



**PUBLIC MEETING
OF THE BOARD OF EDUCATION**

Wednesday, May 18, 2016
Time: 6:00 p.m.

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

"Great things are not done by impulse, but by a series of small things brought together"
Vincent van Gogh.

A G E N D A

A. OPENING PROCEDURES

ITEM 1

1. Call to Order
2. Correspondence
 - Tony Cable, Chair, School District No. 57 (Prince George)
 - Mike Bernier, 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 27, 2016 **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. Tony Cotroneo, Greg Moore Youth Services: Youth Survey **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. Linda Meyer: Regular Student Transportation **ITEM 4**

E. DEFERRED ITEMS

F. DECISION ITEMS

1. Chairperson
2. Superintendent of Schools
 - a) Funding for PAC's and DPAC **ITEM 5**
 - b) Grades K to 9 Distributed Learning Program **ITEM 6**
 - c) IB Career Related Programme (CP) **ITEM 7**
 - d) Calendar Change **ITEM 8**
3. Secretary Treasurer
 - a) Rental Rates 2016/17 **ITEM 9**
4. Board Committees
 - a) Budget
 - b) Finance
 - c) Board Policy Development

- i. Policy 9430: Physical Restraint and Seclusion in School Settings ITEM 10
- ii. Policy 2400: School Board Meeting Proceedings ITEM 11
- d) Education
- e) Aboriginal Education

G. INFORMATION ITEMS

- 1. Chairperson
- 2. Superintendent of Schools
 - a) Carbon Neutral Action Report ITEM 12
 - b) Superintendent's Update ITEM 13
- 3. Secretary Treasurer
- 4. Board Committees & Advisory Committee Reports
 - a) Finance
 - b) Budget
 - c) Board Policy Development
 - d) Education
 - e) Aboriginal Education
 - f) Inclusive Education
 - g) French Immersion Advisory
 - h) District Student Advisory
 - i) Round Table with Partners
 - i. Minutes of May 4, 2016 Meeting ITEM 14
 - j) Facilities Planning

H. TRUSTEE MOTIONS AND NOTICES OF MOTIONS

I. TRUSTEE REPORTS

- 1. BC School Trustees Association Provincial Council
- 2. District Parent Advisory Council
- 3. Joint Parks and Leisure Services
- 4. Municipal Advisory & Accessibility
- 5. Maple Ridge-Pitt Meadows Arts Council
- 6. Ridge Meadows Education Foundation
- 7. Social Planning Advisory:
<http://www.mapleridge.ca/AgendaCenter/Social-Planning-Advisory-Committee-10>
- 8. Tzu Chi Foundation
- 9. Other Board Liaison Representative Reports
- 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 18, 2016
(Public Board Meeting)

Information/Decision

1. *CALL TO ORDER*
2. *CORRESPONDENCE (Information Item)*
 - Tony Cable, Chair, School District No. 57 (Prince George)
 - Mike Bernier, Minister of Education

RECOMMENDATION:

THAT the Board receive the correspondence for information.

Attachments

3. *APPROVAL OF AGENDA (Decision Item)*

RECOMMENDATION:

THAT the Agenda be approved as circulated.

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



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

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

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

April 28, 2016

The Hon. Mike Bernier, MLA
Minister of Education
PO Box 9045, STN PROV GOVT
Victoria, B.C.
V8W 9E2

Dear Minister Bernier:

On Tuesday, April 26 2016 the Board of Education's regular public meeting was held in the library of McBride Secondary School.

During the meeting the Board's Education Services Committee reported on the Annual Facility Grant Plan for 2016-2017 and the subsequent four years. The presentation noted the many projects to be undertaken and highlighted those related to heating system upgrades and boiler replacements that significantly improve the energy efficiency of the school district and reduce its carbon footprint.

Later in the meeting the Board of Education adopted Capital Project Bylaw 127094 in support of the Ministry's funding of the 2016-2017 Annual Facility Grant.

The Board also passed the following motion:

That the Board of Education write a letter to the Minister of Education calling on government to increase Annual Facility Grant Funding each year for the next three years to better meet the needs of our facilities.

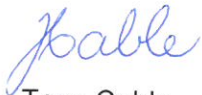
School District No. 57 (Prince George) appreciates the Annual Facility Grant funding. It also appreciates the Carbon Neutral Capital Project funding that it has received in recent years. We also extend our appreciation for the two projects approved by the Ministry in last year's Routine Capital Maintenance funding program to address needed upgrades for student safety and energy efficiency at Polaris Montessori Elementary School. We are hopeful of similar positive funding announcements related to our applications submitted to the 2016-2017 Carbon Neutral Capital Program and the \$40 million School Enhancement Fund which was announced on March 14, 2016.

In our submission to the 2014 Select Standing Committee on Finance and Government Services we recommended that the government increase the Annual Facility Grant annually over the next five years by \$10 million per year to address the known provincial shortfall of funding to extend the useful life of schools and facilities.

While the School Enhancement Fund addresses in part our recommendation to the Select Standing Committee, there is no indication that this Fund will continue predictably each year.

Also the School Enhancement Fund and the Carbon Neutral Capital Program both require separate application processes including obtaining third party consultant reports at the school district's expense in support of the applications. As school districts are required by the Ministry to achieve Administrative Savings it makes much more sense to increase provincial Annual Facility Grant Fund by \$40 million annually and reduce the administrative application process for both school district and the Ministry staff. School districts and their facility staff are very capable of making the best local decisions on the use of Annual Facility Grant funding.

Sincerely,



Tony Cable,
Chair, Board of Education

CO/dln

cc: Hon. Shirley Bond, MLA, Prince George-Valemount
Hon. Mike Morris, MLA, Prince George-Mackenzie
Rob Fleming, MLA, Victoria-Swan Lake
Boards of Education



April 25, 2016

Ref: 186862

Teresa Rezansoff, President
British Columbia School Trustees Association
Email: Teresa.Rezansoff@sd51.bc.ca

Dear Ms. Rezansoff:

I would like to take this opportunity to thank you for your leadership and commitment to the continuous improvement of BC's K-12 school system through your proactive and positive engagement with the Ministry of Education. As a result of our constructive discussions with both your organization and the BC Association of School Business Officials since the March 15, 2016, operating grant announcement, the Ministry has secured additional funding for education in 2016/17.

As you know, on April 4, 2016, the Ministry was able to announce \$28 million in additional preliminary funding allocations to boards of education by allocating the holdback immediately and ensuring additional funds for enrolment growth are secured. Importantly, government is committed to managing further enrolment risk outside the operating grant block if district actual enrolment exceeds estimates.

Overall, education funding is up \$110 million compared to last year's budget and the Ministry is investing a record of \$5.1 billion in public education this year. Annual education funding is \$1.2 billion higher than it was in 2000/01, and the average per student funding for public schools has increased by 42 percent over this same period.

As you know, I am always open to continuing discussions with our education partners to further improve our K-12 education system. If you have any questions or require further information, please contact Dave Byng, Deputy Minister, by email at Dave.Byng@gov.bc.ca or by phone at (250) 387-2026.

Sincerely,

Mike Bernier
Minister



ITEM 2

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **APPROVAL OF MINUTES**

Date: May 18, 2016
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the April 27, 2016 Public Board Meeting be approved as circulated.

Attachment



**PUBLIC MINUTES OF THE
BOARD OF EDUCATION MEETING
Wednesday, April 27, 2016 (6:00 PM)
Board Room**

IN ATTENDANCE:

BOARD MEMBERS:

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

STAFF:

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

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

- Dave Byng, Deputy Minister, Ministry of Education
- Elizabeth Condrotte, Chair, SD No. 50 (Haida Gwaii)
- Mike Bernier, Minister of Education
- Pascale Shaw, Save the Maple Ridge School Bus Group

THAT the Board receive the correspondence for information.

CARRIED

3. Approval of Agenda

Moved/Seconded

Additions under Correspondence:

Elizabeth Condrotte, Chair, SD No. 50 (Haida Gwaii)
Mike Bernier, Minister of Education
Pascale Shaw, Save the Maple Ridge School Bus Group

THAT the Agenda be ordered as amended.

CARRIED

4. Invitation for Public Input to matters on the Agenda

B. APPROVAL OF MINUTES

1. April 13, 2016

Moved/Seconded

THAT the Minutes of the April 13, 2016 Meeting be approved as circulated.

CARRIED

C. PRESENTATIONS**D. DELEGATIONS****E. DEFERRED ITEMS****F. DECISION ITEMS**

1. Chairperson
2. Superintendent of Schools
3. Secretary Treasurer

a) Capital Bylaw No. 127081 2016/17 Annual Facility Grant

The Secretary Treasurer reported that in order to access the capital portion of the Annual Facility Grant a standard Capital Bylaw must be adopted.

Moved/Seconded

THAT the Capital Project Bylaw No. 127081 – 2016/17 Annual Facility Grant – Capital Portion be given three (3) readings at this meeting. (vote must be unanimous)

CARRIED

Moved/Seconded

THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Capital Project Bylaw No. 127081 – 2016/17 Annual Facility Grant – Capital Portion be:

Read a first time on the 27th day of April, 2016;

Read a second time on the 27th day of April, 2016;

Read a third time, passed and adopted on the 27th day of April, 2016.

CARRIED

b) Preliminary Budget 2016/17

The Secretary Treasurer presented the Preliminary Budget 2016/17, the Annual Budget Bylaw for 2016/17 and the summary document "Government Funding Per Student".

The Secretary Treasurer clarified that she would only report on the proposed changes from the April 13, 2016 Proposed Preliminary Budget 2016/17.

The Secretary Treasurer reported on the following:

- The establishment of a transportation subsidy to assist eligible low income families who currently use the SD42 regular busing towards public bus, taxi, mileage or neighbourhood carpooling;
- The establishment of a Regular Student Transportation Transition Fund to assist families affected by the discontinuation of regular student busing;
- Additional funding to address class size and counselling issues identified in the budget process.

Discussion ensued on the proposals received from the Save the Maple Ridge Bus Group, the establishment of before and after school programming, and Translink.

THAT the Board approve:

Moved/Seconded

- 1) the transfer of \$1.75 million from the contingency reserve to operating to fund one-time expenditures included in the 2016/17 Preliminary Operating Budget; and further; the proposed contingency reserve uses to fund one –time expenditures (totaling \$2.85 million) as outlined in the Preliminary Budget 2016/17 for implementation and incorporation in the Board's Budget Bylaws for 2016/17, 2017/18 and 2018/19; and further; the preliminary operating ongoing budget changes for 2016/17 as outlined in the Preliminary Budget 2016/17 for implementation and incorporation in the Board's Budget Bylaw for 2016/17.

CARRIED

Moved/Seconded

- 2) THAT The Annual Budget Bylaw of the Board for the Fiscal year 2016/17 be given three (3) readings at this meeting. (vote must be unanimous)

CARRIED

Moved/Seconded

- 3) THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) 2016/17 Annual Budget Bylaw be:
 - Read a first time on the 27th day of April 2016;
 - Read a second time on the 27th day of April 2016;
 - Read a third time, passed and adopted on the 27th day of April 2016.

CARRIED (Trustee Clarkson opposed)

Trustees provided their comments on the budget.

4. Board Committees

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

G. INFORMATION ITEMS

1. Chairperson
2. Superintendent of Schools
 - a) Superintendents Update

Moved/Seconded

The Superintendent reported on school teams and activities in the elementary and secondary schools.

THAT the Board receive the Superintendent's 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

Trustees reported that resolutions submitted by the school district were passed at the recent Annual General Meeting held in Vancouver from April 24- 27, 2016.

Joint Parks and Leisure Services

Trustees reported that at a recent meeting there was a presentation by Megan MacMillan, Greg Moore Youth Services on youth strategy and an update on the future provision of services.

Municipal Advisory & Accessibility

The Chairperson reported that nominations are being sought for the annual awards program.

Tzu Chi Foundation

Trustee Rempel reported that the May 25, 2016 Tzu Chi event has been cancelled due to lack of funding.

Good News Items

Trustees reported on grad transitions, attendance at the recent District Student Advisory Council meeting, and a musical at Golden Ears Elementary.

J. QUESTION PERIOD

Questions were posed on the budget motion and transportation funding.

K. OTHER BUSINESS

L. ADJOURNMENT

Moved/Seconded

THAT the Board adjourn the meeting.
CARRIED

The Public Board meeting adjourned at 7:50 p.m.

Mike Murray, Chairperson

Flavia Coughlan, Secretary Treasurer



ITEM 3

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **TONY COTRONEO, GREG MOORE YOUTH
SERVICES: YOUTH SURVEY**

Date: May 18, 2016
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the presentation by Tony Cotroneo, Greg Moore Youth Services regarding a Youth Survey, for information.



ITEM 4

To: **Board of Education**

From: Chairperson
Mike Murray

Re: **LINDA MEYER: REGULAR STUDENT
TRANSPORTATION**

Date: May 18, 2016
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Board receive the presentation by Linda Meyer regarding regular student transportation, for information.



ITEM 5

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **FUNDING FOR PAC's and DPAC**

Date: May 18, 2016
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

In 2006, the Board approved the allocation of \$65 per school PAC for a total budget allocation of \$1,778 for BCCPAC memberships. This increased the funding allocated to support PAC's and DPAC from \$2,143 to \$3,921 per year.

The Board does not receive any provincial funding earmarked for PAC's or DPAC. The Provincial government does provide funding in the form of gaming grants directly to school PAC's (\$20 per student per year) and DPAC (\$2,500 per year).

In 2015/16, 25 school PAC's submitted requests to continue their BCCPAC membership for a total cost to the district of \$1,875. The Board also provided \$2,046 to support DPAC activities.

BCCPAC membership fees are currently \$75 per year per school and provide the opportunity to:

- participate in education opinion polls,
- network with other PACs and DPACs,
- discuss and share ideas using the online forum,
- access current and relevant resources, and
- develop the resolutions BCCPAC can use to lobby for change.

DPAC have requested that for 2016/17 the total annual budget of \$3,921 be allocated to them to assist in funding DPAC activities.

Since there is no record of how previous annual allocations have been spent by DPAC, it is recommended that full reporting be provided by DPAC on an annual basis before any further funding allocations are made.

RECOMMENDATION:

THAT the Board approve the allocation of \$3,921 to fund DPAC organized activities for PAC's and parents for 2016/17;

And further;

THAT DPAC submit a report to the Board on the use of these funds by June 30, 2017.

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **GRADES K TO 9 DISTRIBUTED
LEARNING PROGRAM**

Date: May 18, 2016
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

Odyssey Model

The Odyssey Program is committed to providing quality educational instruction and support to students and families interested in pursuing home schooling through a distributed learning model that is flexible and individualized.

The B.C. Ministry of Education's core competencies and learning standards are addressed in developing a teacher directed Student Learning Plan. An individualized learning plan that strives to meet the uniqueness and strengths of the learner is developed through collaboration with the Odyssey teacher, home facilitator and student.

Odyssey's program offers a variety of field trips, group lessons, parent workshops and other learning experiences to enhance each student's intellectual, personal and social development. The goal is to provide enriching experiences in order to support learning at home and in the community.

This year special workshops and field trips were planned for Odyssey students and their families to create and build a sense of community amongst the students enrolled in Odyssey: Laity Pumpkin Patch, ice-skating, Stave Lake Museum, Save-on-Foods tour, Wild Play, swimming lessons, Creative Kaos workshops, yoga lessons, live performances at the ACT, aboriginal cultural art workshops, gymnastic lessons and other social year end activities.

Why should SD42 offer a Distributed Learning model of education for grades K to 9?

There is a growing need for educational options such as the Odyssey program. Several public school districts offer very successful distributed learning models of education (Delta's Home Quest program and Coquitlam's Encompass K-9 to name a few) and these districts have shared their program development with our district staff. Typically these programs start with low student enrolment and grow through effective advertisement plans and word of mouth within their own districts. Running local advertisements, creating a social network and gaining district support are essential to building awareness of the Odyssey program.

Most families that are currently in the Odyssey program were not aware of this type of program initially. The common message heard is that there are families in the Maple Ridge and Pitt Meadows area seeking an alternative to the educational programs we typically offer in the school district; they are not aware that SD42 has this type of program. As well, there are families that are dedicated to home schooling their children and are not aware of the benefits of registering and being part of a Distributed Learning community.

Currently, there are 16 students registered in the Odyssey program. There are a number of students that will not likely return to regular schools for grade 8 and 9. It is proposed to expand the program from K-7 to K-9. Students planning to transition from the K to 9 Odyssey program would then enroll at the Connected Learning Community to complete graduation requirements.

Target Audience – K to Grade 9 for the program

Families best suited for this program are:

- Creative and see learning as best approached in various alternate locations.
- Committed to actively being involved with their child's learning.
- Interested in the collaborative approach and benefits to Distributed Learning as opposed to traditional home schooling programs.

There are 3 student profiles that would fit a program such as Odyssey:

Satellite Students are:

- Travelling or involved in competitive sports or fine art training (drama, acting).
- Not able to attend a regular school because of scheduling conflicts.
- Interested in attending regular school activities if there is program flexibility (drop-in programs or special presentations).

Students with physical and/or mental health concerns have:

- Health concerns, which affects their ability to attend school regularly.
- Extensive medical care plans with various appointments and need the flexibility of an individualized program.
- Anxiety and/or other mental health challenges.

Other home learning students may:

- Need an innovative and individualized program that meets the BC curriculum requirements.
- Surpass expectations and require a different educational option.
- Be identified as having learning disabilities or gifted abilities.
- Not be comfortable in large group settings.
- Want to attend school, but only for preferred activities for limited time commitments and who blend this option with home-schooling or other DL options.

Moving forward to 2016-2017

Looking ahead with the current registered students for September 2016, it is understood that the Odyssey program could potentially be offered over 3 days (0.6 FTE). Other programs of this nature have experienced significant growth and this is also anticipated with the re-formatting of this program.

Budget 2016/17

For 2016-2017 there are currently 16 students enrolled in the program
DL funding for K to 9 is \$6,030 per pupil. Total Ministry of Education funding
anticipated: \$96,480.

Support staffing based on these 16 students and existing staffing for special needs:

Intensive: 0.266 FTE

Targeted: 0.055 FTE

RECOMMENDATION:

**THAT the Board approve Grades K to 9 Distributed Learning Program for
September 2016.**

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **IB CAREER RELATED PROGRAMME (CP)**

Date: May 18, 2016
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

Garibaldi Secondary School is in the process of becoming a candidate school for the IB Career-Related Programme (CP) with an expected start date of September 2017.

The IB Career Related Programme (CP) is a companion programme to the IB Diploma Programme (DP) where students select a career program to focus on. At Garibaldi Secondary School the career focus area is the Culinary Arts Program.

The IB Career Related Programme (CP) is designed as a bridge between the Diploma Programme (DP) and a student's chosen career-related study. Students enroll in specific courses in their career-related area as well as taking two additional IB Diploma/Certificate courses. The IB Career Related Programme (CP) also includes approaches to learning, community and service, language development and a reflective project where students take on an issue in the community related to their career-related study.

The cost for initiating this program and all subsequent costs will be covered by school generated funds from Garibaldi Secondary School. Initially the program will be small but it will further bolster enrolment in the IB Diploma Programme (DP) courses and be an exciting option for students passionate about Culinary Arts at Garibaldi Secondary School.

Costs of the program are as follows:

2016-17 candidacy cost (one time)

- candidate fee \$8,500 (USD) approximately \$11,627 (CDN)
- application fee \$5,400 (USD) approximately \$7,387 (CDN)

Annual cost effective September 2017:

- CP authorized \$1,405 (USD) approximately \$1922 (CDN)

Student costs:

- two exams in the second year \$100 (USD) approximately \$137 CDN

RECOMMENDATION:

THAT the Board approve the IB Career Related Programme (CP) at Garibaldi Secondary School effective September 2017 and provide a letter of support that is a necessary part of the application process;

And Further;

Approve the exam fee of \$100 USD payable in Canadian dollars at the Bank of Canada exchange rate in effect at the date of payment.

**ITEM 8**

To: **Board of Education**

From: Superintendent of Schools
Sylvia Russell

Re: **CALENDAR CHANGE**

Date: May 18, 2016
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

When the 2015/16 school calendar was approved by the Board of Education there was a "schools not in session" day identified for Thursday, June 30th, 2016. Each year, there are 6 "not in session" days per school year. Five days attached to Spring Break and one additional day in February. For the 2015/16 school year the Easter Holiday adjoined to the Spring Break resulting in only four "schools not in session" days. Therefore, a day was identified at the end of the school year in order to maintain the six "schools not in session" days.

On review, this "not in session" day is causing some challenges. These include: Principals and Vice Principals not being in schools to address any parent concerns that may arise; clerical staff not being able to use this day to complete work; and lack of alignment with the Kanaka Creek calendar. Therefore, it is recommended that the "schools not in session" day be removed from the 2015/16 school calendar.

RECOMMENDATION:

THAT the Board approve the proposed amendment to the 2015-2016 District School Calendar and Distributed Learning School Calendar.

Attachments

2015-2016 AMENDED DISTRICT SCHOOL CALENDAR

Schools opening day for students	Tuesday, September 8, 2015
<i>Non-instructional day (district-wide)</i>	<i>Tuesday, September 22, 2015</i>
Thanksgiving Day	Monday, October 12, 2015
<i>Non-instructional day (province-wide)</i>	<i>Friday, October 23, 2015</i>
Remembrance Day	Wednesday, November 11, 2015
<i>Non-instructional day (school-based)</i>	Monday, November 23, 2015
Schools close for Winter break	Friday, December 18, 2015
Winter break	Monday, December 21, 2015 to Friday, January 1, 2016
Schools reopen after Winter break	Monday, January 4, 2016
<i>Non-instructional day (growth planning day)</i>	<i>Monday, January 18, 2016</i>
<i>Schools Not in Session</i>	<i>Friday, February 5, 2016</i>
Family Day	Monday, February 8, 2016
<i>Non-instructional day (district-wide)</i>	<i>Thursday, February 18, 2016</i>
<i>Non-instructional day (Curriculum Implementation Day)</i>	<i>Friday, February 19, 2016</i>
Schools close for Spring break	Friday, March 11, 2016
Spring break	Monday, March 14, 2016 to Friday, March 18, 2016
<i>Schools Not in Session</i>	<i>Monday, March 21, 2016 to Thursday, March 24, 2016</i>
Good Friday	Friday, March 25, 2016
Easter Monday	Monday, March 28, 2016
Schools reopen after Spring break	Tuesday, March 29, 2016
<i>Non-instructional day (Curriculum Implementation Day)</i>	<i>Monday, May 2, 2016</i>
<i>Non-instructional day (school-based)</i>	<i>Friday, May 20, 2016</i>
Victoria Day	Monday, May 23, 2016
Last day for students	Tuesday, June 28, 2016
Year-end administrative day	Wednesday, June 29, 2016
Schools close for Summer vacation	Thursday, June 30, 2016

ELEMENTARY (K-7) DAILY SCHEDULE: 8:30am to 2:20pm. 295 instructional minutes per day. Kindergarten gradual entry the first 2 weeks of September.

NB: *Kanaka Creek Elementary* will run its year round calendar separate from this calendar.

SECONDARY (8-12) DAILY SCHEDULE: 8:30am to 2:40pm. 320 instructional minutes per day.

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

853 hours of instruction for students in kindergarten.

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

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

2015-2016 AMENDED DISTRIBUTED LEARNING SCHOOL CALENDAR

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

Schools opening day for students	Tuesday, September 8, 2015
<i>Non-instructional day (school-based)</i>	<i>Tuesday, September 22, 2015</i>
Thanksgiving Day	Monday, October 12, 2015
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Last day for students	Tuesday, June 28, 2016
Year-end administrative day	Wednesday, June 29, 2016
Schools close for Summer vacation	Thursday, June 30, 2016

Distributed Learning Summer program 2016 dates to be announced.

To: **Board of Education**

From: Secretary Treasurer
Flavia Coughlan

Re: **2016/17 RENTAL RATES**

Date: May 18, 2016

Decision

BACKGROUND/RATIONALE:

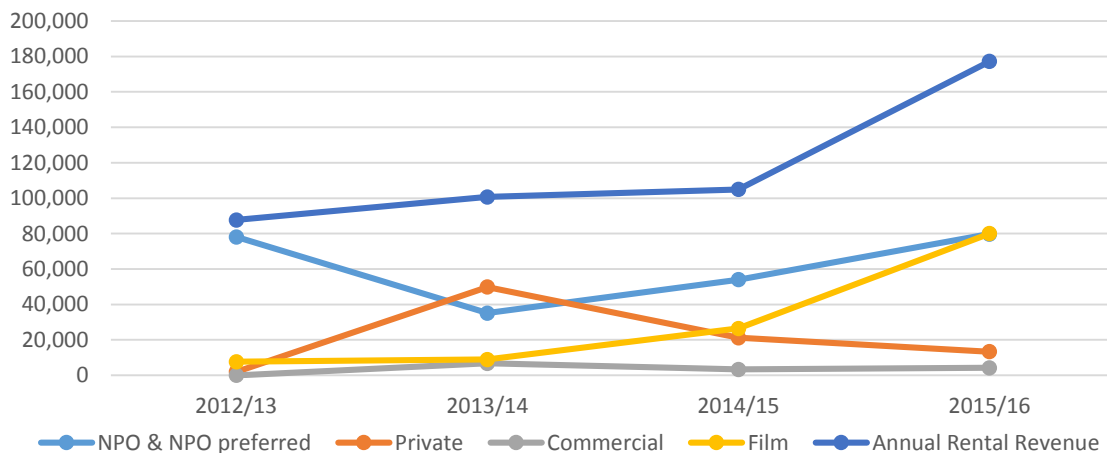
In accordance with board Policy 10400 Community and Commercial Use of School Facilities and Grounds, board facilities will be made available to outside users for a fee that at a minimum ensures full cost recovery of direct and indirect costs incurred and to be incurred by the board as a result of making that use available.

In accordance with Board procedure 10400.1 Rental Fees, full cost recovery rental rates are based on budgeted facilities operations and maintenance annual costs for regular hours of operations (6:00 a.m. to 4:00 p.m.; 10 months/year) plus estimated deferred maintenance costs. The rental rates are calculated based on either the full cost recovery per square meter per hour or market rates. Market rental rates are determined by conducting a market analysis on an annual basis.

The current rental rates for community use of facilities have been in place since January 2014 and the rates for filming have been in place since May 2015.

The graph below shows the change in total rental revenue and rental revenue by rental group type as of April 2016. An estimated increase of \$72,270 from 2014/2015. The rental fees received from Elections Canada (\$11,200) are not included in the revenue reported for 2015/2016. A summary of rental revenue by customer type is provided in Attachment A.

Rental Revenue



The implementation of the new rental rates resulted in increased rental revenue as summarized in the following table.

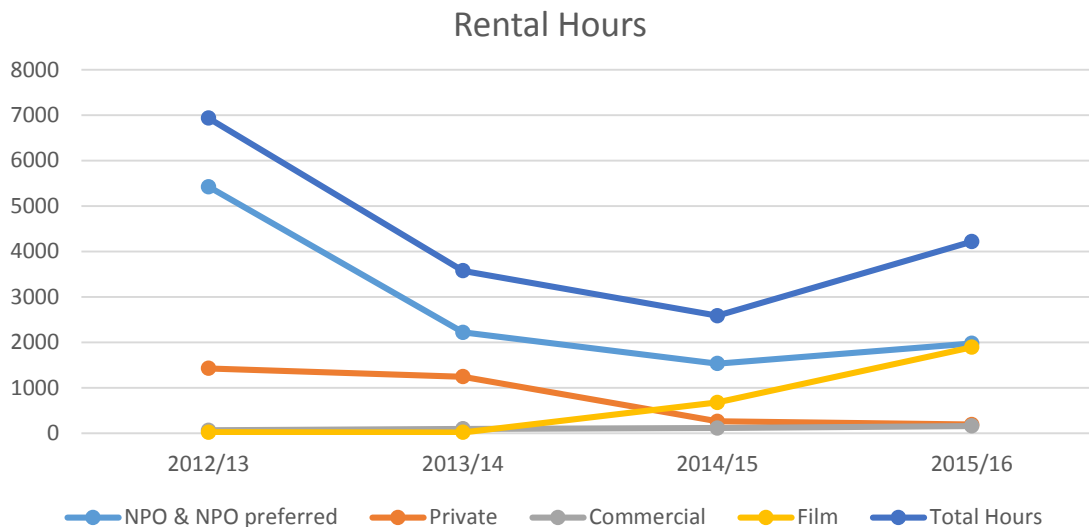
	2012/13 (full year)	2013/14 (full year)	2014/15 (full year)	2015/2016 (as at April 30)
Rental Revenue	\$ 87,693	\$100,664	\$ 104,953	\$177,223
Rental Hours	6,934	3,836	2,584	4,214.75
Average Rental Rate per Hour	\$ 12.65	\$ 26.24	\$ 40.61	\$ 42.05
Fee Exempt Rental Hours	1,738	1,479	1,272	1,427

Use of our facilities and associated rental revenue for the fiscal year 2014/2015 was impacted by the teachers' job action. User groups were not allowed access to our facilities during the job action and this resulted in some user groups seeking and securing alternate rental facilities for the entire year. The estimated lost revenue for groups who relocated in 2014/2015 is \$ 20K.

The decrease in rental hours and revenue for private groups is related to the change in classification for church groups from private to NPO.

In 2015/2016 we have seen a significant increase in revenue primarily due to the lower Canadian dollar which increased filming revenue and the increased use by NPO and NPO preferred groups.

The graph below shows the change in use by rental group type.



In order to retain current users and attract new users to our facilities we are improving our web presence, advertising in the local newspaper to reach out to new user groups, improving response time to potential clients, growing our regular clientele, and exploring ways to reduce overall rental costs to make our facilities more attractive.

Community Use of Facilities - Rental Rates 2016/17

Full Cost Recovery Rental Rates

In accordance with Board Procedure 10400.1 - Rental Fees the full cost recovery rental rates are based on budgeted facilities operations and maintenance annual costs for regular hours of operations (6:00 a.m. to 4:00 p.m.; 10 months/year) plus estimated deferred maintenance costs. Based on this formula, the full cost recovery rate for 2016/17 remains unchanged at 9 cents per sqm per hr.

Market Rental Rates

In accordance with Board Procedure 10400.1 - Rental Fees, market rental rates are determined by conducting a market analysis on an annual basis.

We completed a survey of rental rates in surrounding school districts and Parks and Leisure Services for Maple Ridge and Pitt Meadows and the results are summarized in the following tables.

Classroom	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge/Pitt Meadows	▼ \$ 7.20	▼ \$ 8.64	▼ \$ 21.60	▼ \$ 27.00
Maple Ridge Parks & Leisure	▼ \$ 9.01	▼ \$ 13.52	▼ \$ 22.53	▼ \$ 27.67
SD35 Langley	▼ \$ 11.00	▲ \$ 14.00		▼ \$ 30.00
SD41 Burnaby	▲ \$ 18.50	▲ \$ 18.50		▼ \$ 23.20
SD43 Coquitlam	▼ \$ 4.25	▼ \$ 4.25	▲ \$ 41.50	▲ \$ 41.50
SD75 Mission	▼ \$ 3.75	▲ \$ 15.00	▼ \$ 30.00	▼ \$ 30.00
Average Rate	\$ 8.95	\$ 12.32	\$ 28.91	\$ 29.90
Variance from Average	-20%	-30%	-25%	-10%

Elementary gym	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge/Pitt Meadows	▼ \$ 33.75	▼ \$ 40.50	▼ \$ 88.00	▼ \$ 110.00
Maple Ridge Parks & Leisure	▼ \$ 24.68	▼ \$ 37.01	▼ \$ 61.69	▼ \$ 77.16
SD35 Langley	▼ \$ 14.00	▼ \$ 22.00		▼ \$ 55.00
SD41 Burnaby	▲ \$ 58.00	▲ \$ 58.00		▼ \$ 71.80
SD43 Coquitlam	▼ \$ 16.50	▼ \$ 16.50	▲ \$ 165.00	▲ \$ 165.00
SD72 Mission	▼ \$ 6.25	▼ \$ 25.00	▼ \$ 50.00	▼ \$ 50.00
Average Rate	\$ 25.53	\$ 33.17	\$ 91.17	\$ 88.16
Variance from Average	32%	22%	-3%	25%

Secondary gym	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge/Pitt Meadows	▲ \$ 67.50	▲ \$ 81.00	▼ \$ 123.20	▼ \$ 154.00
Maple Ridge Parks & Leisure	▼ \$ 49.35	▲ \$ 74.02	▼ \$ 123.37	▼ \$ 154.31
SD35 Langley	▼ \$ 25.00	▼ \$ 48.00		▼ \$ 120.00
SD41 Burnaby	▲ \$ 92.60	▲ \$ 92.60		▼ \$ 132.00
SD43 Coquitlam	▼ \$ 27.50	▼ \$ 27.50	▲ \$ 271.00	▲ \$ 271.00
SD72 Mission	▼ \$ 10.00	▼ \$ 40.00	▼ \$ 80.00	▼ \$ 80.00
Average Rate	\$ 45.33	\$ 60.52	\$ 149.39	\$ 151.89
Variance from Average	49%	34%	-18%	1%

Library	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge-Pitt Meadows	▼ \$ 16.20	▼ \$ 19.44	▼ \$ 45.60	▼ \$ 57.00
SD35 Langley	▼ \$ 11.00	▼ \$ 22.00		▼ \$ 48.00
SD41 Burnaby	▲ \$ 32.40	▲ \$ 32.40		▼ \$ 40.50
SD43 Coquitlam	▼ \$ 8.25	▼ \$ 8.25	▲ \$ 82.50	▲ \$ 82.50
SD75 Mission	▼ \$ 7.50	▲ \$ 30.00	▼ \$ 60.00	▼ \$ 60.00
Average Rate	\$ 15.07	\$ 22.42	\$ 62.70	\$ 57.60
Variance from Average	7%	-13%	-27%	-1%

Multipurpose Room	NPO Preferred	NPO	Private	Commercial
SD42 Maple Ridge/Pitt Meadows	▼ \$ 13.50	▼ \$ 16.20	▼ \$ 38.40	▼ \$ 48.00
Maple Ridge Parks & Leisure	▼ \$ 13.94	▼ \$ 20.91	▼ \$ 34.85	▼ \$ 48.36
SD35 Langley	▼ \$ 11.00	▼ \$ 22.00		▼ \$ 48.00
SD41 Burnaby	▲ \$ 32.40	▲ \$ 32.40		▼ \$ 40.50
SD43 Coquitlam	▼ \$ 8.25	▼ \$ 8.25	▲ \$ 82.50	▲ \$ 82.50
SD72 Mission	▼ \$ 7.50	▲ \$ 30.00	▼ \$ 60.00	▼ \$ 60.00
Average Rate	\$ 14.43	\$ 21.63	\$ 53.94	\$ 54.56
Variance from Average	-6%	-25%	-29%	-12%

Rental Space Inventory in Maple Ridge and Pitt Meadows

The following table below identifies the inventory of community rental space managed by Parks and Leisure Services and SD42.

	<i>Parks and Leisure Services</i>	<i>School District</i>
<i>Ice Rink</i>	2	-
<i>Fair Grounds</i>	1	-
<i>Gymnasium</i>	3	30
<i>Pool</i>	4	-
<i>Multipurpose room</i>	9	26
<i>Room/Classroom</i>	14	625
<i>Hall/Rotunda</i>	5	1
<i>Kitchen</i>	6	26
<i>Sports Field (including SD42 fields)</i>	23	
<i>Tennis Court</i>	24	
<i>Library</i>		27

In Maple Ridge and Pitt Meadows community rental space is also available at:

- Golden Ears Winter Club
- Heritage Hall
- Wesbrooke Seniors Center
- St. George Anglican Church
- Eagles Hall
- Pitt Meadows United Church
- Haney Presbyterian Church
- St. John the Devine Church

Impact of Rental Rates on Rental Revenue

The current rental rates have been set to ensure at a minimum full cost recovery of direct and indirect costs incurred and to be incurred by the board as a result of making that use available. For some of our facilities these rates are higher than the rates established by Parks and Leisure Services. If the Board was to consider aligning school district rental rates with the rental rates of Parks and Leisure Services an estimated annual subsidy of \$10K (14% of current NPO and NPO Preferred rental revenue) would be required. This subsidy would increase or decrease with use.

Proposed Rental Rates 2016/17

Based on the rental rates analysis performed the full cost recovery rate for 2016/17 remains unchanged at 9 cents per sqm per hr. The rental rates based on market pricing will remain unchanged. The proposed rental rates for 2016/17 are summarized in the tables below.

Category	Rental Rate	2016/17 Rate
NPO – Preferred	Full cost recovery	9 cents / sqm/hr
NPO	Full cost recovery + 20%	10.8 cents / sqm/hr
Private	Market Rate – 20 %	Average of 24 cents / sqm/hr
Commercial	Market Rate	Average of 30 cents / sqm/hr
School Use	No Charge	
Licensed Child Care	Full cost recovery	9 cents / sqm/hr

Category	Regular Classroom	Large Classroom	Multipurpose Room	Library	Small Gym	Large Gym
Space Size	80 sqm	100 sqm	150 sqm	180 sqm	375 sqm	750 sqm
NPO Preferred	7.20	9.00	13.50	16.20	33.75	67.50
NPO	8.64	10.80	16.20	19.44	40.50	81.00
Private	21.60	27.20	38.40	45.60	88.00	123.20
Commercial	27.00	34.00	48.00	57.00	110.00	154.00

Child Care Location	End of Agreement	Size sqm	Monthly Fee
Harry Hooe Elementary	July 31, 2016	80	\$1,584
Maple Ridge Elementary	July 31, 2016	77	\$867
Glenwood Elementary	August 31, 2016	150	\$2,970
MRSS Portable	August 31, 2017	185	\$1,008
Edith McDermott Elementary	July 31, 2016	75	\$1,215
Fairview Elementary	July 31, 2016	280	\$5,544
Alouette Elementary	July 31, 2016	72	\$867
Webster's Corners Elementary	July 31, 2016	70	\$1,638

Rental Rates for Filming

The City of Maple Ridge offers a film liaison service that provides film production companies a "one-stop shop" for all their location scouting, permits and licenses. The school district is leveraging this service when advertising school properties to the movie industry.

In order to ensure that rental rates for filming in our school district remain competitive a review of rental rates for filming on school property was completed and a summary of the findings is included in the following table.

School District	Prep	Int. Film	Ext. film	Parking
SD42 Maple Ridge-Pitt Meadows	▼ \$ 1,100.00	— \$ 2,000.00	— \$ 1,650.00	▼ \$ 400.00
SD35 Langley	▼ \$ 1,100.00	— \$ 2,200.00	— \$ 1,650.00	▼ \$ 300.00
SD36 Surrey/White Rock	▼ \$ 1,000.00	— \$ 2,000.00	— \$ 2,000.00	▼ \$ 400.00
SD41 Burnaby	▲ \$ 1,200.00	▲ \$ 2,250.00	▲ \$ 2,250.00	— \$ 450.00
SD43 Coquitlam	▲ \$ 1,180.00	▼ \$ 1,491.00	▼ \$ 1,491.00	▲ \$ 674.00
SD39 Vancouver	▲ \$ 1,364.00	▲ \$ 2,728.00	▼ \$ 1,364.00	▼ \$ 412.00
SD40 New Westminster	▲ \$ 1,250.00	▲ \$ 2,500.00	▲ \$ 2,500.00	— \$ 500.00
SD38 Richmond		— \$ 2,000.00	▼ \$ 1,000.00	▼ \$ 400.00
Average Rate	\$ 1,170.57	\$ 2,146.13	\$ 1,738.13	\$ 442.00
Variance from Average	-6%	-7%	-5%	-10%

The current rental rates for filming in SD42 are comparable with other school districts. The rental rates for filming for 2016/17 are proposed to remain unchanged and are summarized in the following table.

Category	Daily Fee
Prep Day	\$ 1,100
Film Day Interior	\$ 2,000
Film Day Exterior	\$ 1,650
Parking	\$ 400

The host schools will continue to receive 20% of net rental revenue (i.e. revenue after full recovery of costs).

Some school districts are providing a discount for filming based on the length of the filming. It is proposed that the Secretary Treasurer be authorized to negotiate lower rates for long term filming contracts and small budget films. The long term discounts negotiated should apply for contracts that are longer than 10 days and the discount shall not exceed 10% of board approved rental rates.

Impact of Enhanced Before and After School Programming on Rentals

School District 42 will be enhancing before and after school programming to assist students and parents that relied on school district regular student transportation. The forecasted hours for operation are 7am to start of school and end of school to 6 pm. The programming to be offered could potentially include sports, arts, and learning activities. The usage would be multi-purpose room, gym, and classroom depending on the activity. All usage will be coordinated through the Facilities Rentals department.

Hours of operation should not have any impact on rentals as the majority of rentals are scheduled from 6 pm and onwards Monday-Thursday; Friday is left open for school events currently.

The new programming will be scheduled so that existing daycares and Parks and Leisure Services programs are not impacted.

RECOMMENDATION:

THAT the Board approve the proposed rental rates for 2016/17, and further

THAT the Secretary Treasurer be authorized to negotiate lower rates for filming contracts longer than 10 days with the discount not exceeding 10% of board approved rental rates.

Summary of Rental Revenue by Customer
July 1, 2015 - April 30, 2016

Customers by Type	Rental Revenue
Commercial	
First Aid Hero	1,728.00
Kathy White	165.00
Romina Orchard / Kathy White	462.00
Start Smart Childcare Centre	440.00
Tawnie Hayne	1,410.24
	<hr/>
	4,205.24
Film	
Abducted Productions	3,250.00
Bad Angels Productions Ltd.	9,549.98
Bay City Productions Ltd.	17,550.00
Come and Find Me Pictures Inc	6,800.00
Cover Productions INC	1,650.00
Dashing Productions Inc.	400.00
Dating Game Productions Ltd.	1,200.00
Handbook Productions Ltd.	400.00
iZombie - Locations Department	800.00
Pender Productions Inc	844.22
SSD MOW4 Productions (BC) Inc	6,250.00
Ticking Films Inc	800.00
Where's Arnold Productions Inc	29,000.08
X-Files TV Productions Limited	1,465.12
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	79,959.40
NPO & NPO preferred	
Albion Football Club	139.32
BC Athletics	233.28
Canadian Alouette Power Squadron	324.00
Church on the Rock	3,029.40
Discovery Playhouse Children's Society	121.50
Four King Ice Hole Hockey Society	2,247.75
Fraser Valley Baptist Church	6,318.00
Golden Ears Gogos	129.60
Hometown Hero Committee	81.00
Jubilee Church	64.80
Lower Mainland Ringette League	121.50
Northridge Foursquare Church	299.70
Ridge Meadows Hospice Society	202.50
Ridge Meadows Hospital Foundation	243.00
Ridge Meadows Indoor Hockey Club	2,369.25
Ridge Meadows Minor Hockey Association	162.00
Ridge Meadows Minor Lacrosse	194.40
Ridge Meadows Rumble Bees Roller Derby	6,480.00
Scouts Canada - 1st Albion	19.44
West Coast Auto Group Football Club	1,884.60
Cornerstone Neighbourhood Church	6,184.61
Jubilee Church	5,130.00
Northridge Foursquare Church	20,133.93
	<hr/>
	56,113.58
NPO preferred	
Albion Football Club	742.50
Bahai Community of Maple Ridge	81.00
British Columbia Lacrosse Association / Maple Ridge Burrards	506.25
Cornerstone Neighbourhood Church	6,415.50
Discovery Playhouse Children's Society	189.00
Gifted Children's Association of British Columbia	14.40
Girl Guides Alouette District	283.50
Girl Guides of Canada (Port Hammond)	202.50
Girl Guides of Canada - Pitt Meadows	32.40
Haney Horse and Hound 4 -H	129.60
Maple Ridge Figure Skating Club	1,080.00
Maple Ridge Sea Cadets	67.50
Protein for People	171.00
Ridge Meadows Minor Ball Hockey Association	185.63
Ridge Meadows Minor Baseball Association	2,261.25
Ridge Meadows Minor Hockey Association	1,147.50
Ridge Meadows Minor Lacrosse	1,606.50
Ridge Meadows Minor Softball Association	607.50
Ridge Meadows Volleyball Club	236.26
Royal Soccer Club (currently using Hammond/Larry Walker field)	1,923.75
Scouts Canada - 1st Albion	2,895.75
Steve Nash Basketball	1,147.50
Tarlington Training Inc.	72.00
TG Booster Society	35.00
Wayland Sports	540.00
West Coast Auto Group Football Club	1,026.01
WestCoast Auto Soccer Club	33.75
	<hr/>
	23,633.55

Summary of Rental Revenue by Customer
July 1, 2015 - April 30, 2016

Customers by Type	Rental Revenue
Private	
Adriatic Construction	43.20
Alyssa Weber	176.00
Anita Feigelstock	1,324.80
Anne Marie McGee	14.40
Ascent Real Estate Management Corp	54.00
Ashley Olson	264.00
Associa British Columbia, Inc.	651.60
Bateson Martial Arts	153.60
Bayside Property Services Ltd.	64.80
Baywest Management Corp.	757.00
BC Nurses Union	192.00
BCS 2141 Cherry Hill	43.20
Campbell Strata Management Ltd	141.60
Conservative Party of Canada	230.40
CUPE 622	192.00
Cypress Land Services Inc.	352.00
David J Ho Architect Inc	43.20
Deidre Torrence SD42 employee	88.00
Fraser Property Management Realty Services Ltd.	54.00
Heidi Ferriman	88.00
Jen Wadge	176.00
Jovo Bikic SD42 employee	132.00
Keith Allan	88.00
Kids Theatre Sports	768.00
Leonora Canicula	153.60
Metro Vancouver	1,184.00
Nadine Smail	176.00
Profile Properties Ltd.	498.00
Rancho Management Services Ltd.	159.60
Revolution Basketball	4,136.00
Sara Ralph	616.00
SBA Canada	176.00
Strataco Management repr. LMS187	120.00
	<hr/>
	13,311.00
Grand Total Rental Revenue July 1, 2015 - April 30, 2016	<hr/> <u>177,222.77</u> <hr/>



ITEM 10

To: **Board of Education**

From: Board Policy
Development Committee

Re: **POLICY 9430:**
PHYSICAL RESTRAINT AND SECLUSION IN
SCHOOL SETTINGS

Date: May 18, 2016
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The Board Policy Development Committee (the "Committee") has followed the appropriate consultation requirements as outlined within Policy 2500 and has at tonight's meeting brought forward for approval Policy: 9430 Physical Restraint and Seclusion in School Settings (Attachment A). The Physical Restraint and Seclusion in School Settings Procedure: 9430.1 (Attachment B) and Report of Physical Restraint and/or Seclusion (Attachment C) are also included for information.

No additional feedback was received.

RECOMMENDATION:

THAT the Board approve:

Policy: 9430 Physical Restraint and Seclusion in School Settings

And Further;

THAT the Board receive for information

Procedure: 9430.1 Physical Restraint and Seclusion in School Settings
Report on Physical Restraint and /or Seclusion in School Settings.

Attachments



SD 42 POLICY: 9430

PHYSICAL RESTRAINT AND SECLUSION IN SCHOOL SETTINGS

PHILOSOPHY

The Board of Education recognizes that it has a responsibility to maintain safe, orderly and caring school environments for all of its students and employees.

The Board of Education believes that behaviour interventions for all students emphasize prevention and positive behaviour supports, and every effort is made to employ preventative actions that preclude the need for the use of physical restraint or seclusion.

The Board further believes that respect for student rights, maintaining student dignity and the safety of all involved is paramount.

The Board recognizes that the use of emergency physical restraint or seclusion procedures may be necessary when a student presents imminent danger to themselves or others.

AUTHORITY

The Board authorizes the Superintendent to establish procedures that will guide the implementation of this policy pursuant to the Ministry of Education Provincial Guidelines – Physical Restraint and Seclusion in School Settings.

DEFINITIONS

1. **Physical restraint** is a method of restricting another person's freedom of movement or mobility in order to secure and maintain the safety of the person or the safety of others.

The provision of a 'physical escort', i.e. temporary touching or holding of a student's hand, wrist, arm, shoulder or back for the purpose of accompanying and inducing a student who is acting out to walk to a safe location, does not constitute physical restraint.

The provision of physical guidance, or prompting of a student when teaching a skill, redirecting attention, or providing comfort also does not constitute physical restraint.

2. **Seclusion** is the involuntary confinement of a person alone in a room, enclosure, or space which the person is physically prevented from leaving.

Behaviour strategies, such as "time out", used for social reinforcement as part of a behaviour plan, are not considered 'seclusion'.

The term seclusion does not apply where a student has personally requested to be in a different/secluded location/space.

3. Time out – is the removal of a child from an apparently reinforcing setting to a presumably non-reinforcing setting for a specified and limited period of time. Time out involves removing a student from sources of positive reinforcement as a consequence of a specific undesired behavior.

Time out is only one option along a continuum of behavior interventions supporting behavior change. Time-out can be implemented on several different levels, ranging from quiet time in the regular classroom to a time-out room in a location outside of the classroom.

Typically, time-out is used in tandem with positive interventions that can maximize student learning and assist in the acquisition of replacement behaviours.

DISTRICT POLICY FOR THE USE OF PHYSICAL RESTRAINT AND SECLUSION

1. Physical restraint and seclusion procedures are emergency, not treatment, procedures and are used *only* in exceptional circumstances where a student is in imminent danger of causing harm to self or others.
2. All school staff members are provided the opportunity to participate in training in positive behaviour interventions and supports and de-escalation techniques, and all specialized staff who work directly with a student in situations where there is a potential for imminent danger of serious physical harm to the student or others, and where they may be required to respond to an individual whose behavior is presenting a danger to self or others are expected to be trained in crisis intervention and the safe use of physical restraints and seclusion.
3. Parents, and where appropriate, students, are offered opportunities to be consulted in the development of positive behaviour supports and interventions, behaviour plans, emergency or safety plans.
4. Every instance where physical restraint and/or seclusion or the use of “time out” outside of a classroom has occurred is documented.
5. Prevention/intervention strategies are reviewed and revised in situations where: repeated use of physical restraint and seclusion for an individual student occurs; multiple uses of physical restraint and seclusion occur within the same classroom; or, physical restraint and seclusion is repeatedly used by an individual.
6. Incidents of physical restraint and seclusion will be reported to the school principal, and forwarded to the District Superintendent or designate.
7. The District will review this policy on a regular basis to ensure alignment with current research/practice and to ensure alignment with guidelines issued by the Ministry of Education.



SD 42 PROCEDURE: 9430.1

PROCEDURE AND GUIDELINES FOR THE USE OF PHYSICAL RESTRAINT AND SECLUSION IN SCHOOL SETTINGS

District staff will employ the following procedures and guidelines regarding the use of physical restraint and seclusion:

1. Physical restraint and seclusion are used *only* in exceptional circumstances where a student is in imminent danger of causing harm to self or others.
2. Where a student's behaviour could cause harm to self or others, restraint or seclusion may be required until such time as the imminent danger of serious harm to self or others has dissipated.
3. Physical restraint and seclusion procedures are used *only* as emergency, not treatment procedures. Neither physical restraint nor seclusion procedures are used as punishment, discipline or to force compliance.
4. It is expected that school personnel will implement positive behaviour supports and interventions, behaviour plans, emergency or safety plans, and other plans to prevent and de-escalate potentially unsafe situations.
5. Parents and, where appropriate, students will be offered opportunities to be consulted in the development of positive behaviour supports and interventions, behaviour plans, emergency or safety plans.
6. Training sessions in positive behavior support planning, non-violent crisis intervention, conflict de-escalation techniques, and safety planning will continue to be offered to school personnel on a regular basis.
7. School personnel who work directly with a student in situations where there is a potential for imminent danger of serious physical harm to the student or others, and where they may be required to respond to an individual whose behaviour is presenting a danger to self or others, are expected to have been trained in, crisis intervention and the safe use of physical restraint and seclusion.
8. In cases where a student's behaviour could potentially cause harm to self or others, the student's educational planning includes development of:
 - an Individual Education Plan (IEP) outlining the student's learning outcomes, required learning support services, and instructional and assessment methods,

- a formal positive behaviour support plan describing positive behaviour intervention supports and conflict de-escalation procedures,
 - an emergency or safety plan detailing emergency and safety procedures regarding the use of physical restraint and seclusion, and confirming the opportunity for formal training of school personnel, and
 - the student's behaviour plan and emergency or safety plan shall be attached to the student's IEP and reviewed regularly, at least, annually.
9. Recurring practice of restraint or seclusion is not to be common practice in any student's educational program. Prevention/intervention strategies are to be reviewed and revised in situations where: repeated use of physical restraint and seclusion for an individual student occurs; multiple uses of physical restraint and seclusion occur within the same classroom; or, physical restraint and seclusion is repeatedly used by an individual.
10. Physical restraint or seclusion is never conducted in a manner that could, in any way, cause harm to a student, i.e., never restricts the breathing of a student; never places a student in a prone position (i.e., facing down on his/her stomach) or supine position (i.e., on his/her back, face up); never employs the use of mechanical devices.
11. Any space used for the purpose of seclusion will not jeopardize the secluded student's health and safety.
12. Any student placed in seclusion is continuously visually observed by an adult who is physically present throughout the period of seclusion and that all health and safety policies or regulations including WorkSafe BC regulations be followed and school personnel able to communicate with the student in the student's primary language or mode of communication are present at all times.
13. Each incident involving the use of physical restraint or seclusion will include the following actions subsequent to an incident:
- Notification to the school principal as soon as possible after an incident/always prior to the end of the school day on which the incident has occurred. Upon receipt of such notification, the school principal will complete the *Report of Physical Restraint and/or Seclusion* district form.
 - Notification, by the school principal, to the student's parent(s)/ guardian(s) as soon as possible/always prior to the end of the school day on which the incident has occurred.
 - Notification by the school principal to the Director of Instruction, Learning Services as soon as possible after an incident/always prior to the end of the school day on which the incident has occurred. A copy of the *Report of Physical Restraint and/or Seclusion* district form will be provided to the Director of Instruction, Learning Services upon completion by the school principal.

- Notification to the District Superintendent or designate as soon as possible after an incident has occurred.
- A debriefing is to be scheduled involving school personnel, parents or guardians of the student, and wherever possible, with the student – to examine what happened/what caused the incident, and what could be changed, i.e. preventative and response actions that could be taken in the future, to make the use of physical restraint or seclusion unnecessary.

14. The District will review these procedures and guidelines on a regular basis to ensure alignment with current research/practice and to ensure alignment with guidelines issued by the Ministry of Education.



Restraint or Seclusion is an emergency procedure to be employed only when there is an imminent danger to self or others. In the event of restraint/seclusion procedures being implemented, the Principal, the student's parent(s) or guardian(s) must be informed and the following report completed. **TO BE COMPLETED BY SCHOOL PRINCIPAL IN CONSULTATION WITH ALL SCHOOL STAFF INVOLVED.**

Report of Physical Restraint and/or Seclusion

Student Name	Grade	Special Education Designation if applicable
Teacher/Class	School	Date
Nature of restraint /seclusion (describe exactly what procedure was used):		
Time procedure began and time it ended:		
Staff person initiating seclusion/restraint; others present/involved:		
Describe the behavior that led to the emergency use of seclusion/restraint, including time, location, activity, others present, other contributing factors:		
<p>Was there:</p> <p><input type="checkbox"/> Imminent serious physical harm to themselves</p> <p><input type="checkbox"/> Imminent serious physical harm to others</p> <p><input type="checkbox"/> Imminent serious physical harm to themselves and others</p>		
Procedures used to attempt to de-escalate the student prior to using seclusion/restraint:		
Follow-up with student after the seclusion/restraint:		
<p>Was a debriefing held or is a debriefing scheduled which includes school personnel and parents (and student if appropriate) and which will include reviewing incident and existing plans and revising them if necessary?</p> <p>If yes, date of meeting:</p>		
When was the parent/guardian notified?	Name of Principal/Vice Principal completing form:	
By whom?		

Copy to G4 File; Copy to Director of Instruction, Learning Services



ITEM 11

To: **Board of Education**

From: Board Policy Development
Committee

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

Date: May 18, 2016
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

On May 27, 2015 the Board approved a schedule of public meetings to allow the completion of the Annual Board Work Plan and to enhance the Board's community outreach through public engagement events on specific topics for a period of one year. This schedule allowed the Board to conduct its business and participate in more community and public engagement activities

Policy 2400: School Board Meeting Proceedings has now been amended to reflect the continuation of this schedule and at the recommendation of the Board Policy Development Committee ("Committee") is now being presented for approval.

RECOMMENDATION:

THAT the Board approve amended Policy 2400: School Board Meeting Proceedings.

Attachment



SD 42 POLICY: 2400

SCHOOL BOARD MEETING PROCEEDINGS

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

1. AGENDA PREPARATION

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

2. PROCEEDINGS

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

3. AGENDAS - REGULAR AND CLOSED MEETINGS

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

Opening Procedures

1. Call to Order
2. Correspondence
3. Approval of Agenda
4. Invitation for Public Input –members of the public can provide input on items on the Agenda. Speaker's time is limited to 2 minutes per person. This agenda item has a time limit of 10 minutes.

Approval of Minutes

Presentations – individuals and groups invited by the Board to make presentations. Time limits for individual presentations will be established to allow all speakers to present within the time limit for this item. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.

Delegations – registered delegations can make presentations to the Board. Time limits for individual delegations will be established to allow all registered delegations to present within the time limit for this item. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.

Deferred Items – Decision items only

Decision Items

Chairperson

Superintendent

Secretary Treasurer

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

Information Items

Chairperson

Superintendent

Secretary Treasurer

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

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

Trustee Reports

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

Question Period

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

Other Business

Public Disclosure of Closed Meeting Business

Adjournment

4. OTHER AGENDA NOTES

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

Written reports or brief verbal highlights will be provided.

5. SPECIAL MEETINGS

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

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

6. NOTICE OF MEETINGS

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

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

7. DISTRIBUTION OF AGENDAS

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

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

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

8. MINUTES OF MEETINGS

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

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

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

9. ELECTRONIC MEETINGS

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

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

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

10. REGULAR BOARD MEETINGS – DAY, TIME AND LENGTH

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

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

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

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

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

11. ADDITIONAL MEETINGS

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

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

12. STAFF ATTENDANCE AT MEETINGS

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

13. BOARD QUORUM

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

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

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

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

14. PUBLIC AND CLOSED SESSIONS

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

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

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

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

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

15. CONFLICTS OF INTEREST

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

16. INAUGURAL AND ANNUAL ORGANIZATIONAL MEETING OF THE BOARD

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

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

Items of Business

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

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

APPROVED: June 25, 2014

AMENDED: February 3, 2016

AMENDED:



ITEM 12

To: **Board of Education**

From: Superintendent
Sylvia Russell

Secretary Treasurer
Flavia Coughlan

Re: **2015 CARBON NEUTRAL ACTION
REPORT**

Date: May 18, 2016
(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 2015 Carbon Neutral Action Report, for information.

Attachment



2015 CARBON NEUTRAL ACTION REPORT

MAPLE RIDGE - PITT MEADOWS SCHOOL DISTRICT NO.42

EXECUTIVE SUMMARY

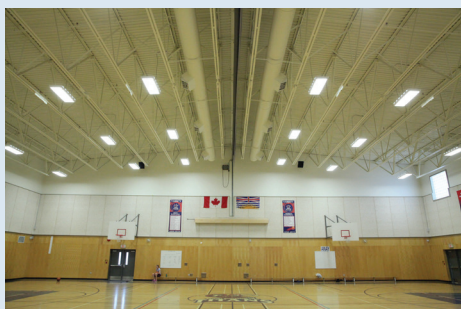


This Carbon Neutral Action Report for the period January 1st, 2015 to December 31st, 2015 summarizes our emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2015 to reduce our greenhouse gas emissions, and our plans to continue reducing emissions in 2016 and beyond. By June 30, 2016, 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. One year into the Plan and we are almost half way to meeting the Plan target of \$0.5 million in ongoing utilities savings.

A handwritten signature in blue ink that reads "Sylvia Russell".

Sylvia Russell, Superintendent of Schools
May 18, 2016



2015 GREENHOUSE GAS EMISSION

The Maple Ridge – Pitt Meadows school district produced a total of 3,289 tonnes of greenhouse gas emissions from all sources as reported in SMARTTool.

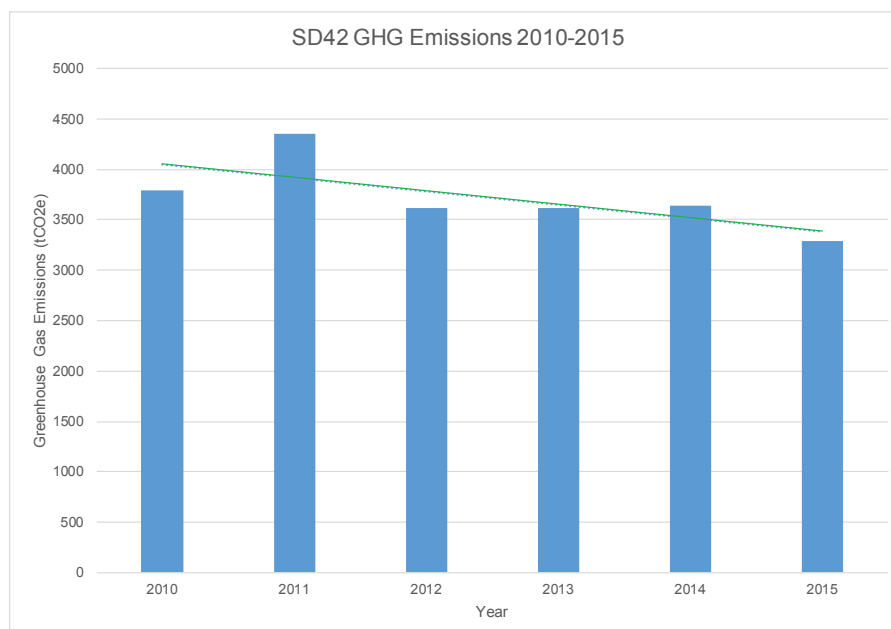
SCHOOL DISTRICT NO. 42 GHG EMISSIONS AND OFFSETS FOR 2015 (TC02E)	
GHG Emissions Created in Calendar Year 2015	
TOTAL EMISSIONS	3,287
TOTAL OFFSETS	3,281
Adjustments to GHG Emissions Reported in Prior Years	
TOTAL EMISSIONS	8
TOTAL OFFSETS	8
Total Emissions for Offset for the 2015 Reporting Year	
TOTAL OFFSETS	3,289

OFFSETS APPLIED TO BECOME CARBON NEUTRAL IN 2015

Of all the greenhouse gas emissions generated, a total of 3,289 tonnes of emissions offsets have been applied to become carbon neutral for 2015. This total was adjusted by 8 tonnes based on units consumed in 2014 but not reported previously due to billing delays.

EMISSIONS TRENDS

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





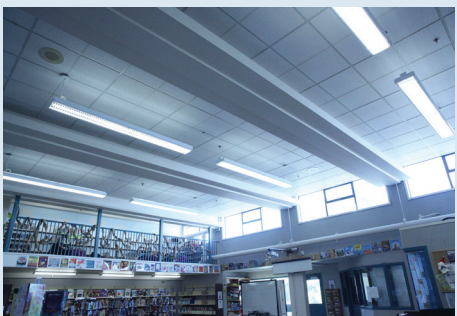
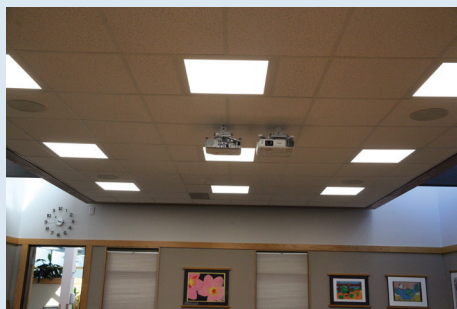
2014/15 RETROFITS

2014/15 projects included Thomas Haney Secondary lighting and HVAC and Webster's Corners' Elementary lighting upgrades that resulted in reductions of 1.3 million kWh, 2,540 GJ and 162 tCO₂e. The estimated ongoing energy savings are \$0.14 million. Additional benefits include improved lighting levels and more consistent lighting.



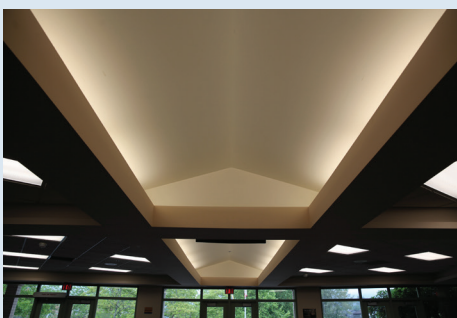
2015/16 RETROFITS

Since December 2015 lighting upgrades are underway at Samuel Robertson Technical, Harry Hooze Elementary, Yennadon Elementary, Glenwood Elementary, District Education Office and Maple Ridge Annex. A heating, ventilation and cooling upgrade at Samuel Robertson Technical is also underway. These projects will be completed by May 2016. These upgrades will result in reductions of 0.86 million kWh, 1,360 GJ and 91 tCO₂e.



SPOTLIGHT: GYM LIGHTING UPGRADE

The lighting in the Thomas Haney gymnasium has had a dramatic upgrade. The gymnasium used to have 240 2-lamp T8 fixtures in continuous rows. This was a maintenance challenge. After the retrofit, 192 fixtures were removed and the 48 remaining fixtures were upgraded to a 4-lamp T5 high output luminaire with extra long life lamps. This retrofit saves the school district approximately 15,600 kWh in electricity consumption and approximately \$1,500 in ongoing utility cost savings. Additional benefits include improved lighting levels and more consistent lighting. Due to the success of this upgrade, the same retrofit combination will be applied in other school gymnasiums where lighting retrofits are planned.





STAFF ENGAGEMENT HIGHLIGHTS

- On September 22, 2015, all school district custodial staff attended one of two training workshops on the newly approved four year Energy Management Plan. Custodial staff, shown in the above picture, were encouraged to suggest further opportunities for energy savings.
- In the fall of 2015, Senior Team approved the creation of the Environmental Sustainability Committee that will be comprised of seven members: one senior team member, two MRPVPA representatives, two MRTA representatives, the Director of Maintenance and the Manager, Energy and Environmental Sustainability. The purpose of the Committee will be to 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 sustainability principles into all school district functions and operations.



STUDENTS POWERING REAL CHANGE

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. These recommendations included the creation of a school district wide energy conservation event.

In October 2015, the school district organized a month long energy challenge as a result of the Thomas Haney students' recommendations to the Board. This initiative raised awareness about energy conservation in schools by challenging schools to think of unique ways to decrease electricity and natural gas consumption. The winning school, Harry Hooge Elementary, saw a 21% drop in energy consumption and they were presented with a trophy for their efforts.



IN THE NEWS

MARCH 2, 2015

MAPLE RIDGE SCHOOL DISTRICT CELEBRATES GREEN UPGRADES

The Maple Ridge - Pitt Meadows Times featured the Thomas Haney Centre retrofit and the student workshop in a recent article stating: "A new initiative from BC Hydro and School District 42 turns infrastructure upgrades into teachable moments."

JUNE 26, 2015

HAMMOND TURNS OFF LIGHTS

The Maple Ridge - Pitt Meadows News featured the story of a group of Hammond Elementary grade 7 students who showed the school district how it can achieve dramatic energy savings. They conducted a power down day to see how much savings could be achieved by simply turning off lights and other electrical appliances.

"The results were astonishing: 67% reduction in the school's electricity consumption. The school's usage dropped from 600 to 200 kWh, or approximately \$40 in electricity savings, over the course of their power down day."

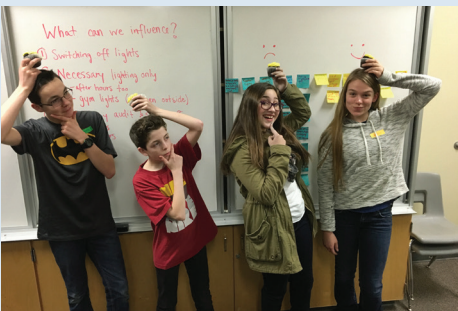
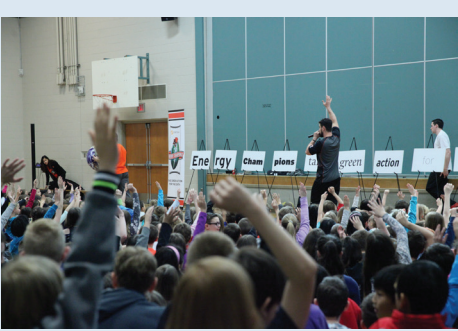
"The students want to do more - they want to do power down day every Friday."

NOVEMBER 10, 2015

ENERGY UPGRADES FOR THREE SCHOOLS

The Maple Ridge - Pitt Meadows News featured a story about the funding received from the Ministry of Education to fund three capital projects: replacement of 46 rooftop heat pumps at Westview Secondary School and two central boiler and domestic hot water system upgrades at Albion Elementary and Fairview Elementary.

"Energy efficiency is the theme as three schools in the Maple Ridge - Pitt Meadows School District received a combined \$846,000 in funding for capital projects."



PLANS TO CONTINUE REDUCING GREENHOUSE GAS EMISSIONS IN 2016

- 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.



ITEM 13

To: **Board of Education**

From: Superintendent
Sylvia Russell

Re: **SUPERINTENDENT'S UPDATE**

Date: May 18, 2016
(Public Board Meeting)

Information

RECOMMENDATION:

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



ITEM 14

To: **Board of Education**

From: Roundtable with Partners

Re: **MINUTES OF MAY 4, 2016 MEETING**

Date: May 18, 2016
(Public Board Meeting)

Information

RECOMMENDATION:

THAT the Minutes of the May 4, 2016 Roundtable with Partners Meeting be received as circulated.

Attachment

IN ATTENDANCE:

BOARD MEMBERS:

Trustee – Ken Clarkson
Trustee – Susan Carr
Trustee – Korleen Carreras
Trustee – Mike Murray

STAFF:

Superintendent – Sylvia Russell
Secretary Treasurer – Flavia Coughlan
Director of Instruction – Shannon Derinzy

PARTNER GROUPS:

DSAC – Kristi Blakeway, Nicole Neggers, Steve Wiebe, Sydney Steven, Courtney Connor, Josh Nicholas, Hudson Campbell, Lucas Constable, Haley Grotsad
DPAC – Kim Dumore, Nicole Bowden

ABSENT:

CUPE
MRPVPA
MRTA

1. Call to Order

The meeting was called to order at 9:04 a.m. The Chairperson welcomed and thanked everyone for attending.

2. Student Voice

The Superintendent presented a summary of the Student Forum feedback collated by A. Hales. Participants were invited to discuss the information shared and provide input on how to use the feedback collected in future planning.

Participants suggested that the summary of feedback collected be shared with the Student Forum participants.

3. Next Steps

DSAC representatives were invited to provide feedback on potential Board meetings in schools and ways to encourage students to attend. Students suggested that meetings with the Board be opportunities for students to learn from the Board and for Trustees to hear from students. It was noted that student participation may increase if the meeting will be part of the school day.

4. Draft SD42 Framework for Enhancing Student Learning

The Superintendent shared a draft diagram for the SD42 Framework for Enhancing Student Learning and gave a brief overview of the Ministry of Education Framework.

Participants were invited to review and provide input on the draft SD42 Framework for Enhancing Student Learning.

5. Other

The meeting adjourned at 10:40 a.m.



RECORD
2015-2016

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

April 13, 2016

Call to Order	Meeting called to order at 1:02 p.m.
Motion of Exclusion	Approved
Correspondence	Received for information
Approval of Agenda	Approved as circulated
Approval of Minutes	Approved as circulated
Superintendent's Information Item	Received for information
Secretary Treasurer's Information Item	Received for information
Committees	Received for information
Superintendent's Information Item	Received for information
Adjournment	Adjourned at 2:31 p.m.

April 13, 2016

Call to Order	Meeting called to order at 2:31 p.m.
Motion of Exclusion	Approved
Approval of Agenda	Approved as circulated
Information Item	Received for information
Adjournment	Meeting adjourned at 2:38 p.m.