

Wednesday, November 7, 2012
6:00 p.m.

District Education Office
22225 Brown Avenue
Boardroom

A G E N D A

“For everyone, well-being is a journey. The secret is committing to that journey and taking those first steps with hope and belief in yourself” ~ Deepak Chopra

A – OPENING PROCEDURES

1. Call to Order
2. Correspondence ITEM 1
 - i. Richmond School District No. 38
(October 16, 2012) Subject: Richmond Brief
 - ii. Jamie Brennan, Chairperson – School District No. 68 (Nanaimo-Ladysmith)
(October 29, 2012) Subject: \$10/day/Child Care
 - iii. Don McRae, Honourable Minister – Ministry of Education
(October 30, 2012) Subject: Aboriginal Education
3. Ordering of Agenda
4. Invitation for Public Input to matters on the Agenda

B – CONFIRMATION OF MINUTES

1. October 24, 2012 ITEM 2

C – PRESENTATIONS

1. Bookfest and Learning Resource Centre
- Halia Hirniak, District Helping Teacher-Librarian ITEM 3

D – DELEGATIONS

E – CHAIR REPORT

F – DEFERRED ITEMS

G – TRUSTEE MOTIONS

H – CHIEF EXECUTIVE OFFICER’S REPORT

1. Decision Items
 - a) Superintendent of Schools
 - i. Registration Acceptance Criteria ITEM 4
 - b) Deputy Superintendent
 - c) Secretary Treasurer

- i. School District No. 42 Business Company ITEM 5
 - ii. Temporary Borrowing Resolution ITEM 6
- 2. Information Items
 - a) Superintendent of Schools
 - i. Kindergarten On-Line Registration ITEM 7
 - b) Deputy Superintendent
 - i. Enrollment Report ITEM 8
 - c) Secretary Treasurer

I – COMMITTEE BUSINESS

- 1. Committees of the Whole
 - a) 2011 - 2012 Finance
 - b) 2012 - 2013 Budget
 - c) Advocacy
 - d) Human Resources
- 2. Committee & Advisory Committee Reports
 - a) Aboriginal Education
 - b) Board Policy Development
 - c) District Student Advisory
 - d) Education
 - e) French Immersion Advisory
 - f) Inclusive Education
 - g) Transportation

J – QUESTION PERIOD

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

K – TRUSTEE REPORTS

- 1. BC School Trustees' Association Provincial Council
- 2. District Parent Advisory Council
- 3. Joint Parks and Leisure Services
- 4. Municipal Advisory & Accessibility
- 5. Ridge Meadows Community Arts Council
- 6. Ridge Meadows Education Foundation
- 7. Social Planning Advisory
- 8. Tzu Chi Foundation
- 9. Youth Society
- 10. Other Board Liaison Representative Reports
 - a) Good News Items
 - b) Public Disclosure of Closed Meeting Business ITEM 9

L – OTHER BUSINESS

M – ADJOURNMENT

To: Board of Education

From: Chairperson
Mike Murray

Re: **OPENING PROCEDURES**

Date: November 7, 2012
(Public Board Meeting)

Information/Decision

1. CALL TO ORDER

2. CORRESPONDENCE (Information Item)

- i. Richmond School District No. 38
(October 16, 2012)
- ii. Jamie Brennan, Chairperson – School District No. 68 (Nanaimo-Ladysmith)
(October 29, 2012)
- iii. Don McRae, Honourable Minister – Ministry of Education
(October 30, 2012)

RECOMMENDATION

THAT the Board receive all correspondence for information.

**** Attachments**

3. ORDERING OF AGENDA (Decision Item)

RECOMMENDATION:

THAT the Agenda be ordered as circulated.

4. Invitation for Public Input to matters on the Agenda

October 16, 2012

Select Standing Committee on Finance and Government Services
Room 224, Parliament Buildings
Victoria, BC
V8V 1X4

To the Select Standing Committee on Finance and Government Services

Introduction

This brief is presented to the Select Standing Committee on Finance and Government Services jointly by the Board of Education of School District 38 (Richmond), the Richmond District Parents Association, the Richmond Association of School Administrators, the Richmond Teachers Association, CUPE Local 716 and the management staff of the district. We have chosen to present this brief together because we are all deeply invested in public education and committed to providing the best possible learning opportunities for the students in our diverse community. We support an inclusive culture of collaboration and positive open relationships with all our stakeholders. This is the "Richmond Way", where we all work together to achieve our common vision. As our motto states, "Our Focus Is On The Learner".

Education Must Be A Budget Priority

As your Committee ponders the difficult decisions that come with making budget choices for the Province, we urge you to ensure that education is a budget priority. We firmly believe that the public education system in BC is of such strategic importance to the Province that funding protection alone is not sufficient. If we want our provincial economy to be globally competitive and sustainable, we will need to ensure that we fund a system that ranks globally in excellence. Education *is* expensive, but ignorance is more expensive still.

As noted in numerous economic studies of education levels and economic capacity, every dollar that is invested in public education is a dollar that will pay off in future economic growth and a strong, democratic society. Every dollar that is invested in the public education system is a dollar that works towards reducing future health care and justice system costs. Every dollar invested in our children's education is repaid many times over as they grow into skilled and productive members of the workforce who are able to absorb new information, acquire new skills, and familiarize themselves with new technologies. With such a tremendous return on investment, it is no wonder that Nobel Laureate Nelson Mandela's view of education is summed up in the following quote: "*Education is the most powerful weapon you can use to change the world.*"

The Richmond Context

Richmond is the fourth most populous municipality in the Greater Vancouver region, with a population that has grown to just under 200,000 as indicated by the most recent estimates done by the City of Richmond. Over the next 30 years, as planned development of the Richmond city centre unfolds, the population is projected to grow to about 280,000.

Richmond's population is diverse, with only 45% of Richmond residents who are Canadian by birth. 54% are Landed Immigrants and 1% who are living here on work permits. 39% of residents speak English as their mother tongue, but close to 53% say that English is the language used most at home. On the last census, the city had the lowest percentage of households speaking primarily English in BC.

Despite a high average family income, about a quarter of the families in Richmond live at or below the poverty line. According to data gathered for the Human Early Learning Partnership, children in Richmond face the same range and severity of social, economic and educational challenges as those in other Lower Mainland municipalities. Early Development Instrument results indicate that 30% of kindergarten students score below the vulnerability threshold on at least one domain assessed.

It is within this diverse and complex context that the Richmond School District seeks to provide the best possible public education for the approximately 22,000 students we serve. We are the fifth largest of the sixty school districts in the province. 6,200 (28%) of our students are ESL students, and a further 700 (3%) are students with special needs in a category for which the Ministry provides additional funding. However, we also have over 800 students with a special need identified according to Ministry guidelines who receive no supplemental funding. Except in very extreme instances, all students in Richmond are fully included in all aspects of the educational program and school life, regardless of their needs, abilities, or background.

Our students are high achievers, and over 90% of them graduate 6 years after entering grade 8. This is one of the highest completion rates in the province, and is noteworthy given how diverse our community is in terms of languages, backgrounds and income.

Recommendations

We have four recommendations for your Committee to consider:

1. Ensure That Public Education Receives Increased, Stable and Consistent Funding

In recent years, following the need to significantly reduce our budget allocation for resource teachers, teacher librarians, educational assistants and custodial staff in order to offset funding shortfalls, we have made this same request of the Standing Committee.

We are grateful for the institution of the "funding protection" model, in which all school districts are guaranteed that they will see no more than a 1.5% reduction in operating grant revenues despite potentially larger decreases in enrolment, since funding protection has helped to stabilize the operating budgets of school districts.

However, we continue to be concerned that funding levels are not adequate enough to allow us to provide the level of service that we believe parents expect for their children and that this province should be achieving as a global leader.

In particular, the budget reductions mentioned above have all had a noticeable impact in the classroom. We are challenged to provide adequate support to the most needy of our students, but the loss of resources means that others, such as gifted students, also feel the impact of the fewer available specialized resources. For our most needy students with special needs, for example, funding in the amount of \$36,600 per student is provided. However, these students typically need to have two full time support staff with them at all times because of the severity of their need. The cost of such support is approximately \$80,000 which means that the funding shortfall must be made up from cuts to other students' services.

School districts have adapted to the current funding levels, and staff at all levels have devised ways to ensure that we minimize the impact on the classroom. Our concern is not about the efficiency of the system – it is that our effectiveness continues to be eroded by budget cuts. We urge you to redress this increasingly urgent situation.

2. Commit To Fully Fund The Annual Facilities Grant

The Annual Facilities Grant is the funding source for facilities maintenance projects in school districts. We are appreciative of the recommendation made by the Standing Committee to restore the AFG to its full amount following two years of significant reductions during which the district's list of deferred maintenance projects grew considerably.

We suggest that AFG funding be increased to help with reducing the deferred maintenance list, as we are concerned about updating our facilities to current health, safety and operating standards. At a minimum, however, we recommend that this important funding source for the maintenance of our school infrastructure continue to be held at current levels for the next year, and that a commitment to multi-year AFG funding be affirmed so that districts can adequately plan for infrastructure maintenance projects.

3. Reinstate A Capital Plan For Facilities

An ageing infrastructure in most school districts, along with specific concerns with respect to seismic upgrading and building envelope deficiencies, will need an infusion of capital funding.

Of key concern to Richmond is the need to acquire a site in City Centre and plan for the construction of a new elementary school for that site. Land values in the city centre are high, which means that a significant investment is required, and the amount of available land is quickly diminishing, which requires a commitment for the funding to be made almost immediately. We would also like clarification of the provincial government position on the disposal of surplus school sites, as it is our understanding that we continue to require approval of the Minister before a site can be sold.

4. Consider District Needs and Provide Support For Proposed New Initiatives In Education

The Ministry of Education continues to focus on personalized learning as a major new initiative. It recognizes that students learn differently, bring different experiences and motivations to the classroom, and require different approaches from their teachers. This will require even more time and attention to individual needs than the current educational model, and will mean additional demand for staff, resources, training and technology.

There is much literature that supports the concept that a needs-specific approach and transition support are fundamental to successful change management efforts.

We ask, therefore, that the changes that are being contemplated as part of government policy not be undertaken on a "one size fits all" approach and without adequate support for school districts.

One such initiative being undertaken as part of the personalized learning approach is to encourage students to take up trades programs and register in apprenticeship programs. This is seen, not only as an important educational initiative but one that is crucial to ensure that the province's future need for skilled workers can be met. Trades courses typically need smaller student to teacher ratios to be successful, which has cost implications for school districts.

We believe that addressing the funding needs of these programs with subsidies for up to 25% smaller class sizes would be a concrete way to build success for this worthwhile initiative.

Conclusion

As a district that places great value in our collaborative and consultative approach, we would be pleased to make ourselves available for future consultation on educational initiatives that the provincial government might wish to implement. We appreciate the opportunity to present the Standing Committee with this brief that emphasizes our belief in the importance of public education in BC, and we hope that more presentation spots are made available in future years to ensure that in-person input into the process can be as complete as possible.

We conclude our brief with this quotation from Lyndon Johnson, since it summarizes the importance of the public education system in a democratic society:

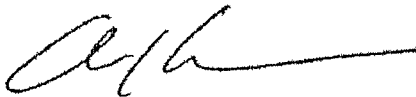
"We have entered an age in which education is not just a luxury permitting some men an advantage over others. It has become a necessity without which a person is defenseless in this complex society."

Please make public education a budget priority. It is an absolute necessity for the children in our society.

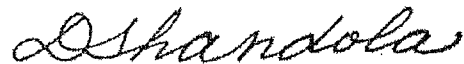
Thank you.



Mrs. Donna Sargent
On Behalf of the Board of Education (Richmond)



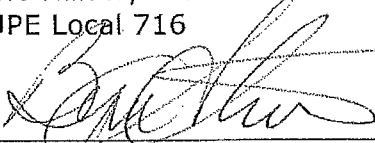
Al Klassen, President
Richmond Teachers' Association



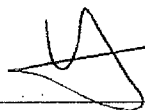
Darlene Shandola, President
Richmond Association of School Administrators



June Kaiser, President
CUPE Local 716



Byron Stevens, President
Richmond District Parents Association



Victor Tang, Richmond Management & Professional Staff Representative
Richmond School District

Cc Trustees
Superintendent of Schools
Secretary Treasurer
The Honourable J. Yap, MLA (Richmond-Steveston)
R. Howard, MLA (Richmond Centre)
L. Reid, MLA (Richmond East)
BCSTA



**BOARD OF EDUCATION
SCHOOL DISTRICT 68 (NANAIMO-LADYSMITH)**

Today's Learner – Tomorrow's Future

Office of the Board Chair

**395 Wakesiah Avenue
Nanaimo, BC V9R 3K6
Telephone 250-741-5238
Fax 250-741-5309**

October 29, 2012

J. Green, President, NDTA
K. Dunaway, Vice-President, CUPE
T. Davie, NSAA President
A. Cameron, President, DPAC
S. Sproston, Chair, DASG

Education Reps for
Snuneymuxw First Nation
Snaw-Naw-As First Nation
Stz'uminus First Nation
Tillicum Lelum
Mid Island Metis Nation

To Whom It May Concern:

RE: \$10/day/Child Care

At a recent Board meeting, the Board endorsed the \$10/Day/Child Care Plan.

R12/10/24-15 That the Board of Education of School District 68 (Nanaimo-Ladysmith) endorses the Community Plan for a Public System of Integrated Early Care and Learning, otherwise known as the \$10/Day/Child Care Plan.

Following this motion, the Board adopted the following motion.

R12/10/24-16 That the Board of Education of School District 68 (Nanaimo-Ladysmith) encourages awareness of the \$10/Day/Child Care Plan to our partner groups and request that they endorse the program as well.

Attached, please find a copy of the Board's letter to Ms. Sharon Gregson of Integrated Early Care & Learning in BC. I would urge you to send a letter in support of this worthy program.

Yours truly,

Jamie Brennan
Chair

Pc: Minister of Education
BCPSEA
BCSTA (member Boards)
Board of Education
Superintendent/CEO
Secretary-Treasurer



**BOARD OF EDUCATION
SCHOOL DISTRICT 68 (NANAIMO-LADYSMITH)**

Today's Learner – Tomorrow's Future

Office of the Board Chair

**395 Wakesiah Avenue
Nanaimo, BC V9R 3K6
Telephone 250-741-5238
Fax 250-741-5309**

October 29, 2012

Ms. Sharon Gregson
Integrated Early Care & Learning in BC
Coalition of Child Care Advocates of BC
2772 East Broadway
Vancouver, BC V5M1Y8

Dear Ms. Gregson:

RE: \$10/day/Child Care

Our Board received your correspondence earlier in September and forwarded it to our Education Committee for a fulsome discussion.

The Education Committee forwarded the following motion to our Board which was adopted on October 24, 2012.

R12/10/24-15 That the Board of Education of School District 68 (Nanaimo-Ladysmith) endorses the Community Plan for a Public System of Integrated Early Care and Learning, otherwise known as the \$10/Day/Child Care Plan.

At our Education Committee Meeting, held earlier in the month, we discussed the \$10/day public child-care program plan developed by the Coalition of Child Care Advocates and the Early Childhood Educators of BC. We believe that such a program would allow more people to participate in our workforce with the knowledge that their children were being cared for in a quality environment. We believe it is a good social and economic policy for our province and would hope that the province would fully fund this initiative, if approved.

Yours truly,

Jamie Brennan
Chair

Pc: Minister of Education
BCPSEA
BCSTA (member Boards)
Board of Education
Superintendent/CEO
Secretary-Treasurer



October 30, 2012

Ref: 162473

Mike Murray, Chair
Board of Education
School District No. 42 (Maple Ridge-Pitt Meadows)
22225 Brown Ave
Maple Ridge BC V2X 8N6

Dear Mr. Murray:

I am responding to a letter dated September 4, 2012, addressed to the former Minister of Education, George Abbott, requesting approval for the Maple Ridge-Pitt Meadows Board of Education to underspend its targeted Aboriginal education amount for the 2011/12 school year. As the newly appointed Minister of Education, I am pleased to respond.

Pursuant to section 106.4(2) of the *School Act*, approval is granted for the Board to underspend its 2011/12 school year Aboriginal Education target in an amount up to \$142,999. This variation of direction is granted on the condition that these funds will be brought forward and added to the 2012/13 school year Aboriginal Education targeted amount to be expended on Aboriginal education programs.

Sincerely,

Don McRae
Minister

pc: Jan Unwin, Superintendent of Schools
Flavia Coughlan, Secretary-Treasurer
Alan Millar, Principal, Aboriginal Education



ITEM 2

To: Board of Education

From: Chairperson
Mike Murray

Re: **CONFIRMATION OF MINUTES**

Date: November 7, 2012
(Public Board Meeting)

Decision

RECOMMENDATION:

THAT the Minutes of the October 24, 2012 Public Board Meeting be approved as circulated.

Attachment

IN ATTENDANCE:

BOARD MEMBERS:

Board Chairperson – Eleanor Palis
Vice-Chairperson – Mike Murray
Trustee – Susan Carr
Trustee – Ken Clarkson
Trustee – Dave Rempel
Trustee – Sarah Nelson – joined by MSLync

STAFF:

Superintendent – Jan Unwin
Secretary Treasurer – Flavia Coughlan
Deputy Superintendent – Laurie Meston
Mgr. of Communications/Community Relations – Irena Pochop
Executive Assistant – Tracy Orobko

ABSENT:

Trustee Marshall

A. OPENING PROCEDURES

Call to Order

The meeting was called to order at 6:00 p.m.

The Chair welcomed and thanked everyone for attending.

1. **Correspondence**

- Ron Johnstone, Chairperson – School District No. 78 (Fraser-Cascade)
- Don McRae, Honourable Minister – Ministry of Education

Moved: Trustee Rempel

Seconded: Trustee Palis

THAT the Board receive all correspondence for information

CARRIED

2. **Ordering of Agenda**

Moved: Trustee Rempel

Seconded: Trustee Clarkson

Additions/Amendment:

Deputy Superintendent Information Item - Moved to Deputy Superintendent Decision Item

Mike Murray - Chair Report

Moved: Trustee Rempel

Seconded: Trustee Carr

THAT the Agenda be ordered as amended.

CARRIED

The Chair opened the floor to others wanting to speak to the Agenda.

B. CONFIRMATION OF MINUTES

1. October 10, 2012 Public Board Meeting Minutes

Moved: Trustee Rempel

Seconded: Trustee Clarkson

THAT the Minutes of the October 10, 2012 Public Board Meeting be approved as circulated.

CARRIED

C. PRESENTATIONS

David Vandergugten, Director of Instruction K-12 Education

Director Vandergugten provided a PowerPoint presentation “Supporting Student Learning Grades 1 - 12 Using Technology to Engage the Learner” which highlighted data on the Reading Racer summer program; growth rates; improved reading fluency; student engagement and understanding.

Director Vandergugten will forward the PowerPoint of the presentation to Board members.

Examples of Inquiry Project 2012 were provided. All of the information can be found at:

Inquiry.sd42.ca

Schools.sd42.ca/ipod

121.sd42.ca

Comments were made regarding online safety. Director Vandergugten provided examples of simulation tests currently being used for elementary students with the plan to access grades 10, 11 and 12. Students are scored a rating of how safe they are on the internet.

The Chair acknowledged the passing of Amanda Todd expressing the Board’s sympathy. The Board thanked the Superintendent’s office for distributing a letter to parents expressing condolences and encouraging everyone to maintain open and honest dialogue with students. The Board is currently working on a Safe, Caring and Healthy schools policy. The Superintendent commended all staff for their efforts.

BCSTA Teacher Collective Bargaining Task Force

The Board has collaboratively gathered input for a BCSTA submission. The Chair summarized: achieving longer contract terms; requesting the Labour Relations Board to apply greater pressure to parties during bargaining; stressing earlier mediation; requesting a review be undertaken on how education funding is raised and allocated.

D. DELEGATIONS**E. CHAIR REPORT****F. DEFERRED ITEMS****G. TRUSTEE MOTIONS****H. CHIEF EXECUTIVE OFFICER’S REPORT**

1. **Decision Items**

- a) **Superintendent of Schools**

b) Deputy SuperintendentLearning Improvement Fund (“LIF”)

The Deputy Superintendent provided background including the collaboration with MRTA and CUPE. The LIF has been reviewed, finalized and must be submitted by the October 31, 2012.

The Chair opened the floor to questions.

The Board thanked Deputy Superintendent Meston and staff for their efforts with the LIF.

Moved: Trustee Rempel

Seconded: Trustee Clarkson

THAT the Board approve the submission of the Learning Improvement Fund Approval form and the Learning Improvement Plan Summary to the Minister of Education by October 31, 2012.

CARRIED**c) Secretary Treasurer****2. Information Items****a) Superintendent of Schools****b) Deputy Superintendent****c) Secretary Treasurer****I. COMMITTEE BUSINESS****J. QUESTION PERIOD****K. TRUSTEE REPORTS**

BC School Trustees’ Association. Trustee Clarkson will be attending Provincial Council meetings on Friday and will report back in due course. Topics for discussion include Cowichan School District By-Elections, new student information system (replacing BCeSIS), and BCSTA Branch Bylaws. Motions must be of an emergent nature.

Fraser Valley BC School Trustees’ Association. The regional branch meeting was held at THSS on October 15, 2012 where the THSS model was presented and well received by the participating Board Trustees. Fraser Valley Trustees commended Principal Sean Nosek, Chef Brian Smith and their culinary students for the event.

Trustee Clarkson reported the manner in which BCSTA motions are tracked, will be discussed at the Provincial Council meetings.

Municipal Advisory and Accessibility. The Chair reported representatives may wish to attend an upcoming Board meeting to highlight initiatives.

Social Planning Advisory. Trustee Nelson will be receiving a draft committee plan for next year and will forward same to the Executive Assistant in due course.

Good News Items

Trustee Palis reported on her recent school visits sharing her enthusiasm of participating in the daily school activities.

Trustee Carr reported on the recent playground openings at Eric Langton and Alouette Elementary schools commending both for their community fundraising efforts and thanking all those service groups Rotary,

Kiwanis, Royal Canadian Legion, Ministry of Education, and those tireless parents who raised \$30,000 towards the cause. One little girl solely raised \$2,000.

Trustee Clarkson commented on his recent school visits to Whonnock and Webster's Corners Elementary schools citing the vast changes in technology in classrooms igniting vibrancy in the schools.

Trustee Rempel reported on a new Rotary program where grade six/seven aged children are participating in a form of inquiry.

Chair Murray reported on his attendance at the exceptional senior music concert at MRSS last evening and commended the talents of the Chamber Choir.

Chair Murray reported on his attendance at the recent "Me to We" event at Rogers arena and commended the youth community for their global awareness citing there is no future in isolation; but that in interconnectedness.

L. OTHER BUSINESS

M. ADJOURNMENT

Moved: Trustee Rempel

Seconded: Trustee Clarkson

THAT the meeting of the Board be adjourned at 7:05 p.m.

CARRIED

Mike Murray, Chairperson

Flavia Coughlan, Secretary Treasurer

To: Board of Education

From: Board Chairperson
Mike Murray

Re: **PRESENTATION**

Date: October 24, 2012
(Public Board Meeting)

Information

Bookfest and Learning Resource Centre

- Halia Hirniak, District Helping Teacher-Librarian

RECOMMENDATION:

THAT the Board receive Halia Hirniak's Bookfest and Learning Resource Centre presentation for information.



ITEM 4

To: Board of Education

From: Superintendent
Jan Unwin

Re: **REGISTRATION ACCEPTANCE CRITERIA**

Date: November 7, 2012
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

Following the kindergarten registration process each year, Senior Staff does a review in order to continue to improve the system to better meet the needs of parents. A concern we heard many times, especially when we do catchment reviews, was the fact that parents were always most concerned about having to have their children in two different schools. Senior staff agrees that this is undesirable so we have altered the Registration Acceptance Criteria to ensure that this does not happen. We believe that once a child is accepted into a school (from out of catchment), that they will be considered, from that point forward, the same as those who are in the school from inside the catchment. This ensures that they do not have to worry about being “moved” from the school if there is an enrollment bulge and also ensures that their sibling will share the same school.

RECOMMENDATION:

THAT the Board approve the attached Acceptance Criteria for January 1, 2013.

CURRENT:

Acceptance Criteria for Prioritizing Placements for All Registrations

1. IN catchment with siblings already attending catchment school (proof of residency required OR displaced catchment siblings on district list)
2. IN catchment (proof of residence required)
3. OUT of catchment with siblings
4. IN catchment daycare
5. OUT of catchment without siblings
6. OUT of district with siblings
7. OUT of district without siblings

PROPOSED BEGINNING JANUARY 1, 2013:

Acceptance Criteria for Prioritizing Placements for All Registrations

1. Siblings of students already attending desired elementary school (currently grades K to 6)
2. IN catchment (proof of residence required)
3. IN catchment daycare (proof of daycare in catchment required)
4. OUT of catchment without siblings
5. OUT of district

To: Board of Education

From: Secretary Treasurer
Flavia Coughlan

Re: **SCHOOL DISTRICT NO. 42**
BUSINESS COMPANY

Date: November 7, 2012
(Public Board Meeting)

Decision

BACKGROUND:

The School District No. 42 Business Company was incorporated on March 2, 2004 (Attachment A – Certificate of Incorporation and Attachment B – School District No. 42 Business Company Bylaw). The School District No. 42 is the sole shareholder of the School District No. 42 Business Company. The Directors are: the Board Chair, the Superintendent and the Secretary Treasurer. The business company has never been active and at this time there are no planned business activities for future years.

It should be noted that under section 95.53 of the School Act the Board must prepare and pay for an annual report for the business company that includes audited financial statements in respect of the immediately preceding fiscal year. The audited financial statements of the School District No. 42 Business Company for the year ended June 30, 2012 are included in Attachment C. On a consolidated basis these statements were approved by the Board at the September 12, 2012 meeting.

In summary, at this time there is no need to maintain the School District No. 42 Business Company therefore we are recommending that the Board proceed with the dissolution of the School District No. 42 Business Company (Attachment D – Dissolution of the School District No. 42 Business Company Bylaw).

RECOMMENDATIONS:

1. THAT the Board approve the audited financial statements for the School District No. 42 Business Company for the year ending June 30, 2012 for submission to the Ministry of Education.
2. THAT Bylaw #1 – 2012/2013 be given three (3) readings at this meeting (vote must be unanimous).

BYLAW RECOMMENDATION:

1. THAT Bylaw #1 – 2012/2013 be approved as read a first time.
2. THAT Bylaw #1 – 2012/2013 be approved as read a second time.
3. THAT Bylaw #1 – 2012/2013 be approved as read a third time and finally adopted.



NUMBER: PA-394

CERTIFICATE OF INCORPORATION

SCHOOL AMENDMENT ACT, 2002

I Hereby Certify that

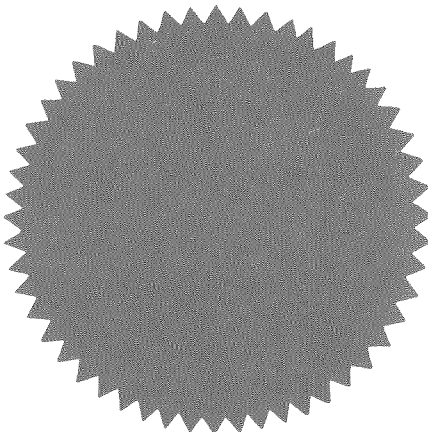
SCHOOL DISTRICT NO. 42 BUSINESS COMPANY

has this day been incorporated under the *School Amendment Act, 2002*

*Issued under my hand at Victoria, British Columbia
on March 02, 2004*

A handwritten signature in black ink, reading 'J. Powell'.

JOHN S. POWELL
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA



SCHOOL DISTRICT NO. 42 BUSINESS COMPANY BYLAW 1 – 2003/04

BE IT RESOLVED

That the School District incorporate School District No. 42 Business Company and the form of Memorandum and Articles presented to this Board be approved

BE IT FURTHER RESOLVED

That the following persons be appointed as the first Directors of the Company:

Don Woytowich

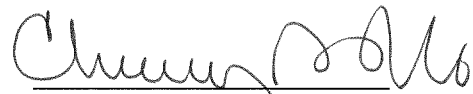
Cheryl Ashlie


Chris Luke

and their names, addresses and occupations be inserted in the Memorandum in the space provided.

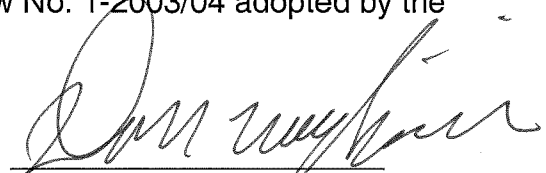
BE IT FURTHER RESOLVED

That the Secretary Treasurer be, and is hereby authorized, to do all other further acts and things as may be required of incorporating the said Company.


Board Chair


Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 42 (Maple Ridge-Pitt Meadows) Business Company Bylaw No. 1-2003/04 adopted by the Board on the 25th day of February, 2004.


Secretary Treasurer



Financial statements

School District No. 42 Business Company

June 30, 2012

Contents

	Page
Independent auditor's report	1-2
Balance sheets	3
Notes to the financial statements	4-5



Grant Thornton

Independent auditor's report

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To the Board of Education

School District No. 42 (Maple Ridge – Pitt Meadows)

We have audited the accompanying financial statements of School District No. 42 Business Company (the "Company"), which comprise the balance sheets as at June 30, 2012, June 30, 2011 and July 1, 2010, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Company's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Public Agenda Page 23



We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of School District No. 42 Business Company as at June 30, 2012, June 30, 2011 and July 1, 2010 in accordance with Canadian public sector accounting standards.

Grant Thornton LLP

Vancouver, Canada

September 12, 2012

Chartered accountants


School District No. 42 Business Company

(Incorporated under the School Amendment Act 2002)

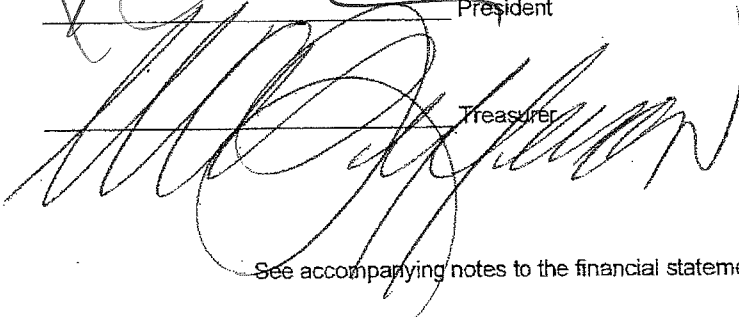
Balance sheets

	June 30 2012	June 30 2011	July 1 2010
			(Note 3)
Liabilities			
Due to School District No. 42 (Maple Ridge - Pitt Meadows) (Note 4)	\$ 4,334	\$ 4,334	\$ 4,334
Net debt and accumulated deficit	\$ (4,334)	\$ (4,334)	\$ (4,334)
Accumulated deficit			
Capital stock (Note 5)	\$ 1	\$ 1	\$ 1
Deficiency	(4,335)	(4,335)	(4,335)
	\$ (4,334)	\$ (4,334)	\$ (4,334)

On behalf of the Board



President



Treasurer

See accompanying notes to the financial statements.

School District No. 42 Business Company

Notes to the financial statements

June 30, 2012

1. Nature of operations

The School District No. 42 Business Company (the "Company") is a wholly-owned subsidiary of the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) (the "School District"). The purpose of the Company is to generate revenue for the School District through a number of initiatives including the sale of School District developed teaching and learning materials.

The Company is in the pre-operating stage and has not commenced commercial operations. The Company had no revenues, expenses or cash flows for the years ended June 30, 2012 and June 30, 2011.

2. Summary of significant accounting policies

Basis of presentation

The Company has prepared these financial statements in accordance with Canadian public sector accounting ("PSA") standards as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

Financial instruments

Financial instruments consist of amounts due to the School District. These advances are recorded at amortized cost using the effective interest method.

It is management's opinion that the Company is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values.

Use of estimates

The preparation of financial statements in conformity with PSA standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting year. Actual results could differ from these estimates.

3. First-time adoption of public sector accounting standards

These financial statements are the first financial statements for which the Company has applied PSA standards. The date of transition to these standards is July 1, 2010.

These financial statements of the Company have been prepared using policies specified by those standards that are in effect at the end of the reporting period ending June 30, 2012. The significant accounting policies that have been applied in the preparation of these financial statements are summarized in Note 2. These accounting policies have been used throughout all periods presented in the financial statements.

School District No. 42 Business Company

Notes to the financial statements

June 30, 2012

3. First-time adoption of public sector accounting standards (continued)

The Company has applied PS 2125 *First-Time Adoption by Government Organizations* in preparing these first financial statements under PSA standards.

Upon transition, the Company has applied the mandatory exceptions and no optional exemptions were applied.

Balance sheet

The balance sheet as at July 1, 2010 and at June 30, 2011 has not been affected by the application of the mandatory exceptions or by other changes in accounting policies upon transition.

4. Related party transactions

The due to the School District is a non-interest bearing loan with no fixed terms of repayment.

5. Capital stock

The authorized and issued share capital of the Company consists of one common voting share without par value. The registered holder of the share is the School District.

**BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 42 (Maple Ridge-Pitt
Meadows)**

**BYLAW #1 – 2012/2013, RE: DISSOLUTION OF THE
SCHOOL DISTRICT NO. 42 BUSINESS COMPANY**

A BYLAW by the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) (hereinafter called the "Board") to direct the dissolution of the School District No. 42 Business Company, of which the Board is the sole shareholder.

WHEREAS in accordance with provisions of the *School Act* the Board approved the incorporation of the School District No. 42 Business Company on March 2, 2004.

NOW THEREFORE the Board agrees to the following:

1. THAT the Board of Directors of the School District No. 42 Business Company be requested to immediately dissolve the company under Part 10 of the Business Corporations Act.
2. THAT the Board authorizes the Secretary Treasurer to proceed with conducting all acts required in order to dissolve the School District No. 42 Business Company.
3. This Bylaw may be cited as School District No. 42 (Maple Ridge – Pitt Meadows) Bylaw #1-2012/2013.

READ A FIRST TIME THE 7th DAY OF NOVEMBER, 2012.

READ A SECOND TIME THE 7th DAY OF NOVEMBER, 2012.

READ A THIRD TIME, PASSED AND ADOPTED THE 7th DAY OF NOVEMBER, 2012.



ITEM 6

To: Board of Education

From: Secretary Treasurer
Flavia Coughlan

Re: **BORROWING RESOLUTION**

Date: November 7, 2012
(Public Board Meeting)

Decision

BACKGROUND/RATIONALE:

The School District is required to update periodically, its authority to undertake short-term borrowing to meet current operating expenses. This authority is used to enable electronic funds transfers (EFT) for salaries and invoice payments. If applicable, as part of the quarterly financial updates, the Board will be provided with information related to the use of this authority.

RECOMMENDATION:

THAT in accordance with Section 139 of the *School Act* and School Regulation section 10 the Board of Education of School District No. 42 be authorized to borrow an amount not to exceed \$6,500,000. Of which \$2,500,000 as fluctuating, revolving basis as required by way of a temporary operating loan and additional funds of \$4,000,000 at any time to meet current operating expenditures of the Board, such sums to be repaid within six months of the borrowing date, and that both the Secretary Treasurer and the Assistant Secretary Treasurer, or either of these and the Superintendent of Schools, be authorized to execute notes in this regard.



ITEM 7

To: Board of Education

From: Superintendent
Jan Unwin

Re: **KINDERGARTEN**
ON-LINE REGISTRATION

Date: November 7, 2012
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

School District No. 42 is embarking upon an on-line registration system which will be the first of its kind in this province (many districts have contacted us to figure out the infrastructure we have created). The system has been built in-house by our systems analysts who have spent many many hours working with senior staff and elementary principals and secretaries to ensure we have included all aspects of an on-line system that will be easy for the end user. This system will allow every parent an opportunity to register their children in each of our programs at strategic times during the registration window and eliminate any need for parents to line-up in the middle of the night.

Senior staff has also worked with schools to try to get out in front of any possible issues and we have included some of the ideas that have been generated in the attached report.

RECOMMENDATION:

THAT the Board receive the attached On-Line Kindergarten Registration report for information.

Attachment

Public Board Meeting

Kindergarten On-Line Registration Report

November 7, 2012

ON – LINE KINDERGARTEN CONSIDERATIONS AND SCHEDULE

CONSIDERATIONS TO DATE

- All registrations will be done online.
- Registration will open at a time that those without computer access can have access
- Important to ensure that there are options for parents who don't have access to a computer – community, schools? elementaries? secondaries? secondary students help?
- Online registration would not be accessible until a pre-determined time so everyone starts at the same time. 9:00 a.m.?
- Clear information will be provided as to what parents need to have on hand before logging on, as well as an estimate as to how long the registration process will take (20 minutes?)
- Registration is not confirmed until parent brings paperwork (same as currently required including proof of residency) to school office and District confirms space. Message will be sent when parent inputs registration form.
- If a choice school gets full, the parent will automatically receive a message that they are waitlisted. They would be placed in their #2 choice pending space availability.
- It will be specific on the registration form that “choice school” refers to Montessori, French Immersion, Year Round or Environmental.
- The proposed schedule for registration would be over several weeks, starting with registration criteria 1 for week one. (If parents miss their priority time and there is no room, they must take their chances and register during the next registration time).
- Parents will be given a deadline to get paperwork in. (Parent docs: Proof of residence, BC Driver's Licence, BC Identification; Student docs: Birth certificate, Passport, Immigration Canada doc. – see SD website for complete list).
- Draft information will be sent to school secretaries in the next couple of weeks for feedback.
- A detailed advertisement plan along with clear expectations and deadlines will be created by the end of November.

Proposed schedule for registration – Begins approximately middle of January 2014* (*changed from 2013)

- Week one – sibling registration for choice and regular
- Week two – non registration week – schools with registrations focus on collecting any outstanding paperwork, confirm registrations - district focus – debrief previous week, clarify school lists, work out “glitches”
- Week three – registration for ‘choice’ schools (specify French Immersion, Year Round, Montessori, Environmental)
- Week four – non registration week – same as week two
- Week five – registration for regular
- Week six – non registration week – same as week two
- Weeks seven and eight – schools ensure all paper work in place, confirm lists, and district finalize placements, confirm lists, and deal with issues.

Jan Unwin
Superintendent of Schools



ITEM 8

To: Board of Education

From: Deputy Superintendent
Laurie Meston

Re: **ENROLLMENT REPORT**

Date: November 7, 2012
(Public Board Meeting)

Information

BACKGROUND/RATIONALE:

By this time of the year, student numbers have been finalized on the 1701 and we are able to identify increases and decreases in student FTE. Included in this year's report is comparisons with both the October 2011 student FTE and the 2012/13 student FTE projections. Student withdrawal information is also included.

RECOMMENDATION:

THAT the Board receive the Deputy Superintendent's Enrollment Report for information.

Attachment

SD 42 - 1701 Enrollment Report
November 7, 2012

All 1701 Identified Students* *without international education

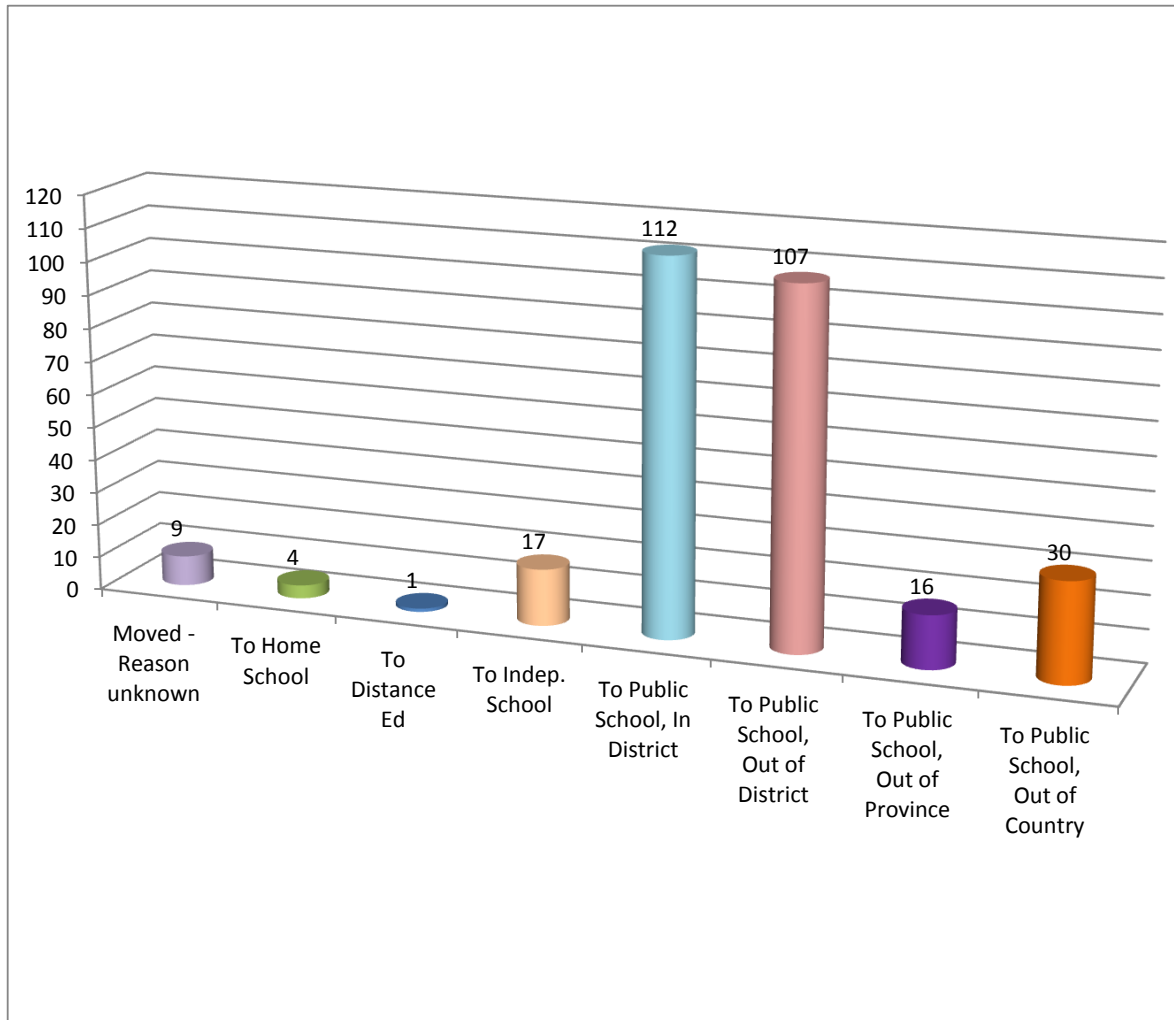
FTE	September 2011	Projections 2012	Difference Between Sept 2011 and projections	September 2012 actual	Difference between Projections and Sept 2012	Total Difference between Sept 2011 and Sept 2012
Total School age grade 1 to 12	14,123.50	13,865.145	-258.355	13,725.00	-140.145	-398.50
Elementary K to 7 Including alternate	8034	8015	-19	7938	-77	-96
Secondary 8 to 12 including alternate, continuing ed, distributed learning	6089.50	5850.145	-239.355	5787	- 63.145	-302.50
Adult	50.25	44.25	-6	55.25	11	5

Specifically Identified Student Groups (also included in the above student numbers)

	September 2011	Projections 2012	Difference between Sept 2011 & projections	September 2012	Difference Between projections and Sept 2012	Difference between Sept 2011 and Sept 2012
ELL	307.00	321.00	+14	328.00	+ 7	+21
Aboriginal Ed	1081.0	1070.00	-11	1105.0	+35	+24
Special Education Level 1	14	13	-1	14	+1	0
Level 2	462	466	+4	498	+32	+36
Level 3	215	198	-17	212	+14	-3

Elementary Withdrawals

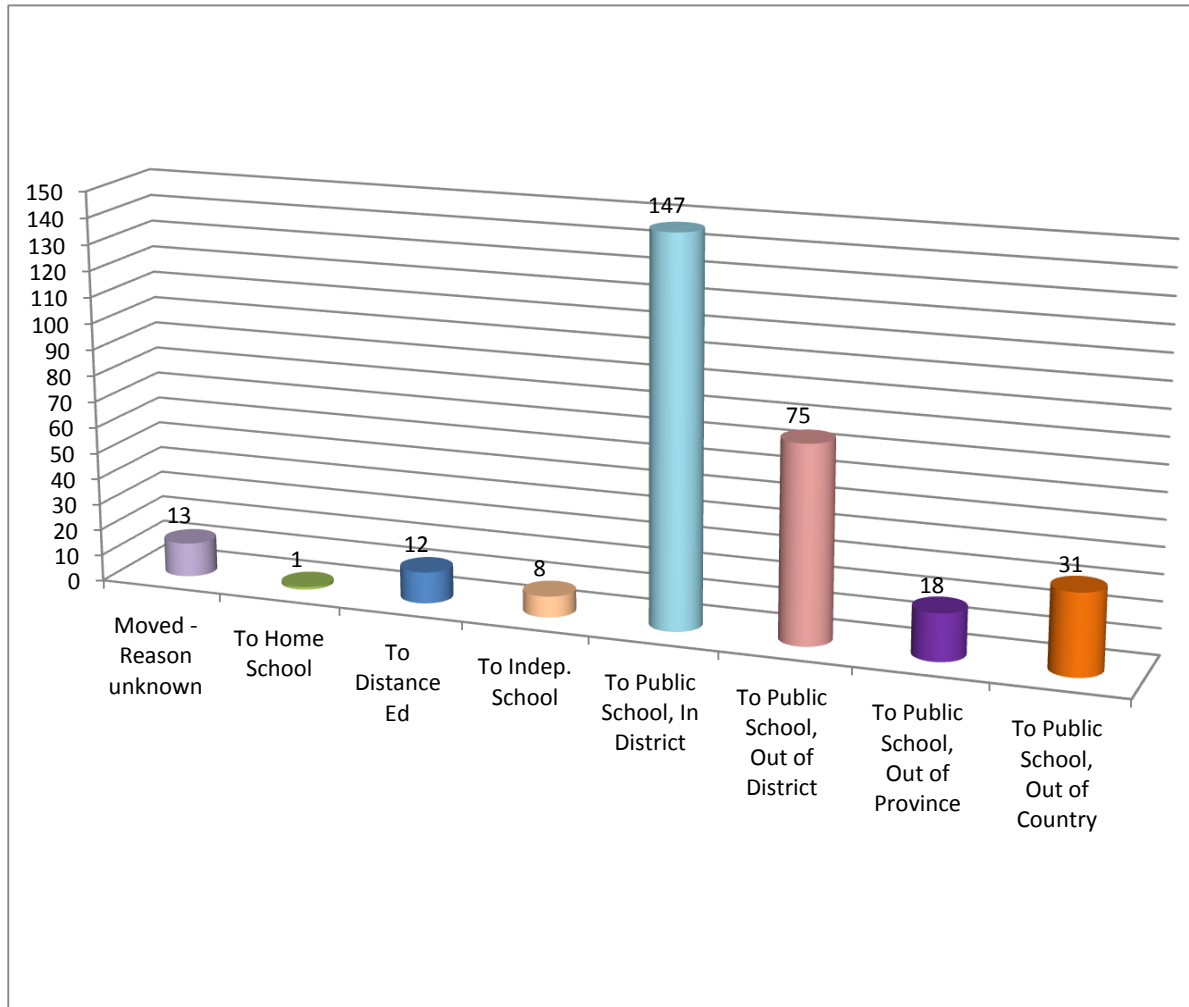
July 2 - October 4, 2012



Total Withdrawals: 296

Secondary Withdrawals

July 2 - October 4, 2012



Total Withdrawals: 305

RECORD

2012-2013

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:

October 24, 2012

Call to Order	Meeting called to order at 4:11 p.m.
Motion of Exclusion	Approved
Correspondence	No correspondence
Ordering of Agenda	Approved as circulated
Confirmation of Minutes – October 10, 2012	Approved as circulated
Secretary Treasurer Decision Items	Approved
Superintendent Information Items	Received
Committee Business	
Trustee Reports	
Adjournment	Adjourned at 4:47 p.m.