides that a board of education may dispose of land or improvements, or both, subject to the orders of the British Columbia Minister of Education (the "Minister");

AND WHEREAS section 3 of the Disposal of Land or Improvements Order M193/08 (the "**Disposal Order**") provides that boards must not dispose of land or improvements by sale and transfer in fee simple or by way of lease or 10 years or more unless such disposal is to another board or an independent school for educational purposes or is approved by the Minister in accordance with section 5 of the Disposal Order;

AND WHEREAS section 5 of the Disposal Order provides that the Minister may approve, with any terms and conditions, a disposition of land or improvements;

AND WHEREAS The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) (the "**Board**") has determined that the Alouette River Campus property (the "**Property**") located at 23121 - 132 Ave, Maple Ridge, B.C., being Facility Number 4242026 and legally described as:

Lot A Section 29 Township 12 New Westminster District Plan 22378
PID 008-780-056

is not subject to a Crown grant trust, and the Board has completed a public consultation process regarding the potential disposal of the Property;

NOW THEREFORE be it resolved that the Board hereby determines that the Property is no longer required for educational purposes of the Board, and that the Board hereby authorizes the disposal of the Property for fair market value in accordance with the Board's Policy 6810 Disposal of Land or Improvements, subject to the approval of the Minister.

This bylaw may be cited as The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Disposal of Real Property Bylaw No. 2016/17-001.

Read a first time this 17th day of May, 2017

Read a second time this 17th day of May, 2017

Read a third and final time, passed and adopted this 17th day of May, 2017

To: **Board of Education**

From: Finance Committee of the Whole

Re: **THIRD QUARTER FINANCIAL
STATEMENTS**

Date: May 17, 2017
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The attached third quarter financial statements are presented to the Board for approval at the recommendation of the Finance Committee of the Whole. The statements present the operating, special purpose funds and capital fund details. The format of the quarterly reports reflects the annual financial statements presentation, specifically Schedules 2A and B, Schedule 3A and Schedule 4. (Attachment A)

These statements compare the 2016/17 amended budget to revenue and expenditure estimates to June 30, 2017 for the operating fund and actual revenue and expenditures to March 31, 2017 for the special purpose funds and the capital fund.

OPERATING RESULTS AT MARCH 31, 2017

As at March 31, 2017, revenue to date exceeded expenses to date by \$5.1 million. This is due to revenue and expense patterns that differ throughout the fiscal year. Grants from the Ministry of Education are not received evenly throughout the year and do not follow the pattern of expenditures. Salaries and benefits are paid over a ten or a twelve month period, district activities happen during specific months and targeted spending can take place at any time during the year. Therefore a surplus or deficit at a specific time during the year is not unusual but it is important to understand how the remaining operating months will impact the school district's financial results at June 30, 2017.

The estimated operating results include allocations for the purchase of technology for libraries, mobile computer labs and the grade 6/7 inquiry program. These allocations will enable the school district to defer the implementation of bring your own device for students to 2021.

OPERATING SURPLUS

At June 30, 2017 it is estimated that appropriated surplus will total \$0.72 million. This includes appropriations for aboriginal education, continuing education, professional development, and other initiatives and projects that are not expected to be completed by June 30, 2017.

In accordance with board policy a contingency reserve of at least 1% of operating expenditures and not exceeding 3% of operating expenditures shall be maintained (\$1.35 million to \$4.05 million). In addition, there are significant risks associated with the 2017/18 preliminary budget that need to be mitigated by maintaining a higher contingency reserve. It is proposed that all available operating surplus be transferred to contingency reserve – local capital. The current estimated surplus available to be transferred to contingency reserve is \$0.93 million. This will bring the estimated contingency reserve balance at June 30, 2017 to \$1.93 million.

SPECIAL PURPOSE FUNDS

Special Purpose Funds include funds received from the Ministry of Education or other sources that have been designated for a specific purpose. During the first three quarters of 2016/17, \$6.48 million in special purpose contributions was received and \$5.88 million was spent. As at March 31, 2017, \$2.54 million remains available for future expenditures. Major Special Purpose Funds include School Generated Funds, Annual Facility Grant, Learning Improvement Fund and Youth Education Support.

Annual Facility Grant funding of \$0.56 million was received for the current year and \$0.04 million was allocated to fund the Capital Asset Management System and \$0.09 million for the Next Generation Network.

RECOMMENDATION:

THAT the Board approve the Financial Statements for the Quarter Ended March 31, 2017.

And Further;

THAT the Board approve the transfer of all available operating surplus, currently estimated at \$0.93 million, to contingency reserve – local capital.

Attachment

School District No. 42 (Maple Ridge-Pitt Meadows)
Estimated Operating Financial Results 2016/2017

	2016/2017 Amended Budget	Actual to March 31	2016/2017 Projected Actual	Variance from Amended Budget
Operating Revenue by Source				
Grants				
Operating Provincial Grants - Ministry of Education	124,723,347	87,184,799	124,973,347	250,000
Local Education Agreement Recovery	(461,757)	(329,907)	(461,757)	-
Operating Other Ministry of Education Grants	2,941,779	2,096,165	2,941,779	-
Provincial Grants - Other	393,551	289,234	393,551	-
Federal Grants	164,600	137,542	164,600	-
Total Grants	127,761,520	89,377,833	128,011,520	250,000
Tuition	8,915,533	6,428,216	8,865,858	(49,675)
Other Revenue	507,835	440,369	507,835	-
Local Education Agreement - Direct Funding from First Nations	477,067	344,921	477,067	-
Rentals & Leases	423,500	388,202	473,187	49,687
Investment Income	380,000	445,877	380,000	-
Total Other Revenue	10,703,935	8,047,585	10,703,947	12
Total Operating Revenue	138,465,455	97,425,418	138,715,467	250,012
Operating Expense by Type				
Salaries				
Teachers	63,731,783	44,331,068	63,219,438	512,345
Principals and Vice Principals	6,078,269	4,551,068	6,059,981	18,288
Education Assistants	11,044,406	7,294,946	10,961,941	82,465
Support Staff	10,758,808	7,753,410	10,597,399	161,409
Other Professionals	3,950,190	2,818,106	3,833,200	116,990
Substitutes	4,422,955	2,836,240	4,271,698	151,257
Total Salaries	99,986,411	69,584,838	98,943,657	1,042,754
Employee Benefits	24,800,444	16,500,395	24,219,519	580,925
Total Salaries and Benefits	124,786,855	86,085,233	123,163,176	1,623,679
Services and Supplies				
Services	5,645,044	4,118,253	5,885,101	(240,057)
Student Transportation	604,364	351,768	576,101	28,263
Professional Development and Travel	990,387	554,032	895,421	94,966
Rentals and Leases	2,116	-	500	1,616
Dues and Fees	149,353	115,655	145,290	4,063
Insurance	316,186	316,550	338,638	(22,452)
Supplies	3,986,876	2,054,382	3,862,227	124,649
Utilities	2,521,521	1,620,179	2,414,500	107,021
Total Services and Supplies	14,215,847	9,130,819	14,117,778	98,069
Total Operating Expenses	139,002,702	95,216,052	137,280,954	1,721,748
Interfund & Local Capital				
Interfund-Lease Payments				
Capital Assets Purchased	3,594,000	1,224,889	4,633,459	(1,039,459)
Transfer to Local Capital			932,301	(932,301)
Total Interfund and Local Capital	3,594,000	1,224,889	5,565,760	(1,971,760)
Total Expenses	142,596,702	96,440,941	142,846,714	(250,012)
Appropriated Surplus				
Use of Prior Year Surplus or Reserves	4,131,247	4,131,247	4,131,247	-
Projected Operating Surplus/(Deficit)	\$ -	\$ 5,115,724	\$ -	\$ -

School District No. 42 (Maple Ridge-Pitt Meadows)
Special Purpose Funds
As At March 31, 2017

	ANNUAL FACILITIES GRANT	LEARNING IMPROVEMENT FUND	SPECIAL EDUCATION EQUIPMENT	SCHOLARSHIPS AND BURSARIES	SCHOOL GENERATED FUNDS	STRONG START	READY, SET, LEARN	OLEP	COMMUNITY LINK	SERVICE DELIVERY TRANSFORMATION	STUDENT CODING & CURRICULUM	PRIORITY MEASURES	YOUTH EDUCATION SUPPORT FUND	TOTAL
Deferred Revenue, beginning of year	150,266	-	28,006	188,081	1,374,160	37,751	8,807	-	3,407	90,957	-	-	63,610	1,945,045
Add: Restricted Grants														
Provincial Grants - Ministry of Educati	561,550	1,769,229				181,163	34,300	176,032	378,158		107,075			3,207,507
Other				623	3,081,114								189,775	3,271,512
Investment Income	561,550	1,769,229	-	623	3,081,114	181,163	34,300	176,032	378,158	-	107,075	-	189,775	6,479,019
Less: Allocated to Revenue	453,282	1,472,901	19,958	24,349	2,643,941	175,195	28,353	128,667	381,565	15,397	9,700	400,193	128,113	5,881,614
Deferred Revenue, end of year	258,534	296,328	8,048	164,355	1,811,333	43,719	14,754	47,365	-	75,560	97,375	(400,193)	125,272	2,542,450
Revenues														
Provincial Grants - Ministry of Educati	453,282	1,472,901	19,958			175,195	28,353	128,667	381,565	15,397	9,700	400,193		3,085,211
Other				24,349	2,643,941								128,113	2,796,403
Investment Income	453,282	1,472,901	19,958	24,349	2,643,941	175,195	28,353	128,667	381,565	15,397	9,700	400,193	128,113	5,881,614
Expenses														
Salaries														
Teachers		885,309					18,759	64,853	23,038			319,851		1,311,810
Educational Assistants		275,914			6,476	117,961	1,778		270,397					672,526
Support Staff	46,155				265	3,846								50,266
Substitutes		40,413			5,982	2,983	1,131	3,770				2,359		56,638
	46,155	1,201,636	-	-	12,723	124,790	21,668	68,623	293,435	-	-	322,210	-	2,091,240
Employee Benefits	210	271,265			1,443	38,977	4,252	15,074	83,223			77,983		492,427
Services and Supplies	242,730	-	2,365	24,349	2,601,048	10,569	2,433	43,026	4,907	3,654	5,585		61,151	3,001,817
	289,095	1,472,901	2,365	24,349	2,615,214	174,336	28,353	126,723	381,565	3,654	5,585	400,193	61,151	5,585,484
Net Revenue (Expense) before Interfund Transfers	164,187	-	17,593	-	28,727	859	-	1,944	-	11,743	4,115	-	66,962	296,130
Interfund Transfers														
Tangible Capital Assets Purchased	(164,187)		(17,593)		(28,727)	(859)		(1,944)		(11,743)	(4,115)		(66,962)	(296,130)
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-	-	-	-	-	-

School District No. 42 (Maple Ridge-Pitt Meadows)
Schedule of Capital Operations
As At March 31st, 2017

	2017 Budget	Actual March 31, 2017		
		Invested in Tangible Capital Assets	Local Capital	Fund Balance
Revenues				
Provincial Grants				-
Municipal grants spent on sites				-
Other Revenue	85,763		167,329	167,329
Amortization of Deferred Capital Revenue	5,328,066	3,969,653		3,969,653
Total Revenue	5,413,829	3,969,653	167,329	4,136,982
Expenses				
Operations and Maintenance				
Amortization of Tangible Capital Assets				
Operations and Maintenance	8,656,711	6,267,183		6,267,183
Debt services				-
Capital Lease Interest		-		-
Total Expense	8,656,711	6,267,183	-	6,267,183
Capital Surplus (Deficit) for the year	(3,242,882)	(2,297,530)	167,329	(2,130,201)
Net Transfers (to) from other funds				
Tangible Capital Assets purchased	4,087,158	1,521,019		1,521,019
Local Capital	-		932,301	932,301
Capital Lease Payment	-			-
Total Net Transfers	4,087,158	1,521,019	932,301	2,453,320
Other Adjustments to Fund Balances				
Tangible Capital Assets purchased from Local Capital		566,274	(566,274)	
Tangible Capital Assets WIP purchased from Local Capital		-		
Principal Payments Capital Lease				
Total Other Adjustments to Fund Balances	-	566,274	(566,274)	-
Total Capital Surplus (Deficit) for the year	844,276	(210,237)	533,356	323,119
Capital Surplus (Deficit), beginning of year		65,250,726	5,316,605	70,567,331
Capital Surplus (Deficit), end of year	844,276	65,040,489	5,849,961	70,890,450



ITEM 9

To: **Board of Education**

From: Education Committee

Re: **BOARD AUTHORIZED APPROVED COURSES:** Date: May 17, 2017
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

As per the *School Act*, Boards of Education must approve Board authorized courses, academies, trade and partnership programs proceeding their implementation.

The Education Committee has met, reviewed, approved, and recommends implementation of the attached courses:

- Food Studies-Baking 10-12 (Attachment A)
- Bicycle Maintenance and Repairs 11/12 (Attachment B)

RECOMMENDATION:

That the Board approve the following Board Authorized Approved Courses:

- **Food Studies-Baking 10-12**
- **Bicycle Maintenance and Repairs 11/12**

Attachments

BAA: Food Studies-Baking 10-12

District Name: Maple Ridge Pitt Meadows

District Number: SD42

Developed by: Frances Samouilhan

Date Developed: January 27, 2017

School Name: Thomas Haney Secondary School

Principal's Name: Grant Frend

Board/Authority Approval Date:

Board/Authority Signature:

Course Name: Foods Studies-Baking 10-12

Grade Level of Course: 10-12

Number of Course Credits: 4

Number of Hours of Instruction: 100

Prerequisite(s): Successfully completed Grade 9 foods is recommended

Special Training, Facilities or Equipment Required: BCTF certified teacher with experienced in Home Economics, Food and Nutrition or equivalent; Red Seal Baker Certification an asset or equivalent experience. Space: Home economics Foods Laboratory containing demonstration area and equipment, 6 kitchen units and equipment.

Course Synopsis: Basic baking techniques such as soft doughs: biscuits, scones, soda breads; stiff doughs such as sourdough, yeast buns and breads; and pastry such as choux, traditional and phyllo. Food styling and art skills in cake decorating using a variety of tools, equipment and icings. Competitions to enable students to improve standards of excellence.

Rationale: This is a specialized course where those who have completed Foods Studies 8 or 9 or equivalent courses, may explore specific areas of interest for personal or career goals. Baking can be a leisure activity providing stress relief, pleasure and fulfilment in creating products to share with others. Many food establishments provide baked products where front-line employees often get their first jobs. Students successfully completing Baking 10-12 may continue to Entrepreneurship, post-secondary Cook programs or many other fields. Food brings families and individuals together to communicate face-to-face and open dialogue for better mental health. Baking is fun!

Organizational Structure:

Unit/Topic	Title	Time
Unit 1	Basic Baking Techniques	20
Unit 2	Cakes	15
Unit 3	Food Art and Styling	25
Unit 4	Pastry	25
Unit 5	Yeast Breads	15
Total Hours		100

Unit/Topic/Module Descriptions:

Unit 1: Introduction, Basic Baking Techniques

Personal and food product hygiene and best practices in baking. Produce basic baking products using ingredients common to flour mixtures such as sugar, flour, liquids, fat and leaveners, specifically, chemical agents such as baking powder, baking soda and air. Know how these ingredients interact to make successful products and how to adapt ingredients to create new products.

Unit 2: Cakes Butter, Chiffon, Pound, Angel, Sponge, Layer

Cakes with Fat are simple cakes such as butter cake, one-bowl mixes and variations using some type of fat and common flour mixture ingredients. Cakes without fat rely on air incorporated through mixing, egg white foams and sugar manipulation. Experiment with both types of mixing methods to create diverse products. Know the skills and techniques necessary for successful foams. Experiment with volume and pan size to create innovative products.

Unit 3: Food Art and Styling Cake Decorating, Food photography and Food Styling for Media

Research online sources, television, art resources to create and design personal products such as cupcakes, specialty cakes, or art pieces. Using food photography skills and web-design skills, build a personal portfolio demonstrating ability and standards of excellence.

Unit 4: Pastry Culture

Using historical data, review origins of common pastries to develop new, innovative variations. Know cultural significance of pastries over time and how these baking products have impacted immigration and relationships. Experiment with traditional global pastries, Aboriginal specialties, and modern innovations using various ingredients. Demonstrate skills in handling fine doughs such as phyllo, chocolate fillings, custards and strudels.

Unit 5: Yeast Breads Food Science

Skills in using a living organism (yeast) in food production requires control of a variety of factors such as temperature, ingredients and time. Know how to use sugar, heat, sugar and other basic ingredients common to breads to make a variety of rolls, buns and loaves. Suggest solutions to provide food to a growing world population while addressing environmental impact, sustainability and nutritive content.

Instructional Component: Skills and techniques will be demonstrated and practiced in the laboratory during 3 1-hour classes per week. Students will participate in teacher directed lessons, group projects and complete individual assignments. Guest speakers and community specialists will be invited to demonstrate specialty skills; students will assume this role over the duration of the course to develop their own presentation skills and confidence.

Assessment Component: 60% practical demonstration of skills and design; 40% assignments, portfolio and self-directed projects.

Learning Resources:

Books: TBA

- a) techniques
- b) culture
- c) art, photography
- d) sustainability, food waste,

Equipment: Startup: pans, tools, pots, bowls etc, digital tools and equipment for demonstration, images, styling

Supplies: (consumable): pastry bags, food ingredients.

BAA Bicycle Maintenance and Repairs 11/12

District Name: Maple Ridge

District Number: 42

Developed by: Christine Hilliard (sd43), Carson Power (OAS), Kirk Dand (OAS)

Date Developed: March 3, 2017

School Name: Outreach Alternate Secondary

Principal's Name: Trevor Connor

Board/Authority Approval Date:

Board/Authority Signature:

Course Name: Bicycle Maintenance and Repairs 11/12

Grade Level of Course: 11/12

Number of Course Credits: 4

Number of Hours of Instruction: 100

Prerequisite(s): Students should have an interest in maintaining and repairing bicycles as well as a willingness to participate in charitable endeavours.

Special Training, Facilities or Equipment Required: Teacher Training: Basic Knowledge in the maintenance and repair of bicycles. Basic understanding of the British Columbia Bicycle Operator's Manual, Bike Sense: A guide to the rules of the road, bike handling, traffic skills and the enjoyment of cycling for life

Facilities: Suitable teaching, storage and working space for bicycles and tools.

Course Synopsis: This course is designed to introduce students to the fundamental techniques used in the repair and maintenance of bicycles that will be donated to the needy within the community. Students will learn the proper use of the various bicycle tools required as they repair and maintain the bikes. Students will also learn the rules of cycling on the road, bike handling and traffic skills. Once all aspects of bike safety, repair and maintenance have been thoroughly covered, students may participate in supervised bicycle rides within the community. If time permits, there may also be opportunities to build custom frames and to service bicycles and sell them within the community to address the entrepreneurial possibilities of this course.

Rationale: This course aims to meet the learning needs of students who thrive in hands on learning environments. Students will learn basic bicycle mechanisms and maintenance; both transferable to a wide variety of lifelong learning. Not only will students learn valuable tool safety and usage, shop safety and mechanics, they will also learn important problem-solving skills through diagnostic and bicycle repair. This course has been developed in partnership with CAPS bicycles (Head Mechanic Ryan Gardiner). This collaboration will also help students gain exposure to possible employment possibilities and/or further educational possibilities.

Organizational Structure:

Unit/Topic	Title: Module 1: General and Shop Safety	Time
Unit 1	General safety in high school shop	5
Unit 2	Machine and tool safety	5

Unit/Topic	Title: Module 2: Bike Maintenance and Repair	Time
Unit 1	Intro to cycling, selecting a bike, equipment and tools required	10
Unit 2	Wheels and Tires – flats, truing, spokes	10
Unit 3	Brakes	10
Unit 4	Bottom brackets, hubs and headsets	10
Unit 5	Derailleurs	10

Unit/Topic	Title Module 3: Bicycle Rules and Safety	Time
Unit 1	Visibility and traffic skills	5
Unit 2	Public transit/traffic accidents/most common collisions	5
Unit 3	Cyclists and the law/Bike security/cycling advocacy	5

Unit/Topic	Title: Module 4: Bike Repair and Maintenance of Student Bike	Time
Unit 1	Complete rebuild of second bicycle for personal use	20

Unit/Topic	Title: Module 5: Volunteerism	Time
Unit 1	Volunteer hours with kidsport sale	5
Total Hours		100

Unit/Topic/Module Descriptions:

Module 1: General and Shop Safety

Unit 1: General Safety

Time: 5 Hours

Learning Outcomes

It is expected that students will be able to:

- Understand the safety issues related to working in a high school shop environment

Unit 2: Machine and Tool Safety in the Shop

Time: 5 Hours

Learning Outcomes

It is expected that students will be able to:

- Understand and demonstrate how to use the machinery and tools in a safe manner

Module 2: Bicycle Maintenance and Repair of Donor Bike

Unit 1: Intro to cycling, selecting a bike, equipment & tools required Time: 10 Hours

Learning Outcomes

It is expected that students will be able to:

- Understand the benefits of cycling to them, to the community and beyond at a global level
- Determine what type of bicycle is suitable by the type of riding they will do and the cost involved
- Tool functions and where they are placed within the shop class.

Unit 2: Wheels and Tires/Flat/Truing/Spokes

Time: 10 Hours

Learning Outcomes

It is expected that students will be able to:

- Identify tires and tubes that need repairing
- Determine the cause(s) of the flat or damage
- Repair tubes using the proper tools and replace damaged tires
- Identify the difference between a warped rim and a loose hub
- Determine when a rim is repairable or not
- Describe the steps required to true a wheel and the equipment and tools required

Unit 3: Brakes

Time: 10 Hours

Learning Outcomes

It is expected that students will be able to:

- Name all the components of the different types of brake systems and how they work
- Identify a bike with an unsafe braking system
- Describe the proper steps of the brake adjustment process

Unit 4: Bottom Brackets, hubs and headsets Time: 10 Hours

Learning Outcomes

It is expected that students will be able to:

- Understand the main purposes of the rotational systems found in the bike
- Identify any repairs needed for the bottom bracket, crank arm or pedal
- Describe the proper steps in repairing a bottom bracket
- Identify the parts of the hub system and the tools required to make adjustments
- Identify a hub in need of adjustment or replacement
- Describe the steps required to overhaul a hub
- Identify the parts of a headset
- Describe the steps required to overhaul and adjust a headset

Unit 5: Derailleurs Time: 10 Hours

Learning Outcomes

It is expected that students will be able to:

- Identify the parts of the front and rear derailleurs
- Make adjustments to the front derailleurs to keep the chain on the chain rings
- Make adjustments to both front and rear derailleurs to keep the gears changing smoothly
- Make adjustments to rear derailleurs to keep the proper chain tension

Module 3: Bicycle Rules and Safety

Unit 1: Visibility and Traffic Skills Time: 5 Hours

Learning Outcomes

It is expected that students will be able to:

- Assess the best means of being visible to others by proper positioning on the road and using light-emitting equipment, clothing and reflective materials
- Control their bikes in all traffic situations by the proper use of hand signals, stopping, gear shifting and turning
- Understand all traffic laws relating to cycling

Unit 2: Public Transit/Traffic Accidents/Common Collisions Time: 5 Hours

Learning Outcomes

It is expected that students will be able to:

- Identify the integration of public transit services such as Skytrain, ferries and West Coast Express for cyclists
- Apply appropriate safety procedures in a cyclist-related traffic accident
- Identify the most common circumstances surrounding traffic accidents involving a cyclist

Unit 3: Cyclists and the Law/Bicycle Security/Cycling Advocacy

Time: 5 Hours

Learning Outcomes

It is expected that students will be able to:

- Apply the same rights and duties as a driver of a vehicle to a cyclist
- Secure their bicycles using the proper locks and bike racks available
- Identify who to contact about the rights and privileges of cyclists

Module 4: Bicycle Maintenance and Repair of Student Bike

Unit 1: Complete rebuild of second bicycle for personal use Time: 20 Hours

Learning Outcomes

It is expected that students will be able to:

- Apply all the knowledge and skills regarding bicycle maintenance and repair acquired in Module 2 to restore a bicycle for personal use

Module 5: Volunteerism

Unit 1: Volunteer hours with kidsport sale Time: 5 Hours

Learning Outcomes

It is expected that students will be able to:

- Donate time to prepare bikes for KIDSPORT Sale
- Volunteer time at KIDSPORT Sale in March

Instructional Components:

- Direct instruction
- Peer teaching
- Group work, working in pairs and Independent learning
- Problem solving
- Power Point/video demonstrations

Assessment Components:

- **20% Theory :**
 - Quizzes
 - Safety tests
 - Worksheets
 - Journal/Sketchbook
 - Peer Evaluations
 - Self –Evaluations

Assessment Components:

- **80% Practical:**
 - Unit Tests
 - Documentation of project
 - Practical skill demonstrations
 - Riding safety demonstrations
 - Complete Independent Bicycle Restoration

Learning Resources:

- Shop Safety Booklet
- Bikes Not Bombs: Earn-A-Bike Instructor Training Manual
- Bike Sense: The British Columbia Bicycle Operator's Manual
- Road and Bike Safety – ICBC Packages

Additional Information:

- Bicycle Maintenance and Repair PowerPoint Slides courtesy of Oliver Mietzker, Technology Teacher, Riverside Secondary (adapted from BCIT)
- Additional Resources from Daniel Lee, Technology Teacher at New West Secondary, New Westminster, BC



ITEM 10

To: **Board of Education**

From: Superintendent of Schools
Sylvia Russell

Re: **WESTVIEW SECONARY SCHOOL AND
INCLUSION**

Date: May 17, 2017
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the presentation on Westview Secondary School and Inclusion, for information.

**ITEM 10**

To: **Board of Education**

From: Superintendent of Schools
Sylvia Russell

Re: **ALTERNATE PROGRAMS 2017/18**

Date: May 17, 2017
(Public Board Meeting)

Information

Background/Rationale

Staff completed a review of alternate programs offered in our school district. It is important that students attending alternate programs have the opportunity to transition to secondary schools with ease as they are able undertake new learning challenges. It is also important that students in alternate schools have the possibility of attending regular high school classes while having the support of the alternate program staff. Our secondary schools offer rich elective and trades programs which benefit all students – including students in alternate programs. The new sites will improve accessibility to high school programs for alternate students. The new sites are more accessible for students who walk or bus to school.

For September 2017, the alternate programs offered are as follows:

- Connex – at the Arthur Peak Centre
- Re-Connex – at Maple Ridge Secondary Annex
- Storefront – at Thomas Haney Secondary
- Outreach – at Maple Ridge Secondary Annex

In addition, a new program will be housed at Riverside Centre supported by the Safe and Caring Schools and Keeping Kids in School staff. This program will be designed in consultation with community partners and will serve students who face challenges attending school due to anxiety and other mental health challenges.

Recommendation

That the Board receive the Alternate Programs 2017/18 report for information.



ITEM 11

To: **Board of Education**

From: Superintendent
Sylvia Russell
Secretary Treasurer
Flavia Coughlan

Re: **CARBON NEUTRAL REPORT 2016**

Date: May 17, 2017
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

The report will be submitted to the Climate Action Secretariat.

RECOMMENDATION:

THAT the Board receive the Superintendent and Secretary Treasurer's 2016 Carbon Neutral Action Report, for information.

Attachment



ITEM 13A

To: **Board of Education**

From: Secretary Treasurer
Flavia Coughlan

Re: **NAMING OF NEW ELEMENTARY
SCHOOL IN THE ALBION AREA**

Date: May 17, 2017
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

On February 24, 2017 the Ministry of Education announced funding for a new elementary school in the Albion area of Maple Ridge. The school is scheduled to be opened in September 2019.

In accordance with SD42 Policy 6600: Naming of School Facilities (Attachment A) input from education partners and the public will be sought on a name for the new school.

The following information was used when determining potential names for the new school:

- James Sinclair was the first school teacher in Maple Ridge (1875). By 1878 James was teaching high school courses giving Maple Ridge the distinction of being the first school in the lower mainland to offer high school courses.
- Peter Baker was the business partner of Samuel Robertson and an early French settler from Quebec. Together, their farm lands made up the land that is known today as Albion Flats. 240th Street used to be called Peter Baker Street and the street to the north of our property is called Baker Place.
- The stream in the riparian area of the property is a tributary to Spencer Creek.

The following names are being considered:

- James Sinclair Elementary School
- Baker Elementary School
- Spencer Creek Elementary School

All feedback received will be presented to the Board for consideration before a decision is made.

RECOMMENDATION:

THAT the Board receive for information the Naming of the New Elementary School in the Albion Area.

Attachment

**SD 42 POLICY: 6600****NAMING OF SCHOOL FACILITIES**

1. BELIEF STATEMENTS

The Board of Education ("Board") believes that the naming or re-naming of schools and School District ("District") facilities should be undertaken following consultation with the affected constituents. The process of naming or re-naming a school or District facility should involve a broadly based constituency consultation. The school or District facility is the focus of the whole community and stakeholders for activities and identity. By naming the school or District facility in recognition of the community, the District encourages community pride and involvement. Except where otherwise determined by the Board, new schools or District facilities will be named in reference to historical, geographical or operational characteristics. Special consideration will be given to names that will have significant meaning to students and members of the community.

Wherever possible, if the facility is to be named in honour of a person, the consent of the individual will be obtained. If it is to be named after a deceased person, except for a person of distinction, the closest surviving relatives should approve.

2. PROCESS

The process of naming a new building will begin as soon as possible after the school site has been purchased and where construction is scheduled in the Board's current capital plan.

When an existing facility undergoes a major change of use, the Board will consider the opportunity to reflect the impact on the constituents and have a change of name for the facility.

An effort will be made to avoid confusion that may be caused by having schools with similar names.

In all cases, the final decision on naming a School District facility will be made by the Board.

APPROVED: September 12, 2012



2016 CARBON NEUTRAL ACTION REPORT

MAPLE RIDGE - PITT MEADOWS SCHOOL DISTRICT NO.42

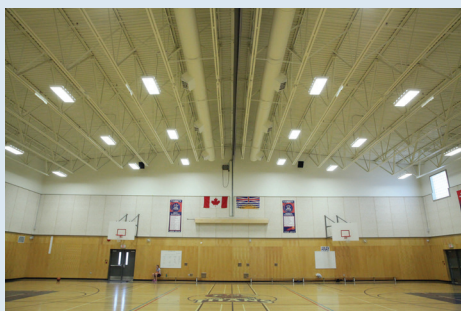
EXECUTIVE SUMMARY



This Carbon Neutral Action Report for the period January 1st, 2016 to December 31st, 2016 summarizes our emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2016 to reduce our greenhouse gas emissions, and our plans to continue reducing emissions in 2017 and beyond. By June 30, 2017, Maple Ridge - Pitt Meadows School District 42's final Carbon Neutral Action Report will be posted to our website at www.sd42.ca/sustainability.

On March 25, 2015, the Maple Ridge - Pitt Meadows Board of Education approved the *2015-2019 Energy Management Plan*. This plan includes the implementation of lighting as well as heating, ventilation and air-conditioning (HVAC) upgrade opportunities in all 34 school district facilities. The implementation of all energy conservation opportunities will result in estimated energy savings of 4.44 million kWh and 12,800 GJ and estimated annual utilities cost savings of \$0.50 million that will be re-invested in our schools. The associated greenhouse gas emission reduction resulting from this four year Plan are 758 tonnes of CO₂ emissions. Two years into the Plan and we are more than half way to meeting the Plan target of \$0.5 million in ongoing utilities savings

Sylvia Russell, Superintendent of Schools
May 04, 2017



2016 GREENHOUSE GAS EMISSION

The Maple Ridge – Pitt Meadows school district produced a total of 3,329 tonnes of greenhouse gas emissions from all sources as reported in SMARTTool.

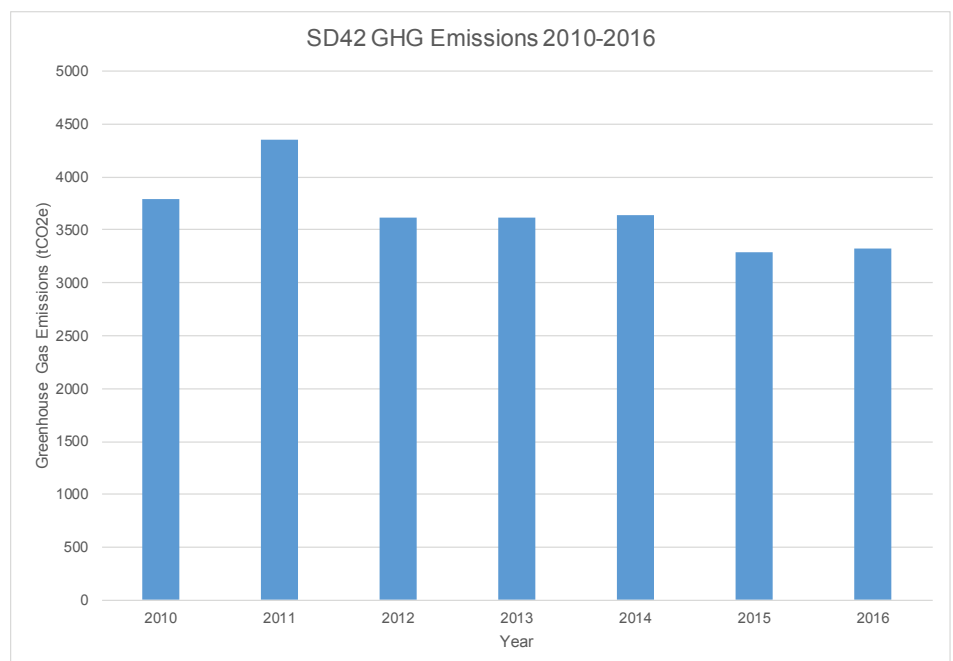
SCHOOL DISTRICT NO. 42 GHG EMISSIONS AND OFFSETS FOR 2016 (TCO2E)	
GHG Emissions Created in Calendar Year 2016	
TOTAL EMISSIONS	3,329
TOTAL OFFSETS	3,323
Adjustments to GHG Emissions Reported in Prior Years	
TOTAL EMISSIONS	3
TOTAL OFFSETS	3
Total Emissions for Offset for the 2016 Reporting Year	
TOTAL OFFSETS	3,326

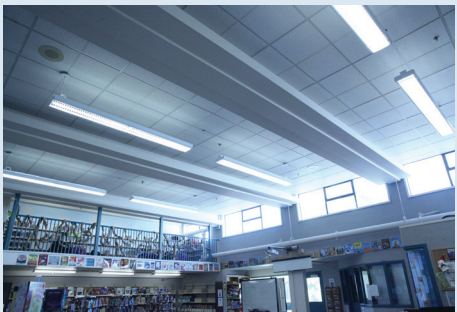
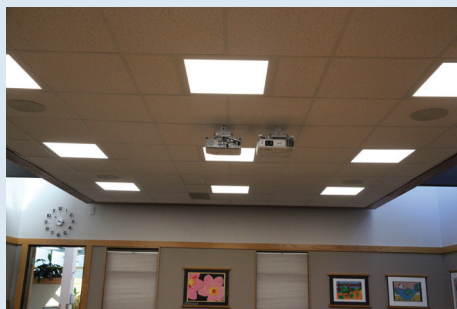
OFFSETS APPLIED TO BECOME CARBON NEUTRAL IN 2016

Of all the greenhouse gas emissions generated, a total of 3,323 tonnes of emissions offsets have been applied to become carbon neutral for 2016. This total was adjusted by 3 tonnes based on units consumed in 2015 but not reported previously due to billing delays.

EMISSIONS TRENDS

Since 2010, School District 42 has seen a 15% reduction in emissions.





2016 RETROFITS

Lighting upgrades have been completed at Pitt Meadows Secondary, Samuel Robertson Technical, Harry Hooke Elementary, Yennadon Elementary, Glenwood Elementary, District Education Office and Maple Ridge Annex. A heating, ventilation and cooling upgrade at Samuel Robertson Technical was also completed by March 31, 2016. The total estimated ongoing energy savings associated with these projects are \$85,328.

A number of changes happened in 2016 that affected the roll out of the planned 2016 energy management projects. These changes include: decrease in BC Hydro incentive funding and increase in capital costs. As such, the school district has assessed all of the schools in the Energy Management Plan and only chose to go ahead with the projects that had the best financial payback.

The 2016 bundle of projects include heating, ventilation and cooling upgrades at Highland Park Elementary, Garibaldi Secondary, Westview Secondary, Yennadon Elementary and Glenwood Elementary. These projects were completed by December 2016 and the associated estimated ongoing energy savings are \$49,340.

The total greenhouse gas emission reduction associated with the above noted projects is 217 tonnes of CO2 emissions.

SPOTLIGHT: WESTVIEW SECONDARY

In addition to the above noted 2016 projects, the school district also completed a major heating, ventilation and cooling mechanical upgrade at Westview Secondary School. This project included the purchase and installation of 46 high efficiency roof top heat pumps with gas fired back-up heating and new high efficiency domestic hot water tanks.

The estimated greenhouse gas emissions reduction associated with this project is 141 tonnes of CO2 emissions. The reduction results from a decrease in natural gas consumption, however the heat pumps will use more electricity.



ENGAGEMENT FRAMEWORK

- In June 2016 the School District invited a group of students and staff to brainstorm principles, vision and objectives that would inspire and engage students and staff in energy management.
- The vision statement that will guide this work is: **“Inspire behavior and passion through engaging educational programs that empower all learners to create a culture of environmental sustainability.”**
- Four engagement objectives were created: (1) implement creative strategies that are aligned with the curriculum, (2) utilize online tools to share conservation and energy management information and stories, (3) create opportunities for students and educators to design and implement activities to reduce electricity consumption by (2%) in their schools and (4) foster industry schools partnerships that support conservation curriculum, learning and work experience opportunities for students.



SD42 LAUNCHES **PILOT ORGANICS PROGRAM**

In October 2016, the school district in partnership with Ridge Meadows Recycling created a new pilot program aimed at reducing the amount of garbage going to the landfill and diverting it to organics and recycling. Six schools participate in this pilot.

In 2015, Metro Vancouver introduced a ban on organics in the regular garbage stream, noting that food waste comprises about 40 percent of garbage, and almost a third of the food we buy ends up in the garbage. The pilot is seeing results already by having diverted 3.18 tonnes of organics from the landfill during October and November 2016.

To ensure a successful roll out, the organics program follows a consistent engagement framework that is custom-tailored for each school and that takes buy-in from all staff and students in the schools.



IN THE NEWS

SD42 LAUNCHES PILOT ORGANICS COLLECTION PROGRAM IN CLASSROOMS

Students and staff from six school district schools can now divert organics and recycling from the waste in an effort to make a positive contribution to the school and the environment.

PEDAL POWER: STUDENTS LEARN ABOUT GENERATING THEIR OWN ELECTRICITY DURING SD42 ENERGY CHALLENGE

Students at Alexander Robinson Elementary got a chance to hop on the Pedal-A-Watt bicycle built by Connex students, which created enough electricity to illuminate a light bulb. One boy said “We’re taking our muscle power and transferring it into electricity.”

Steve Weibe, principal of SD42 alternate and trades programs, said building the Pedal-A-Watt bike capable of creating enough electricity to power small appliances was a great learning experience for his students.

WESTVIEW SECONDARY RECEIVES PROVINCIAL CASH

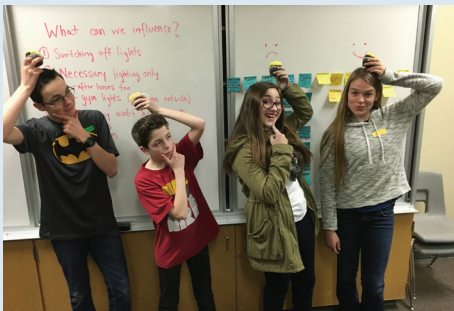
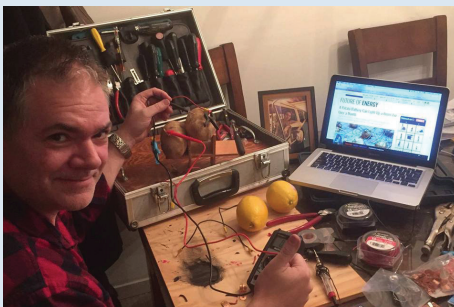
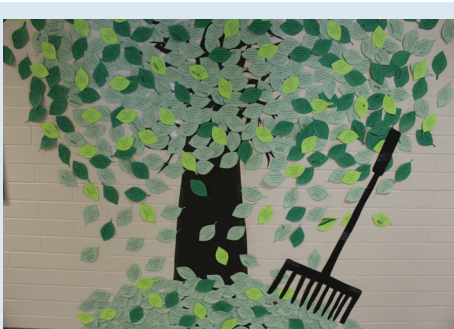
Westview Secondary School will be installing 46 roof top heat pumps with gas-fired back-up heating as part of the second phase of this project.



PEDAL POWER: STUDENTS LEARN ABOUT GENERATING THEIR OWN ELECTRICITY

It was a light-bulb-turning-on type of moment for a class of Grade 6/7 students at Alexander Robinson Elementary. These students got a chance to hop on the Pedal-A-Watt bicycle built by Connex students, and start pedaling, which created enough electricity to illuminate a light bulb.

The pedal power demonstration was part of the school district's annual month-long energy challenge that encourages elementary and secondary schools to save energy. The energy savings support our central purpose: student learning.



PLANS TO CONTINUE REDUCING GREENHOUSE GAS EMISSIONS IN 2017

- Replace and retrofit existing lighting in 11 school district facilities with energy efficient, extended life fixtures.
- Reduce the number of fixtures and expand the existing dark school approach where applicable.
- Heating, ventilation and air-conditioning (HVAC) upgrade opportunities in 11 school district facilities may include: direct digital control (DDC) upgrades, scheduling and security integration, occupancy sensor controls, heating plant optimization and supply air pressure (SAP) reset.
- Prepare school-based energy conservation workshops to ensure students have an active role in reducing our energy consumption.
- Improve communication of the energy conservation initiative to the broader organization to raise energy awareness.
- Continuously improve and review our operational policies in an effort to reduce utility consumption.
- Proactively deliver regular energy intensity reports to departmental personnel for use in raising general awareness and examining variances from established targets.



2016 CARBON NEUTRAL ACTION REPORT

22225 BROWN AVENUE
MAPLE RIDGE, BC
V2X 8N6



ITEM 12

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **SUPERINTENDENT'S UPDATE**

Date: May 17, 2017
(Public Board Meeting)

Information

RECOMMENDATION:

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

To: **Board of Education**

From: Flavia Coughlan
Secretary Treasurer
Alexandra Tudose
Manager, Energy and
Environmental Sustainability

Re: **ENERGY MANAGEMENT PLAN
UPDATE**

Date: May 17, 2017
(Public Board Meeting)

Information

BACKGROUND:

At the March 25, 2015 Public Board Meeting, the Board approved the 2015-2019 Energy Management Plan. The Plan was created based on the high level energy assessments for all 34 school district facilities produced by Quantum Lighting Inc. and SES Consulting. The implementation of all lighting and heating, ventilation and air-conditioning (HVAC) upgrade opportunities identified in the energy management plan will result in estimated energy savings of 4.44 million kWh and 12,800 GJ and estimated annual utilities cost savings of \$0.50 million. In addition to these capital projects, the Energy Management Plan also outlines behavior change projects that will help the school district achieve further energy savings.

Two years into the energy management program, the school district has completed 26 energy upgrades at various locations that translate into estimated ongoing energy savings valued at \$0.35 million.

PROJECT OVERVIEW:

2014/15 Projects

2014/15 projects included Thomas Haney lighting, heating, ventilation and cooling and Webster's Corner Elementary lighting upgrades. The total actual implementation cost for these projects, including lighting and heating, ventilation and cooling upgrades, was \$0.70 million and the estimated ongoing energy savings are \$0.14 million. Additional benefits include improved lighting levels and more consistent lighting.

In March 2015, the school district, in partnership with BC Hydro Schools Program hosted an Energy Ambassadors workshop for Thomas Haney teachers and students. Students who participated in the workshop prepared and presented recommendations for energy conservation to the Board of Education on May 13, 2015. These recommendations have been implemented in the school district.

The 2014/15 Energy Management projects and initiatives translate into estimated ongoing energy savings valued at \$0.14 million. To support these projects, the school district has received \$152,522 for BC Hydro in incentive funding to recognize the energy savings achieved.

2015/16 Projects

A number of behavior change projects were undertaken in 2015/16. On September 22nd, 2015 all school district custodial staff attended one of two training workshops on the newly approved four year Energy Management Plan. In October 2015, the school district organized the first annual month long energy challenge, initiative aimed at raising awareness about energy conservation in schools by decreasing electricity and natural gas consumption. The winning school was Harry Hooge Elementary. In the fall of 2015, Senior Team has approved the creation of the Environmental Sustainability Committee that will investigate, promote, advise, recommend and assist in the implementation of measures that will improve the learning environment of students and working environment of staff through the integration of the principles of environmental sustainability into all school district functions and operations. Lastly, in January 2016, the school district, in partnership with BC Hydro Schools Program hosted a second Energy Ambassadors workshop for Samuel Robertson Technical, Maple Ridge Secondary and Thomas Haney teachers and students.

In 2015/16 lighting upgrades have been completed at Samuel Robertson Technical, Harry Hooge Elementary, Yennadon Elementary, Glenwood Elementary, District Education Office and Maple Ridge Annex. A heating, ventilation and cooling upgrade at Samuel Robertson Technical was also completed. The total actual implementation cost for these projects, is \$1.00 million and the estimated ongoing energy savings are \$85,328.

In 2015/16, the school district also received provincial funding of \$0.84 million for three routine capital projects that will result in additional estimated energy savings of \$10,000.

The 2015/16 Energy Management projects and initiatives translate into estimated ongoing energy savings valued at \$0.09 million. To support these projects, BC Hydro has issued an incentive agreement in the amount of \$147,623 to recognize the energy savings achieved.

2016/17 Projects

In 2016/17 heating, ventilation and cooling (HVAC) upgrades have been completed at Highland Park Elementary, Garibaldi Secondary, Westview Secondary, Yennadon Elementary, Glenwood Elementary and Maple Ridge Secondary. In addition to HVAC upgrades, the school district has completed lighting upgrades at Pitt Meadows Secondary and Maple Ridge Secondary, as well as two small lighting upgrades in the gyms of Albion Elementary and Alexander Robinson Elementary due to end of life of the fixtures. Three HVAC projects are underway at District Education Office, Pitt Meadows Secondary and Eric Langton Elementary. The total estimated cost for these projects is \$1.25 million and the estimated ongoing energy savings are \$122,283.

School District 42 is committed to energy management and conservation that creates long-lasting behavior change. In June 2016 the School District invited a group of students, educators and administrators to brainstorm an engagement framework that would inspire and engage the school district community in energy conservation. The purpose of the workshop was to identify key components that will form a framework for an Energy Management and Conservation Engagement Program. A number of Program objectives were created:

- Identify, implement and measure creative strategies that are aligned with the curriculum and inspire students and educators to be engaged and lead conservation efforts across the District;

- Develop and utilize online tools to share conservation and energy management information and student and educator inspired conservation stories;
- Create opportunities for students and educators to identify, design and implement activities to reduce electricity consumption by (2%) in their schools over the school year;
- Foster industry schools partnerships that support conservation curriculum, learning and work experience opportunities for students.

A number of behavior change projects were undertaken in 2016/17 that were designed based on the four above objectives.

A number of Science teachers at Garibaldi Secondary and the district Librarian alongside the energy manager created a pilot Sustainability Unit plan for Science 9 students. The unit plan aligns with the new curriculum core competencies and big ideas. The unit plan content explores the sustainability of systems and First Peoples knowledge of interconnectedness and sustainability by providing students and teachers with online and paper resources on this topic as well as an in person presentation by the energy manager.

The second annual energy challenge was held in February and the winning school, Alexander Robinson Elementary, designed and implemented activities to reduce electricity consumption for the entire month and explore a broader narrative of how this challenge can be integrated into the school culture and community. There were 11 participating schools this year. To kick off the challenge, Alexander Robinson Elementary students watched a live “pedal power” demo featuring a Pedal-A-Watt bicycle built by Connex students. The students got a chance to hop on the bike and start pedaling, which created enough electricity to illuminate a light bulb.

Lastly, to foster industry school partnerships, our consultants Quantum Lighting made a presentation to the Electrician Level I Apprenticeship students on the newest LED lighting technology and demonstrated this technology.

The 2016/17 Energy Management projects and initiatives translate into estimated ongoing energy savings valued at \$0.12 million. To support these projects, BC Hydro has issued an incentive agreements in the amount of \$68,465 to recognize the energy savings achieved.

Energy Management Plan Update

Two years into the energy management program, the school district has completed 26 energy upgrades at various locations that translate into estimated ongoing energy savings valued at \$0.35 million.

There are however risks inherent in any program. Since 2014, when the school district engaged Quantum Lighting Inc. and SES Consulting to produce high level energy assessments for all 34 school district facilities, we have learned the following:

- When compared to the 2015 project estimates provided by our consultants in the high level energy assessments, we have seen an increase in the capital costs of approximately 40%. This is in part due to the deterioration in the value of the Canadian dollar, the shortage of qualified contractors, and the timelines established by BC Hydro for incentive funding.

- In December 2015, BC Hydro has informed us of a number of Energy Manager Program changes, including discontinuing their incentives for mechanical, heating, ventilation and cooling (HVAC), refrigeration and commercial kitchen projects starting March 1, 2016. Additional changes that will impact our school district include: discontinuing the BC Hydro energy manager program bonus funding and incentive funding caps for energy studies. The updated name for the BC Hydro Energy Manager Program is now the BC Hydro Leaders in Energy Management Program.
- In April 2016, BC Hydro has informed us of a number of additional Energy Manager Program changes, including incentive programs being fully subscribed until April 2017 (such as their Custom and New Construction Incentive Programs), cap of \$300,000 per school district per year for any future incentives, less rigorous sector targets and a change in focus towards demand response and low carbon electrification.

The impact of these changes means slowing the program down in order to maximize incentives.

Project Budget Update:

Energy Management Plan Financial Summary	
Revised Energy Management Plan Projects Cost	
2014/15 Projects	0.70
2015/16 Projects	1.00
2016/17 Projects	1.25
2017/18 Projects (Estimate)	1.50
2018/19 Projects (Estimate)	1.20
Revised Estimated Total Cost	\$ 5.65 M
Energy Management Funding	
Annual Facilities Grant	1.40 M
Carbon Neutral Capital Program (Ministry of Education)	0.46 M
School Enhancement Program (Ministry of Education)	1.70 M
Local Capital Reserve	1.21 M
BC Hydro Incentives	0.39 M
Fortis Incentives	0.01 M
Total Funding to Date	\$ 5.17 M
Potential Additional Funding Required	\$ 0.48 M

RECOMMENDATION:

THAT the Board receive the Energy Management Plan Update, for information.



ITEM 14

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **BCSTA AGM 2017 REPORT OF
PROCEEDINGS**

Date: May 17, 2017
(Public Board Meeting)

Information

BCSTA have issued the attached AGM 2017 Report of Proceedings.

Attachment

AGM 2017

EDUCATING FOR A CHANGING WORLD

REPORT OF PROCEEDINGS

2017-2018 BOARD OF DIRECTORS



L-R: Gloria Jackson from SD28 (Quesnel), *Director*; Alan Chell from SD19 (Revelstoke), *Director*; Donna Sargent from SD38 (Richmond), *Director*; Gordon Swan from SD58 (Nicola-Similkameen), *President*; Stephanie Higginson from SD68 (Nanaimo-Ladysmith), *Vice-President*; Carolyn Broady from SD45 (West Vancouver), *Director*; Teresa Rezanoff from SD51 (Boundary), *Past President*; Mike Roberts, *BCSTA CEO*

PRESIDENT'S REPORT



Trustees, partners and guests – I would like to begin by asking you to look around at the people seated beside you, behind you, in front of you and at yourself, a leader seated among leaders. You are the holders of our organization, with its long history and future possibilities.

The theme for this AGM is Educating for a Changing World, and none of us need to be reminded about how fast the world is changing. And that is not just a reflection of our age!

It has always been this way. But for each generation, and in every year, our world – and the world for which we are preparing our students – sees a pace of change that seems to increase exponentially. There is no ‘standing still’ and little time to reflect. But on this occasion, my last official address as president of BCSTA, I would like to spend a few minutes doing just that – reflecting on the journey we have taken together and the road that lies ahead.

Oliver Wendell Holmes once said that “the great thing about the world is not so much where we stand, as in what direction we are moving.”

I have been guided by those words over the years, and by the deep awareness that lasting progress can only be made with the support of others. Where we are now and where we will go tomorrow is a shared journey and a shared legacy. It is the gift from those before us and our responsibility to those who will follow. So tonight is my opportunity to thank you and to reflect on how you have inspired me and what you have taught me over the past four years.

A deep learning for me, and what has inspired my 18 years of public life is the incredible and humbling role of being a school trustee. Each of you in every meeting you attend, every policy you pass and every time you engage with your community, are shaping the future life chances of students, and the future success of your communities, our province and nation. Those are not just nice words. That is the reality of your role. And what a job you have done.

British Columbia ranks among the very best education systems in the world. That did not happen by chance. It is a result of the great effort and expertise of many partners over many years. Do not be shy about the role of locally elected boards of education in shaping and governing that success. We have been doing that for 113 years, so we know a thing or two about public education!

The path has not been easy or straight, but it has always been forward, and it has always been together. Our success today is because we stand on the shoulders of those who served before us, just as those who will follow will stand on ours.

Another powerful learning has been the strength and wisdom of our membership. There are many sayings about leadership, but one that has always resonated with me is that the person who leads alone leads no one. Meeting and listening to fellow trustees has been one of the most rewarding parts of my presidency.

We are not of a single mind or a single voice, and that is our greatest strength. Our diversity is the essence of democracy. It is why our system elects more than one trustee, more than one board of education. It is why BCSTA is not about the board of directors or the president. It is about the collective wisdom of our membership. Through countless meetings, AGM debates, letters, emails and phone calls I have learned to listen to and respect the richness of your perspectives.

If you listen - not just to those who agree with you but especially with those who do not, the wisdom comes through. It is not always in the loudest voice but it is there in the quieter shared experience. Passion may drive us, but our collective wisdom must guide and sustain us.

It is that guidance from you that has brought about BCSTA's accomplishments of which I am most proud. There are so many things we have achieved together, but I will highlight just a few.

Immediately after my election four years ago we were faced with the dismissal of the BCPSEA Board of Directors. For those of you who shared that experience, you will recall that it was a divisive time for the Association. But we worked hard together to ensure that we not only stuck together but that the voice of trustees was still heard loud and clear in labour relations and negotiations. And the best evidence of that is the role that we played in the recent successful agreement with the BC Teachers Federation. We - your voices - were at the table, we were listened to and helped to shape that agreement.

That voice, that increased influence, is one of the things we should be most proud of. The growth of co-governance has not always been smooth but it continues to grow. While the influence of school boards is threatened in other jurisdictions, BCSTA has become a trusted and respected voice with government and our education partners. We have re-established regular liaison meetings with the Ministry of Education, and we have significantly expanded the number of our working groups, committees and connections with our partners.

That is the strength that comes from partnerships and from pulling together. That is what has sustained us over the past 113 years and will carry us forward for many, many more.

Another key learning for me has been how we can use our collective voice to advocate for public education. We, as locally elected trustees, are not just the representatives of the educational aspirations of our communities. We are the guardians of our schools and the protectors of local democratic control of education.

The fact that provincial elections have been the bookends of my presidency has not escaped me - and it is why our collective voice is so important. I was struck by the comments that Barack Obama made in his last speech in January. He said that democracy does not require uniformity, but it does require a base of solidarity - the idea that for all of our outward differences, we are all in this together - that we will rise and fall as one. Those are his words, not mine, but they are as true for what happens in our local boardrooms as they are for what happens in our provincial and national capitals.

Our political world has become increasingly partisan, more divided and splintered. These differences will become even more evident in the coming weeks of our provincial election. And I suspect we will hear some of that in our own debates this weekend. That is to be expected and debate is healthy, but another one of BCSTA's learnings over the years has been that our advocacy for students and public education does not wear any political stripe. Our advocacy is not about one party or the other.

Provincial parties and governments will come and go - we have seen many in our history - but we are intentionally non-partisan and our advocacy in its many shapes and forms transcends party lines. BCSTA's election campaign messaging that public education is the key has seen a lot of traction, but it is not just a message for elections. It is a vital message that we must continuously bring forward to government and our communities.

Public education needs you. That is why we must continue to work together and stand together. We cannot take our local governance for granted. Democracy, as we have seen, is not a one-way path. It is a garden that needs to be constantly nurtured. No single board can do that alone, nor can any president.

I am ending my term as president feeling very optimistic not only about the future of BCSTA, but the future of public education in BC. We have come a long way.

Collectively we have shaped a public education system that is the envy of much of the world. We all should be very proud of that. We are strong together. We must continue to work together, to learn together and grow together.

There are so many people who have supported me over the years who I want to acknowledge. I hope to get the opportunity to do that over this weekend, but I want to acknowledge all my directors - current and past, and of course the absolutely wonderful staff at BCSTA and the current CEO and past executive directors who have led them. You have all supported and inspired me over the years and I will always be grateful for that. I know that BCSTA is in excellent hands.

But I also want to thank every one of you. You have given me one of the most significant honours of my life. I have been humbled by the trust you have put in me and the guidance you have provided. Most importantly, thank you for the work you do as trustees. You have all stepped up to make a difference. You have spent countless hours on behalf of students, not for the fame and fortune, but because you care and because you believe.

Each day, now and in the future, you can look at the citizens in your communities and our province and know that you had an important part in that. You are helping to shape the future of others and that is your gift to us all.

So, thank you for all that you have done and will continue to do. And thank you for letting me share part of this incredible journey. I am, and will always be, so grateful. Thank you.

PROGRAM

THURSDAY April 20, 2017

TIME / VENUE	EVENT
11:30 A.M. Britannia Ballroom North Foyer	REGISTRATION OPENS
1:00-2:00 P.M. Elmbridge	PRE-CONFERENCE WORKSHOP 1 The Office of the Ombudsperson: BC's Independent Voice for Fairness Jay Chalke, <i>Ombudsperson</i> *Registration fee applies
2:00-3:00 Elmbridge	PRE-CONFERENCE WORKSHOP 2 Legal Issues Related to Board of Education Meetings Audrey Ackah, <i>Legal Counsel</i> , BCSTA *Registration fee applies
3:00-4:00 Elmbridge	PRE-CONFERENCE WORKSHOP 3 Helpful Hints and Procedures for Chairing Effective Meetings John Noonan, <i>Professional Registered Parliamentarian</i> *No registration fee
4:00-5:00 Elmbridge	NETWORKING SESSION (INVITATION ONLY) Board Chairs and Vice-Chairs with BCSTA Board of Directors
7:00-7:35 P.M. Britannia Ballroom A/B	AGM 2017 OFFICIAL OPENING Opening Ceremonies O Canada, McNair Secondary School Choral Ensemble Welcome, Shane Pointe, <i>Member of the Musqueam Indian Band</i> <i>and Coast Salish Nation</i> Welcome Address Teresa Rezanoff, <i>President</i> , BCSTA
7:35-7:45 Britannia Ballroom A/B	NOMINATIONS FOR BOARD OF DIRECTORS
7:45-8:45 Britannia Ballroom A/B	KEYNOTE PRESENTATION Perspectives on BC Politics and Education to Ensure that "Public Education is the Key" Andrew Coyne, <i>Columnist</i> , National Post and former <i>Editor</i> , Maclean's Magazine
9:00 Britannia Ballroom C	PRESIDENT'S RECEPTION AND NETWORKING

FRIDAY

April 21, 2017

TIME / VENUE	EVENT
7:15 A.M. Britannia Ballroom, North Foyer	REGISTRATION RE-OPENS
7:30-9:00	BRANCH BREAKFAST MEETINGS <i>(Full breakfast provided for delegates)</i> <ul style="list-style-type: none"> • Fraser Valley (Steveston D) • Metropolitan Branch (Minoru B) • Northern Interior (Minoru D) • Thompson Okanagan (Minoru C) • Vancouver Island (Minoru A) • Kootenay Boundary (Richmond B) • North West (Cedarbridge) • South Coast (Steveston F)
9:15-9:30 Britannia Ballroom	DAY 2 OPENING REMARKS Teresa Rezanoff, <i>President</i> , BCSTA
9:30-10:30 Britannia Ballroom	PLENARY 1 Aboriginal Education in BC: Where To From Here? Don Avison, <i>Counsel</i> , Avison & Associates
10:30-11:30 Britannia Ballroom	PLENARY 2 "Public Education is the Key": Provincial Election Forum on Education Moderated by: Maria LeRose Jonina Campbell, BC Green Party Rob Fleming, BC New Democratic Party Don McRae, BC Liberal Party
11:30-12:00 P.M. Britannia Ballroom	CELEBRATE PUBLIC EDUCATION Student Traditional Dance Presentation Kwakwaka'wakw Dancers
12:00-1:00 Britannia Ballroom	LUNCH <i>(Lunch provided for delegates)</i>
1:00-2:00	CONCURRENT SESSIONS <i>(See page A12 for session descriptions and locations)</i>
2:00-2:30 Minoru Foyer	REFRESHMENT BREAK

SATURDAY
April 22, 2017

TIME / VENUE	EVENT
2:30-3:30	CONCURRENT SESSIONS (REPEAT) <i>(See page A12 for session descriptions and locations)</i>
3:45-5:00 Britannia Ballroom	BCSTA BOARD OF DIRECTORS' CANDIDATES FORUM
TIME / VENUE	EVENT
7:15 A.M. Britannia Ballroom, North Foyer	REGISTRATION RE-OPENS
7:30-8:15 Minoru A/B/C	BREAKFAST <i>(Full breakfast provided for delegates)</i>
8:30-12:00 P.M. Britannia Ballroom	AGM BUSINESS SESSION <ul style="list-style-type: none"> • BCSTA Committee Introductions • Candidate Speeches • Legislative Committee Report • Election: BCSTA Board of Directors • Debate: Substantive Motions • Debate: Extraordinary Motions • Inauguration of 2017-18 BCSTA Board of Directors
12:00-1:15 Minoru A/B/C	LUNCH <i>(Lunch provided for delegates)</i> Sponsored by: Harris & Company LLP
1:15-5:00 Britannia Ballroom	AGM BUSINESS SESSION CONTINUES <ul style="list-style-type: none"> • Continued Debate: Substantive Motions • Debate: Late Motions
5:00	ADJOURNMENT or RECESS TO SUNDAY <i>(Pending completion of motion debates)</i>

SUNDAY

April 23, 2017

TIME / VENUE	EVENT
BEFORE 8:30 A.M.	BREAKFAST <i>(Delegates on their own for breakfast)</i>
8:30 Britannia Ballroom	AGM BUSINESS SESSION CONTINUES <i>(If motion debates are not completed on Saturday)</i>
8:45 OR LATER Richmond A/B	PROVINCIAL COUNCIL <i>(Following AGM Business Session Adjournment)</i>
12:00 P.M.	ADJOURNMENT

CREDENTIALS COMMITTEE REPORT

WHAT IS THE CREDENTIALS COMMITTEE?

The Credentials Committee for the 2017 AGM was composed of Bev Bellina from SD5 (Southeast Kootenay), Laurae McNally from SD36 (Surrey), Rick Price from SD48 (Sea to Sky), Julie-Anne Runge from SD28 (Quesnel) and Evelyn Skrlac from SD85 (Vancouver Island North). Trustees attending the Annual General Meeting as delegates are appointed to this committee by the BCSTA President. They are responsible for validating all credentials of delegates to the AGM and reporting on attendance at the AGM to the membership. This committee meets as needed at the AGM.

REPORT OF THE CREDENTIALS COMMITTEE

Trustees	272
Life Members*	1
Total Voting Delegates	229
Non-voting Guests	70

*Non-sitting trustees

AGM 2017 SCRUTINEERS

The Scrutineer Committee was led by Patti Dundas, SD36 (Surrey). BCSTA thanks all Secretary-Treasurers who helped during this year's business session.

DISPOSITION OF MOTIONS

EXTRAORDINARY MOTIONS		
E1. Education Committee Name Change	That BCSTA amend the Bylaws of the Association by deleting each reference to "Education Committee" and replacing it with "Professional Learning Committee".	Carried
E2. Finance Committee Name Change	That BCSTA amend the Bylaws of the Association by deleting each reference to "Finance Committee" and replacing it with "Finance and Audit Committee".	Carried
E3. Removal of Honourary President	<p>That BCSTA amend Bylaw 2(a) as follows:</p> <p>2. Officers</p> <p>a. The officers of the Association are:</p> <ul style="list-style-type: none"> i. the Minister of Education who shall be the honourary President of the Association ii. the President; iii. the Vice-President; iv. the immediate past President, but only for a term of one year following the election of a new President v. the Directors, who shall be four (4) in number for those years the immediate past President is an officer of the Association, and five (5) in number otherwise; vi. the Chief Executive Officer, who shall be the secretary-treasurer. <p>Each officer, other than, the Chief Executive Officer and the immediate past President, shall be elected at the Annual General Meeting, shall take office at the conclusion of that Annual General Meeting, and shall hold office until his/her successor takes office at the conclusion of the next Annual General Meeting thereafter, or until he/she ceases to be a trustee serving on a member Board, whichever occurs earlier. In the event that the immediate past President becomes unable to serve on the Board of Directors, or ceases to be a trustee of a member Board, the position shall be deemed vacant.</p>	Defeated

SUBSTANTIVE MOTIONS		
4. Review of BCSTA Bylaws	That BCSTA Board of Directors initiate a review of BCSTA's current bylaws to ensure they continue to best serve the membership and current organizational structure.	Carried
5. Special Advisor's Report Recommendations	That the BCSTA Board of Directors urge the government of British Columbia to engage in extensive consultation with BCSTA before considering the implementation of any of the recommendations in the Special Advisor's Report on School District No. 83, and further, that the BCSTA Board of Directors request that the government of British Columbia release its responses to the School District No. 83 Special Advisor's Report to all boards of education.	Carried
6. Maternity and Parental Leave for School Trustees	That BCSTA advocate for the provincial government to amend the School Act to allow school trustees to take maternity and parental leave without requiring trustees to receive permission from their boards of education to do so.	Carried as Amended
7. Spring Break	That BCSTA co-ordinate a process whereby boards of education that wish to share common spring break times can collaborate to facilitate school calendar development.	Defeated
8. Federal Funding for Support Services for Immigrant Families	That BCSTA urge the B.C. Ministry of Education and the Canadian School Boards Association ("CSBA") to request the federal government provide increased, predictable and stable funding to enable boards of education to provide essential support services for immigrant families settling in communities.	Carried
9. Assessment and Support for Pre-Kindergarten Children	That BCSTA request the Ministry of Education, the Ministry of Children and Family Development and the Ministry of Health ensure preschool children are assessed and have supports in place for entry into kindergarten.	Carried as Amended
10. Student Mental Health	That BCSTA urge the Ministry of Education to collaborate with other relevant ministries to develop a provincial strategy for students facing mental health issues.	Carried
11. Foundation Skills Assessment	That BCSTA urge the Ministry of Education to revise the Foundation Skills Assessment ("FSA") and other provincial assessment reporting such that individual student results are only available to parents and school-by-school comparisons are not possible. And further, that the Ministry of Education's Advisory Group on Provincial Assessment be reconvened to review the proposal and oversee implementation of the new FSA and reporting model.	Carried
12. Incident of Overdose Strategy	That BCSTA urge the Ministry of Education to mandate all BC high schools to adopt an "Incident of Overdose Strategy" that may or may not contain the	Carried

	use of Naloxone kits.	
13. Nighttime Safety Awareness Campaign	That BCSTA request that the Ministry of Education, Ministry of Transportation and Infrastructure, and Insurance Corporation of BC initiate a Nighttime Safety Awareness Campaign.	Carried
14. The Topic of Consent in Sexual Education	That the provincial government be urged by BCSTA to develop a robust public relations campaign on the topic of consent to sexual activity. As part of this campaign, the topic will be taught to every student in British Columbia, and the government would ensure that funding for training for teachers is available for this purpose.	Carried as Amended
15. Consultation Before BC Ferries Schedule Changes	That BCSTA urge the Ministry of Transportation and Infrastructure to consult with local school districts and the Ministry of Education before implementing any BC Ferries schedule changes to determine if there is any significant impact on students.	Carried
16. The United Nations Declaration on the Rights of Indigenous Peoples as the Framework for Reconciliation	That BCSTA call upon the provincial and federal governments to fully adopt and implement the United Nations Declaration on the Rights of Indigenous Peoples as the framework for reconciliation in addressing the educational needs of First Nations, Metis and Inuit students.	Carried as Amended
17. A National Statutory Holiday Honouring the First Nations, Inuit and Metis Peoples of Canada	That BCSTA advocate to the federal government to work with Aboriginal leaders to establish a national statutory holiday that celebrates the cultures and histories of the First Nations, Inuit and Metis peoples of Canada.	Carried
18. Increase Community Link and Vulnerable Student Supplement Funding	That BCSTA request that the Ministry of Education and the Ministry of Finance review and revise the formula for Community Link and Vulnerable Student Supplement funding with the goal of increasing and enhancing supports for vulnerable students in all school districts.	Carried as Amended
19. Senior Leadership Position for Aboriginal Education Achievement	That BCSTA reiterate its request that the Ministry of Education create a permanent, senior leadership position focused on Aboriginal student success.	Carried
20. Support for Equity in Action Initiative	That BCSTA request that the Ministry of Education continue to support the Equity in Action initiative with the goal of extending the initiative to all school districts.	Referred to Provincial Council for consideration at a Provincial Council meeting following the completion of the Ministry of Education's field study to develop an Equity in

		Action toolkit
21. Increased Targeted Funding for Aboriginal Students	That BCSTA request the Ministry of Education and Ministry of Finance increase K-12 Aboriginal Education targeted funding to support student success and achievement.	Carried
22. First Peoples Graduation Course	That BCSTA request the Ministry of Education ensure that the revised BC Grade 10 - 12 Curriculum includes a required First Peoples course as a graduation requirement.	Carried as Amended
23. First Nations Language Development	That BCSTA request the Ministry of Education and the Ministry of Finance provide funding to school districts to jointly develop language curriculum with local First Nations to support the local language in their regions and further to provide the funding to implement provincially approved curriculum.	Carried as Amended
24. Recruitment and Retention	That BCSTA work with the Ministry of Education and the Ministry of Finance to consider strategies to support and address recruitment and retention of teachers, administrators and educational support professionals in rural and remote BC.	Carried
25. Recruitment and Retention for French Programs	That BCSTA request that the Minister of Education and the Federal Government provide immediate and interim funding to school districts offering French Immersion and French as a First Language programs to ensure recruitment and retention by: <ul style="list-style-type: none"> providing increased funding to boards with French Immersion and French as a First Language programs; and, offering student loan forgiveness to teachers who accept teaching positions in French programs in BC. 	Carried as Amended
26. Ongoing Ministry Funding of New Teacher Mentoring Project	That BCSTA encourage the Ministry of Education to increase funding for the New Teacher Mentoring Project which is jointly sponsored by the Ministry of Education, UBC, BCSSA and BCTF.	Carried as Amended
27. Increased Educational Assistant Training Places at Post-Secondary Institutions	That BCSTA advocate for the Ministry of Advanced Education to enhance and target funding to post-secondary institutions to increase the number of trained Educational Assistants and related para-professionals such as Autism Support Workers and Behaviour Support workers.	Carried
28. Equitable Compensation of Non-Educator Management Professionals	That BCSTA advocate to the provincial government and BCPSEA to provide non-educator senior management professionals with compensation that is at least equal to their internal executive team colleagues who are educators.	Carried
29. Recruitment and Retention of Non-Educator Senior Management Professionals	That BCSTA request that the provincial government provide all school districts with the opportunity and flexibility to organize their senior management positions within the same parameters.	Carried
30. Exempt Staff Compensation Funding	That BCSTA send a letter to the Ministry of Education requesting that the costs incurred by boards of education from the exempt staff compensation	Carried

	model changes be fully funded with new money by the provincial government.	
31. Funding for In-Service to Support Aboriginal Education	That BCSTA recommend that the Ministry of Education work to improve outcomes for Aboriginal students by providing funding to school districts to ensure that teachers have continuous access to in-service related to supporting Aboriginal students.	Carried
32. Cultural Competency Resources	That BCSTA recommend that the Ministry of Education and the Association of BC Deans of Education ("ABCDE") work with Aboriginal communities to create and implement resources for teachers in-training that develop indigenous cultural competency and that support professional learning programs related to K-12 Aboriginal success and achievement.	Carried as Amended
33. Review the Current Funding Formula for Public Education in BC	That BCSTA work with the Ministry of Education to establish a working committee in the event that the funding formula for public education comes up for review. The Committee, with representation from the Ministry of Education and the Ministry of Finance, would consult with individual boards of education to identify their school district's unique educational and community needs. This process should precede the work of the Funding Allocation System Technical Review Committee ("TRC") in order to inform the TRC on the priorities and concerns that exist district-by-district, and to assist in the development of a new, fair and equitable funding formula for public education in British Columbia.	Carried
34. Funding Formula	That BCSTA strongly urge the Ministry of Education and Ministry of Finance to consult with BCSTA, BCASBO and BCSSA through the Funding Allocation System Technical Review Committee to develop a new funding formula that accurately reflects the funding needs of districts.	Carried
35. Delivery of Operating Grant Funding	That BCSTA strongly urge the Ministry of Education and Ministry of Finance to commit to delivering all annual operating funds in the single March 15th annual K-12 operating grant funding announcement.	Carried
36. Impact of Homeless Issue on School Sites	That BCSTA urge the Attorney General's Ministry to write legislation to make it an offence to trespass and litter on school property including joint-use facilities and land; and, That BCSTA request that the provincial government reimburse school districts for any extra costs incurred as a result of the use of school property by homeless people; and, That BCSTA request that the provincial government dialogue with municipalities to address the impact of poverty, mental health and addiction on our communities.	Defeated

37. Student Transportation	That BCSTA request the Ministry of Education and the Ministry of Finance provide adequate funding for student transportation responsive to each school district's unique needs.	Carried
38. Indigenous Parent Groups	That the BCSTA Board of Directors urge the Ministry of Education and the provincial government to amend the School Act to include Indigenous Parent Clubs under section 8, Parents' Advisory Council, giving them the same official authorization.	Referred to the Board of Directors

No late motions were approved by the Legislative Committee or assembly for debate at the 2017 AGM.

BRANCH REPORTS

FRASER VALLEY

Member School Districts:

- SD78 (Fraser Cascade)
- SD33 (Chilliwack)
- SD34 (Abbotsford)
- SD35 (Langley)
- SD42 (Maple Ridge - Pitt Meadows)
- SD75 (Mission)

We are represented for our Branch Executive by:

- Shelley Carter, President and Trustee Representative
- TBA, Vice President
- Korleen Carreras, SD42 (Maple Ridge - Pitt Meadows), Education Chair
- TBA, SD78 (Fraser Cascade), Trustee Representative
- Barry Neufeld, SD33 (Chilliwack), Trustee Representative
- Phil Anderson, SD34 (Abbotsford), Trustee Representative
- Alison McVeigh, SD35 (Langley), Trustee Representative
- Mike Murray, SD42 (Maple Ridge-Pitt Meadows), Secretary and Trustee Representative

Our Fraser Valley Branch has had another productive and successful year discussing education, board and staff relations, funding, co-governance, student achievement, facilities, community engagement and advocacy for all students.

We have had discussions on our successes and challenges as trustees. This year saw the branch adjusting our constitution and bylaws with adding a secretary position to the branch executive which has eased up on staff that were attached to the president and education chair. We have worked collaboratively with the two districts that hosted our branch meetings.

Big thanks go out to Chilliwack and Fraser Cascade for making these meetings a great success. We have also added items to our agenda, table discussions, board to board questions and we have had BCPSEA and BCSTA present to us on important updates.

We have some of our districts within branch submit some important motions to Provincial Council and that were approved there and then onto AGM.

Some of our branch members have attended BCPSEA AGM, rural school education meeting, curriculum meeting at BCSSA spring forum and the Columbia Institute Governance Conference. These are just a few of the information sharing and professional development events that are attended and that come from the willingness in this branch of trustees to constantly be up to date on things going on around the province.

I would also like to thank on behalf of the board, the incredible work and collaboration of directors and staff at BCSTA, BCPSEA staff, and the legal and support staff at BCSTA. Mike Roberts, Audrey Ackah and Gordon Swan have been a huge support to our boards and districts within our branch.

Gordon Swan, Donna Sargent and BCSTA branch presidents, thank you for your work and collaboration on the Elections Engagement Committee. Boards, including ours, saw an extremely well thought out approach to keeping the “Public Education is the Key” phrase with Candidates running in the upcoming Provincial Election at the forefront of all discussions.

We had a few of our branch trustees present information at the Columbia Institute Conference and professional development sessions at BCSTA's AGM. Very proud that we have these special people in our branch that have the courage to get up in front of a room filled with fellow trustees from around the province and do exceptional presentations.

I want to thank Fraser Cascade trustee Tustian for her hard work for the past few years as chair of our education committee.

Thank you also to Gordon Swan (BCSTA Director Branch Rep), Cyndi Gerlach (Aboriginal Education Branch Rep), Marie-France Lapierre (School Trustee at Conseil Scolaire Francophone de la Colombie-Britannique Branch Rep) and Renzo Del Negro (BCPSEA), your information sharing this year has been awesome.

My heartfelt thanks to the branch executive for the excellent collaboration and making my job as branch president easier. To all trustees in our branch, thank you for advocating for public education. You have all done an exceptional job this past year. You should be very proud of each other.

In ending, I want to say thank you for allowing me to represent you as branch president. I am honoured and will work hard on behalf of the branch. I look forward to continuing working with each of you and with our partners. Our trustees in the Fraser Valley Branch will continue advocating for our students and families in our districts, and the province, to ensure many successes and improving opportunities for all students in BC.

SUBMITTED BY: Shelley Carter, *Branch President*

KOOTENAY BOUNDARY

Our Branch had a wonderful AGM at the beautiful and historic St. Eogenes Mission in Cranbrook, BC this past September 2016. There was a shortened itinerary this year with presentations on the Friday and AGM on Saturday. The members were then dismissed on the Saturday as opposed to the usual Sunday. During our AGM we voted in our new executive, which is as follows:

- Amber Byklum, SD6 (Rocky Mountain) - Branch President
- Bev Bellina, SD5 (Southeast Kootenay) - Vice President
- Cindy Strukoff, SD51 (Boundary) - Education representative
- Terry Ferworn, SD20 (Kootenay-Columbia) - Education representative alternate

Thank you to our Past President Lora-lee Brekke for all your work during your presidency.

Members of our branch had a motion building session in January 2017. We had a few members participate through conference call and developed one motion for consideration at AGM.

Our next AGM will take place in School District 8 (Kootenay Lake) this coming September 15-16, 2017 at the lovely and unique Ainsworth Hot Springs, BC.

I have appreciated the contact and support that our BCSTA Representative Stephanie Higginson has provide to me over the course of my presidency and wish her the best in her run for BCSTA President.

Teresa, on behalf of the Kootenay Boundary Branch members I would like to express our sincere appreciation for the time, effort, energy and commitment you have given to the Association. Your leadership has been a guiding light for our organization through some tough times in education. We thank you and hope that you can now return back to 'normal' life. Whatever will you do with your time?

SUBMITTED BY: Amber Bylkum, *Branch President*

METROPOLITAN BRANCH

Member School Districts:

- SD36 (Surrey)
- SD37 (Delta)
- SD38 (Richmond)
- SD40 (New Westminster)
- SD41 (Burnaby)
- SD43 (Coquitlam)
- SD44 (North Vancouver)
- SD45 (West Vancouver)
- SD93 (Conseil Scolaire Francophone)

Metropolitan Branch (Metro) has continued to meet monthly with each member district taking turns hosting each other. Attendance and involvement at Metro Branch remains high as trustees share our experiences and concerns about our work supporting students, staff and our communities.

The typical pattern for meetings includes reports and discussion on standing items including updates from the BCSTA Board Representative, Terry Allan, Aboriginal Education Committee Liaison, Erin Evans, Education Committee, Carolyn Broady, ELL Consortium Chair, Val Windsor, Metro Representative to BCPSEA School District and Government Advisory Committee, Terry Allen and, in this Provincial Election year, Elections Engagement Committee, Donna Sargent and Laura Dixon.

Additionally two AGM motions originated at the Metro Branch table:

- i. **FEDERAL FUNDING FOR SUPPORT SERVICES FOR IMMIGRANT FAMILIES**
SUBMITTED BY: SD 41 (Burnaby)

BE IT RESOLVED: That BCSTA urge the B.C. Ministry of Education and the Canadian School Boards Association ("CSBA") to request the federal government provide increased, predictable and stable funding to enable boards of education to provide essential support services for immigrant families settling in communities.

- ii. **ONGOING MINISTRY FUNDING OF NEW TEACHER MENTORING PROJECT**
SUBMITTED BY: METROPOLITAN BRANCH

BE IT RESOLVED: That BCSTA encourage the Ministry of Education to increase funding for the New Teacher Mentoring Project which is jointly sponsored by the Ministry of Education

Once again, we appreciated a high degree of engagement from BCSTA with staff support, Audrey Ackah and Mike Roberts. Roundtable reports from districts continue to be one of the best sources of information for trustees to hear the perspectives of their colleagues on the many issues we have in common. The February 2017 AGM meeting included the re-election of the following table officers:

- Laura Dixon - Chairperson
- Cyndi Gerlach - Vice Chairperson
- Chuck Dennison - Secretary
- Carolyn Broady - Education Committee Representative

SUBMITTED BY: Laura Dixon, *Branch President*

NORTHERN INTERIOR BRANCH

Member School Districts

- SD27 (Cariboo-Chicotin)
- SD28 (Quesnel)
- SD49 (Central Coast)
- SD57 (Prince George)
- SD59 (Peace River South)
- SD60 (Peace River North)
- SD81 (Fort Neslon)
- SD91 (Nechako Lakes)

Branch Executive:

- Tim Bennett SD57 (Prince George) - President
- Linda Martens SD27 (Cariboo-Chicotin) - Vice President (January 2017 - Present)
- Tamara Ziemer SD59 (Peace River South) - Vice President (until January 2017)
- Julie-Anne Runge SD28 (Quesnel) - Education Representative
- Sharel Warrington SD57 (Prince George) - Communications Officer (January 2017 - Present)
- Nadine Frenkel SD91 (Nechako Lakes) - Communications Officer (until January 2017)
- Tanya Gauthier SD28 (Quesnel) - Immediate Past President
- Sue-Ellen Miller SD28 (Quesnel) - Branch Superintendent
- Allan Reed SD57 (Prince George) - Branch Secretary-Treasurer

Our branch would like to send condolences to the family and friends of Heather Hannaford who passed away this past year. Heather was a long serving trustee for School District 60 (Peace River North) and a life member of BCSTA and Northern Interior Branch. Heather's advocacy for students in the north is going to be missed.

We would also like to thank Mike Gagel for being our BCSTA staff liaison and to Donna Sargent for being our liaison to the board of directors. It has been great working with you both.

Highlights from the past year:

- Had the privilege of joining Northwest Branch in September for their meeting in Terrace. It was a great weekend of networking, education and advocacy.
- In November some NIB trustees had the opportunity to attend Learning Forward. While there were not a lot of trustees from our branch in attendance, we know that those in attendance brought back valuable information to our respective boards.
- In January the branch held our Annual General Meeting in Prince George. During the weekend, in addition to the business meeting, we prepared five motions to bring forward to the BCSTA AGM. We also hosted our annual MLA forum. We had four MLA's in attendance this year. Hon. Shirley Bond (Prince George-Valemount),

Hon. John Rustad (Nechako Lakes), Hon. Mike Morris (Prince George-Mackenzie) and Coralee Oakes (Cariboo North).

- In April we attended the BCSTA AGM. Thank you to the assembly for supporting the five motions we brought forward.

SUBMITTED BY: Tim Bennett, *Branch President*

SOUTH COAST BRANCH

Representing School District 47 (Sunshine Coast), School District 47 (Powell River) and School District 48 (Sea to Sky), the South Coast Branch may be the smallest Branch of BCSTA, but we are one of the most diverse.

We operate on the unceded territories of the Skwxwú7mesh Úxwumixw and St'át'yemc Nations in School District 48, the Skwxwú7mesh and Shíshálh Nations in School District 46 and the Tla'Amin Nation in School District 47. This rich history, combined with our small coastal communities, provides unique and exciting opportunities for all our students to learn and be inspired.

In order to keep costs minimal, we typically meet only once a year outside of BCSTA events. Our meeting for this year will be in the fall, hosted by Powell River. Our meetings highlight district successes in supporting students and providing opportunities for trustee professional development.

At the BCSTA 2017 AGM, we elected a new board as follows:

- Ian Kent, SD48 (Howe Sound) - President
- Aaron Reid, SD47 (Powell River) - Vice-President
- Christine Younghusband, SD46 (Sunshine Coast)- Secretary
- Pammila Ruth, SD46 (Sunshine Coast) - Professional Learning Committee representative

It has been a true pleasure to represent my branch colleagues over the past four years. Each one of our districts is incredibly diverse, yet united in our common goals of supporting students and providing excellent public education services.

SUBMITTED BY: Lori Pratt, *Branch President*

THOMPSON OKANAGAN BRANCH

The start of 2016-17 year for Thompson Okanagan Branch was unconventional and perhaps shocking with the dissolution of the SD83 (North Okanagan Shuswap) Board of Education. As a result of the removal of those trustees, we lost our newly elected president, Michel Saab. At this time, I would like to express our thanks to Michel and the district's former trustees for their service.

The loss of our president meant the executive shuffled and filled in the positions, as per the constitution. Nancy Rempel was appointed vice-president and I moved into the position of president. Leah Ward volunteered and was appointed as a member-at-large. Thank you Leah.

Our members enjoyed two well-organized branch meetings this year. The fall meeting was hosted by SD74 (Gold Trail). Trustees toured the newly reorganized/reconfigured Desert Sands Community School, which also served as the venue for the meeting. Two workshops were offered.

One workshop, facilitated by Vince Battistelli, discussed the roles and responsibilities of boards versus staff and governance best practices. The other, facilitated by Alex Wells tested trustees' co-ordination as they attempted to learn how to hoop dance. Saturday morning trustees took part in an excellent discussion around the recommendations in the SD83 (North Okanagan Shuswap) Special Advisors Report.

At the winter meeting, hosts SD58 (Nicola Similkameen) offered OLRC and BCPSEA sessions on the Attendance Support and Wellness program as well as a presentation from the Canadian Mental Health Association around Mental Health and Wellness in the workplace. Later in the evening, Renzo Del Negro provided a comprehensive update on the negotiations around the Supreme Court of Canada's decision on class size and composition. Saturday morning Gordon Swan, chair of the BCSTA Election Engagement Committee, rolled out the EEC campaign and led trustees in engaging conversations.

BCSTA formed the Election Engagement Committee, chaired by Gordon Swan and Donna Sargent along with branch presidents, to craft a campaign to work to make education one of the central issues in the upcoming provincial election. The theme is "Education Is the Key" and we hope that with the key actions, pictures, quotes, short videos and the use of social media boards will raise awareness of the importance of public education to the success of the province. Please continue to share your stories using the hashtag #bcdkey.

The Thompson Okanagan Branch Strategic Plan and Year 1 Plan were adopted at the branch business meeting in February. Thank you to Nancy Rempel, Leah Ward and Carmen Ranta for pulling all our thoughts and ideas together into a cohesive, workable plan.

This year three branch resolutions were crafted and sent to their respective governing bodies. The first resolution, sent to the October Provincial Council, requested that a time limit be instituted for official trustees and setting a date for a by-election. I am happy to say it passed with some amendments. The resolution was followed up with a letter of support to Minister Bernier and a reply was received from Deputy Byng.

The second resolution asking the government to engage in extensive consultation with BCSTA before considering the implementation of any recommendations in the SD83 (North Okanagan Shuswap) Special Advisors Report is up for discussion at this AGM.

The third resolution asking the Ministry of Education to adhere to the school act and treat all boards of education in a fair and equitable manner regarding the dissolution of any board of education, was submitted to this AGM as a late motion.

Thank you to the executive - Nancy Rempel, Leah Ward, Lee-Ann Tiede, Bruce Johnson and Past President Carmen Ranta for their work and dedication this year. Joining the executive is Denise Harper, our new member-at-large. Welcome.

Many thanks to SD67 (Okanagan Skaha) Secretary Treasurer Bonnie Roller-Routley and Executive Assistant Kim Kerr for their work, behind the scenes, to support this branch. Thanks also to the BCSTA Board of Directors and staff for their continual support to the Thompson Okanagan Branch.

A special thank you to Teresa for her years of service to BCSTA and districts around BC. She has represented us well to the public and worked hard to bring trustee and district concerns to the government. (Teresa was presented with a gift certificate and a card signed by branch members).

Finally, I would like to thank all branch members for the work they do for the students in our districts. The work of a school trustee is not easy and many challenges come our way but the reward of student success, in public education, makes those challenges worthwhile.

SUBMITTED BY: Ginny Manning, *Branch President*

VANCOUVER ISLAND

2017-2018 Executive Committee:

- Eve Flynn, SD 69 (Qualicum) - Branch President/Treasurer
- Denise Riley, SD 62 - (Sooke) First Vice-President
- Candace Spilsbury, SD 79 (Cowichan Valley) - Second Vice-President
- Pam Craig, SD 70 (Alberni) - Secretary
- Rob Paynter, SD 61 (Greater Victoria) - Communications Liaison
- Jordon Watters, SD 61 (Greater Victoria) - BCSTA Professional Learning Committee representative
- Candace Spilsbury, SD 79 (Cowichan Valley) - BCSTA First Nations Committee

Since the BCSTA April 2016 Annual General meeting, VISTA Branch members have participated in two professional development and business meetings.

Our fall 2016 gathering was held in the Sooke School District on September 30 - October 1, 2016. Our hosts featured two brand new secondary schools at Royal Bay and Belmont. Our professional development programme featured the following:

- Joan Axford outlined assigning our vision with governance and finance
- Kathleen King-Hunt shared the strategies in schools with the Aboriginal Education Elder Roke model programme.
- Bryan Johnston walked through an elementary school wide process to revise/rewrite their school code of conduct
- Student Support Services presentation on mental health Literacy

Our spring VISTA meeting was hosted by SD 70 (Alberni). On the Friday evening we were honoured to have Don Avison, Ministry of Education and the Government Negotiator in the First Nation Tripartite Education Agreements to review Aboriginal student success and the key objectives for school districts to focus on going forward.

VISTA would like to thank Christine Younghusband for her support and participation in our Branch initiatives. VISTA will continue to advocate for local and provincial issues related to public education.

SUBMITTED BY: Eve Flynn, *Branch President*

EDUCATION COMMITTEE REPORT

COMMITTEE MEMBERSHIP

- Carolyn Broady, Chair - Metro Branch
- Terri-Lynne Huddlestone, Vice-Chair - North West Branch
- Janice Caton - Vancouver Island Branch
- Mary James - South Coast Branch
- Cindy Strukoff - Kootenay-Boundary Branch
- Rose Tustian - Fraser Valley Branch
- Julie-Anne Runge - Northern Interior Branch
- Bruce Johnson - Thompson Okanagan Branch
- Stephanie Higginson - BCSTA Board of Directors Representative
- Pat Duncan - Associate Superintendent, BCSSA
- Lynn Green - BCSTA, Acting Director, Education Services
- Sarah Hunter - BCSTA, Program Assistant, Education Services

Thank you to Trustees Carolyn Broady SD45 (West Vancouver), Janice Caton SD71 (Comox Valley) Stephanie Higginson SD68 (Nanaimo-Ladysmith) and Mary James SD47 (Powell River), Rose Tustian SD78 (Fraser-Cascade) for their contributions to the work of the Education Committee over this past year.

MEETINGS

The BCSTA Education Committee met four times from April 2016 to April 2017:

- May 27 & 28, 2016 - BCSTA - Formal Planning Meeting
- October 28, 2016 - Richmond - Formal Meeting prior to PC
- February 17, 2017 - Vancouver - Formal Meeting prior to PC
- April 6, 2017 - Conference Call - Planning re Trustee Academy 2017

The minutes of the formal meetings can be found on the [BCSTA website](#).

TRUSTEE PROFESSIONAL LEARNING GUIDE

The Education Committee has offered ongoing advice on the development of a learning resource for trustees and recommended creation of an ad hoc working group to support development of the resource. The learning guide will be completed by the end of June, 2017.

The Working Group includes: Carolyn Broady, Megan Dykeman, Stephanie Higginson, Mary James, Peg Orcherton, Carmen Ranta, Christine Younghusband, Mike Roberts (Chair), Anne Copper (Chief Editor), and BCSTA staff Lynn Green, Valerie Overgaard and Mark Regier.

PROFESSIONAL LEARNING EVENTS

Learning Forward

The Trustee Academy was not held in 2016. Instead BCSTA members were encouraged to attend the Learning Forward conference in December, 2016. The Education Committee offered input regarding plans for the event to the president of Learning Forward BC.

AGM (April 20 – 23, 2017)

The Education Committee recommended the theme for AGM 2017: Educating for a Changing World, and made suggestions related to the program content and speakers. It was recommended that student dancers from Vancouver Island North perform in recognition of “Celebrate Public Education”. The Committee would like to see expanded opportunities for students from across the province to perform and contribute to future AGM’s. Members will encourage this at their branch meetings.

Committee members served as hosts of the concurrent sessions during AGM, and supported efforts to promote CSBA registration.

A small working group (Janice Caton, Terri-Lynne Huddleston – Chair and Bruce Johnson) reviewed and identified questions that were submitted by members and subsequently used during the BCSTA Board of Directors Candidates Forum.

Canadian School Boards Association (July 5-8, 2017)

The Committee has offered suggestions regarding program design, content and speakers for the National Trustee Gathering for Aboriginal Education and the CSBA Congress. The CSBA Planning Group includes Carolyn Broady (Chair, Education Committee), Donna Sargent (BCSTA Board of Directors), Candace Spilsbury (Chair, Aboriginal Education Committee), Valerie McLeod (Executive Director, CSBA), and BCSTA staff Mike Roberts, Lynn Green, Sara Hunter, Glenda Ollero, Valerie Overgaard.

Future Events

Dates have been set and venues booked for Trustee Academy (November 23-24, 2017; November 29-December 1, 2018; November 28-30, 2019); AGM (April 26-29, 2018; April 25-28, 2019) and the New Trustee Academy (tentative: January 25-26, 2019)

The Education Committee has begun discussion about potential themes, program ideas and speakers, and has made specific recommendations regarding the theme and speakers for Trustee Academy, 2017. This discussion will continue at the next meeting on May 26 – 27, 2017.

JOINT MEETINGS WITH ABORIGINAL EDUCATION COMMITTEE

Joint meetings were held in October, 2016 and February, 2017. The committee chairs co-developed the agenda, and alternated chairing the meetings. A commitment was made to collaborate on event planning and debriefs, and to embed aboriginal education content into our work. Agendas for both meetings included discussion about AGM 2017 and NTGAE/CSBA Congress. Committee members offered to host sessions at both events.

NEW NAME FOR EDUCATION COMMITTEE

At the October, 2016 meeting the following motion was unanimously passed by the committee: “That the BCSTA Board of Directors and the Education Committee support the name change from ‘Education Committee’ to ‘Professional Learning Committee’.” The motion was subsequently passed at AGM.

NEXT MEETING

The Professional Learning Committee will meet again on May 26-27, 2017. The agenda will include discussion of the trustee professional learning guide and planning for future professional learning events.

SUBMITTED BY: Carolyn Broady, *Chair*

ABORIGINAL EDUCATION COMMITTEE REPORT

COMMITTEE MEMBERSHIP

- Candace Spilsbury, SD79 (Cowichan Valley), Chair, Liaison to VISTA Branch
- Cyndi Gerlack, SD44 (North Vancouver), Vice-Chair, Liaison to Fraser Valley Branch
- Erin Evans, SD60 (Peace River North), Liaison to Metro Branch
- Frank Johnson, SD49 (Central Coast), Liaison to Northern Interior Branch
- Linda Dolen, SD81 (Fort Nelson), Liaison to Thompson Okanagan Branch
- Larry Ransom, SD70 (Port Alberni), Liaison to Kootenay Boundary Branch
- Val Adrian, SD74 (Gold Trail), Liaison to South Coast Branch
- Fannie Vance, SD87 (Stikine), Liaison to North West Branch
- Gloria Jackson, SD28 (Quesnel), BCSTA Board of Directors Ab Ed Committee Liaison
- Mike P. Gagel, BCSTA Manager of Information Technology, Staff Support to Ab Ed Committee

The minutes of all Aboriginal Education Committee meetings are available at bcsta.org/ctteeabed. The three most recent meetings are always listed at the top of the page. In addition, a handful of useful Aboriginal Education resources are available on the same page, and are located in the Resources folder.

The BCSTA Aboriginal Education Committee met in Victoria in August 2016 to plan the year ahead. They were hosted by the Ministry of Education Aboriginal Education Department and the committee met with:

- Ted Cadwallader, Director of Aboriginal Education
- Diane Turner, Chief Election Officer
- Don Avison, Advisor to Deputy Minister

The Committee met again in October 2016 and in February 2017 in conjunction with BCSTA's Provincial Council meetings. At Provincial Council, the Aboriginal Education Committee holds a joint meeting with the Education committee to discuss topics of mutual concern and to collaborate on BCSTA events. A new development is shared chairing of the joint meetings.

During their liaison call-outs to Branches over the past year, Aboriginal Education Committee members gathered examples of successes and concerns. Questions covered this year are:

- What early learning opportunities are available for Aboriginal children including StrongStart in your District & community? What is the update by Aboriginal families? How are you engaging Aboriginal families?
- Are you aware of and do members of your Board attend Aboriginal cultural gatherings?
- What does your District do to orient new teachers and staff on Aboriginal culture?
- How does your District use the "How are we doing?" document? What changes to the document would you like to recommend?
- Do you have any highlights and/or concerns you would like to share with the Aboriginal Education Committee?

A summary of the provincial responses was completed by a committee member and is posted on the BCSTA Aboriginal Education Committee website (bcsta.org/ctteeabed). The information informs the Committee in moving forward to support Aboriginal students' achievement and success.

At the February meeting, the Committee met with Kaleb Child and Scott Benwell of the Ministry of Education, who are working on the Equity in Action project. They will be conducting field trials in the following districts: SD68 (Nanaimo-Ladysmith), SD28 (Quesnel), SD23 (Central Okanagan), SD59 (Peace River South), SD82 (Coast Mountains), and SD37 (Delta). Their resulting toolkit will be released in July 2018.

At the February meeting, the committee also met with Juanita Coltman, K-12 Policy Manager with FNEC, who spoke about some FNEC initiatives and specifically to request support for the inclusion of a required First Peoples Course in the revised Grade 10-12 curriculum. FNEC has also requested support for their 23 Recommendations to the Ministry of Education for the Framework for Enhancing Student Learning.

Hoping to further the work of improving Aboriginal Student achievement and success, the Aboriginal Education Committee brought forward the following motions to the AGM which were passed by the Assembly (a few with minor changes):

1. That BCSTA reiterate its request that the Ministry of Education create a permanent senior leadership position focused on Aboriginal Student Success. This is a follow-up to AGM 2016-04 Resolution #27.
2. That BCSTA request the Ministry of Education and Ministry of Finance increase K-12 Aboriginal Education targeted funding to support student success and achievement.
3. That BCSTA recommend that the Ministry of Education work to improve outcomes for Aboriginal students by providing funding to ensure that teachers have continuous access to in-service related to supporting Aboriginal students.
4. That BCSTA recommend that the Ministry of Education & the Association of BC Deans of Education (ABCDE) work with Aboriginal communities to develop and implement resources for teachers in training that develop indigenous cultural competency and that support professional learning programs related to K-12 Aboriginal student success and achievement.
5. That BCSTA requests the Ministry of Education ensure that the revised BC grade 10-12 curriculum includes a required First Peoples course as a graduation requirement.
6. That BCSTA requests that the Ministry of Education and Ministry of Finance provide adequate funding for student transportation responsive to each School District's unique needs.
7. That BCSTA requests that the Ministry of Education & Ministry of Finance review and revise the formula for Community Link & Vulnerable student supplemental funding with the goal of increasing and enhancing supports for vulnerable students in all school districts.
8. That BCSTA request the Ministry of Education and the Ministry of Finance provide funding to School Districts to jointly develop language curriculum with local First Nations and support the local language in their regions and further, to provide the funding to implement provincially approved curriculum.

One AGM motion from the Aboriginal Education Committee was referred to Provincial Council by the Assembly on completion of the initiative:

That BCSTA request that the Ministry of Education support the Equity in Action initiative with the goal of extending the initiative to all School Districts.

The committee has been engaged in supporting the planning for the CSBA Conference in Whistler in July 2017, particularly with the National Gathering for Trustees on Aboriginal Education. The committee will host a "Welcome Booth" with displays on committee work and examples of Aboriginal Student Success in BC; the committee's display will also include representation and materials from FNEESC, MOE and BCPVPA. Committee members began introducing/thanking speakers at the AGM and will continue at the National Gathering. The summer planning meeting is scheduled for July 4, 2017.

Finally, two of the committee members have reached the end of their 3-year terms: Linda Dolen, who has now completed an extra year and Fannie Vance. The remaining members wish to thank them for their excellent volunteer work on behalf of BC's aboriginal students.

SUBMITTED BY: Candace Spilsbury, *Chair*

LEGISLATIVE COMMITTEE REPORT

ROLE OF LEGISLATIVE COMMITTEE

The main responsibility of the Legislative Committee is to prepare the motions for the Annual General Meeting. Under Bylaw 11a, the Legislative Committee has the responsibility “to examine, correlate, amend, reject and report upon notices of motions submitted to it.” Under Bylaw 7l, the Legislative Committee is also responsible for reviewing motions submitted to Provincial Council to ensure that they are of an emergent nature. The Legislative Committee does not assess the merits of the motions that are submitted to Provincial Council and AGM.

The current 2016-2017 Legislative Committee is comprised of the following members:

- Lenora Trenaman, Chair, SD8 (Kootenay Lake)
- Linda Van Alphen, Vice-Chair, SD67 (Okanagan Skaha)
- Carolyn Broady, SD45 (West Vancouver)
- Rick Price, SD48 (Sea-to-Sky)
- Christine Younghusband, SD46 (Sunshine Coast)

Audrey Ackah (Legal Counsel) and Kylie Blenkhorn (Program Assistant, Legal) provide staff support to the Legislative Committee.

The Legislative Committee held five meetings this year:

- four on-line meetings; and,
- one two-day in-person meeting.

REVIEW OF AGM STRUCTURE PROJECT

The 2016-2017 BCSTA Strategic Direction and Work Plan calls for “the Legislative Committee to initiate review of AGM structure” and make its “initial recommendations to the Board on AGM structure.” The Board of Directors approved terms of reference for this project which are available on the BCSTA website. The Board asked the Committee to consider various issues related to AGM structure including the following:

- Timing of Provincial Council: In recent years, Provincial Council has met on the Sunday following the AGM Business session: Should this practice continue or should Provincial Council be moved to a different day in the AGM schedule?
- AGM Business Session: The business session currently starts on the Saturday of AGM and carries over onto the Sunday of AGM if required. Should BCSTA continue with this format? Should the AGM business session occur earlier in the AGM schedule?

The Committee held several meetings and conducted research regarding AGM structure. In addition, the Committee surveyed member boards of education regarding the hotel and travel arrangements which boards made in order to attend the 2016 BCSTA AGM. At the February 2017 Provincial Council, Committee

members led a discussion about AGM structure and obtained verbal and written feedback from Provincial Councilors. Issues considered by the Committee as part of the AGM Structure Review Project included:

- Existing commitments included in contracts with hotels for AGM 2017, 2018 and 2019;
- BCSTA's Bylaws, Operational Guidelines and Policy Book;
- Costs (e.g. travel and accommodation costs for BCSTA member boards of education to attend AGM and Provincial Council);
- Provincial Councilor attendance records for April Provincial Council meetings;
- Processes available to address amendments to the BCSTA budget that result from motions that are passed by the assembly at AGM;
- Feedback from Provincial Councilors;
- Comments and suggestions provided by trustees in response to the AGM feedback survey questions which BCSTA distributes to trustees after each AGM (e.g. comments about the business meeting, suggestions about the timing of Provincial Council) ;
- Meeting minutes from the April 2012-2016 Provincial Council meetings to determine whether emergent matters had been considered during these meetings;
- Historical information about when the AGM business sessions and April Provincial Council meetings were scheduled to take place;
- Feedback from the BCSTA Education Committee; and,
- The Terms of Reference for the Review of AGM Structure Project

The Committee considered the relevant research and developed several AGM structure scenarios. The Committee identified benefits and drawbacks associated with each scenario. The Committee made the following recommendations to the BCSTA Board of Directors regarding AGM Structure:

1. that starting in 2018, BCSTA schedules the Provincial Council held in conjunction with AGM to take place on Saturday morning prior to the start of the business session.
2. that starting in 2018, BCSTA schedules the AGM business session to take place on Saturday from 8:30 am to 5 pm with the possibility of continuing business on Sunday morning between 9 am and noon, if needed.
3. that BCSTA include in its post AGM surveys, questions regarding the timing of Provincial Council and the AGM business session.

The AGM schedule which the Committee recommended is guided by the Committee's desire to ensure that sufficient time is set aside for the Association to conduct the important work which takes place at AGM. The Committee has recommended revisions to the AGM and April Provincial Council surveys so that members can evaluate and provide feedback about the revised AGM structure. The Committee appreciates the feedback which members provided to the Committee regarding AGM structure.

REVIEW OF 2016/2017 PROVINCIAL COUNCIL MOTIONS

In September 2016, the Legislative Committee reviewed seven motions which were submitted by the motion submission deadline for the October 2016 Provincial Council meeting. The Legislative Committee recommended merging three motions regarding exempt staff compensation into one motion. The Committee also recommended merging two motions regarding the Rural Education Enhancement Fund into one motion. The sponsoring boards accepted the Committee's recommendations. The Legislative Committee approved four motions for debate at the October 2016 Provincial Council meeting.

At the Legislative Committee's January 2017 meeting, the Committee reviewed four motions that were submitted to BCSTA by the motion submission deadline for the February 2017 Provincial Council meeting. The Legislative Committee determined that all four motions were emergent.

PREPARATION OF MOTIONS FOR THE 2017 ANNUAL GENERAL MEETING

Thirty-seven motions were submitted to the Chief Executive Officer by the deadlines specified in BCSTA's Bylaws for receipt of extraordinary and substantive AGM motions. One of these motions was referred to AGM by Provincial Council during the October 2016 Provincial Council meeting.

The Legislative Committee reviewed these motions and recommended revisions regarding the motions and rationales following consultation with the movers of the motions. At the Committee's request, a BCSTA Branch Association agreed to divide its motion regarding funding into two separate motions.

The Committee merged two motions regarding the Foundation Skills Assessment as the motions were similar. The Committee severed a motion regarding non-educator senior management staff into two separate motions for clarity. The Committee amended various motions to address issues such as clarity, accuracy and consistency with BCSTA style conventions.

A total of 38 motions will be presented at AGM 2017 divided into the following categories:

- A. Extraordinary
- B. BCSTA
- C. Boards of Education
- D. Students/Educational Programs
- E. Teachers/Personnel and Employee Relations
- F. Education Finance
- G. School Premises, Facilities, Services
- H. Other

RECOMMENDATION

That the Annual General Meeting consider the motions as printed in the Handbook.

BCSTA PARTIAL LIST OF COMMITTEES AND COMMITTEE MEMBERS

BRANCH PRESIDENTS

Tim Bennett, Northern Interior Branch
Amber Byklum, Kootenay Boundary Branch
Shelley Carter, Fraser Valley Branch
Laura Dixon, Metropolitan Branch
Eve Flynn, VISTA Branch
Tina Last, North West Branch
Ginny Manning, Thompson Okanagan Branch
Lori Pratt, South Coast Branch

ABORIGINAL EDUCATION COMMITTEE

Candace Spilsbury, Chair, SD79 (Cowichan Valley)
Cyndi Gerlach, Vice-Chair, SD44 (North Vancouver)
Valerie Adrian, SD74 (Gold Trail)
Linda Dolen, SD81 (Fort Nelson)
Erin Evans, SD60 (Peace River North)
Gloria Jackson, Board of Directors Liaison, SD28 (Quesnel)
Frank Johnson, SD49 (Central Coast)
Larry Ransom, SD70 (Alberni)
Fannie Vance, SD87 (Stikine)

EDUCATION COMMITTEE

Carolyn Broady, Chair, Metro Branch
Terri-Lynne Huddlestone, Vice-Chair, North West Branch
Stephanie Higginson, Board of Directors Liaison
Janice Caton, VISTA Branch
Mary James, South Coast Branch
Bruce Johnson, Thompson Okanagan Branch
Cindy Strukoff, Kootenay Boundary Branch
Rose Tustian, Fraser Valley Branch
Julie-Anne Runge, Northern Interior Branch
Pat Duncan, BCSSA

FINANCE COMMITTEE

Alan Chell, Chair, Board of Directors
Rosann Brunton, SD20 (Kootenay-Columbia)
Marie-France Lapierre, SD93 (CSF)
Mike Murray, SD42 (Maple Ridge-Pitt Meadows)
Franci Stratton, SD44 (North Vancouver)

LEGISLATIVE COMMITTEE

Lenora Trenaman, Chair, SD8 (Kootenay Lake)
 Linda Van Alphen, Vice-Chair, SD67 (Okanagan Skaha)
 Carolyn Broady, SD45 (West Vancouver)
 Rick Price, SD48 (Sea-to-Sky)
 Christine Younghusband, SD46 (Sunshine Coast)

AGM CREDENTIALS COMMITTEE

Bev Bellina, SD5 (Southeast Kootenay)
 Laurae McNally, SD36 (Surrey)
 Rick Price, SD48 (Sea to Sky)
 Julie-Anne Runge, SD28 (Quesnel)
 Evelyn Skrlac, SD85 (Vancouver Island North)

COMMITTEES AND WORKING GROUPS

Deputy Minister's Sector Advisory Council
 Partner Liaison Meeting Planning Committee
 Learning Forward Conference Planning Committee
 Canadian School Boards Association Board of Directors
 CSBA National Congress and National Trustee Gathering on Aboriginal Education
 Planning Committees
 BCPSEA Advisory Committee
 BC Teachers' Council
 Teacher Qualification Service Board of Directors
 Ministry of Finance Schools Protection Program Advisory Committee
 Ministry of Education Service Delivery Project Technical Task Force
 Government Rural Education Working Group
 BC School Sports Committee
 BCTF/BCSTA Group Life Insurance Committee
 K-12 Aboriginal Education Partners' Group
 English Language Learners Consortium
 Ministry of Education Leadership Development Working Group
 Ministry of Education Financial Health Working Group
 BCPSEA Bargaining Team
 BCPSEA/MOE Memorandum of Agreement Implementation
 Working Group
 Ministry of Education Service Delivery Project Advisory Committee
 Ministry of Education Service Delivery Project Employment Practices Liability
 Working Group
 BC Centre for Safe Schools
 Local Elections Campaign Financing Act Technical
 Advisory Committee
 Ministry of Education Continuing Professional Development
 Advisory Committee
 Ministry of Education review of curriculum, assessment
 and reporting

Ministry of Education Student Transportation Working Group
Ministry of Education Committee on Coding
Ministry of Education Student Mental Health Working Group

AD HOC COMMITTEES

Provincial Election Engagement Committee
Board of Directors Ministry Executive quarterly Working Group
Finance Committee working group on BCSTA Lease Options
Maternity and Parental Leave Committee

REPRESENTATIVES TO EXTERNAL COMMITTEES

Deputy Minister's Sector Advisory Council
BCPSEA Advisory Committee
BC Teachers' Council
Teacher Qualification Service Board of Directors
Government Rural Education Working Group
K-12 Aboriginal Education Partners Group
English Language Learners Consortium
BCPSEA Bargaining Team
Ministry of Education Service Delivery Project Advisory Committee
BC Centre for Safe Schools
Ministry of Education Continuing Professional Development Advisory Committee

OTHERS

New Learning Guide Working Group

RECORD

Pursuant to provisions of 72 (1) of the *School Act*, the following report is a general statement of: (a) matters discussed; and (b) the general nature of decisions resolved at the following meetings from which persons other than Trustees or officers of the Board, or both were excluded:

April 12, 2017 Closed

Call to Order	Meeting called to order at 1:04 p.m.
Motion of Exclusion	Approved
Approval of Agenda	Approved as amended
Approval of Minutes	Approved as circulated
Secretary Treasurer Decision Item	Approved as circulated
Chairperson Item	Received
Superintendent Decision Items	Approved as circulated
Secretary Treasurer Decision Item	Approved as circulated
Superintendent Information Item	Received
Secretary Treasurer's Information Item	Received
Board Committees	Received
Trustee Reports	Received
Adjournment	Meeting adjourned at 2:46 p.m.