

School District No. 48 (Sea to Sky)

Minutes of Board Meeting No. 823 held Wednesday, December 9th 2009 at the School Board Office, Squamish, BC. The meeting commenced at 6:00 pm.

Present: Rick Price, Chairperson
Andrea Beaubien, Vice-Chairperson
Dave Walden, Trustee
Christine Buttkus, Trustee,
Laura Godfrey, Trustee
Chris Vernon-Jarvis, Trustee
Rick Erickson, Superintendent of Schools
Nancy Edwards, Secretary-Treasurer
Myrna MacRae, Executive Assistant
Rose Mackenzie, Director of Instruction
Peter Lewis, CUPE Representative
Shannon Schaefer, President, CUPE
Beth Miller, President, SSTA
Brian Edwards
Nick Pascuzzi, Principal, Garibaldi Highlands Elementary
Ian Kent, Principal, Mamquam Elementary
Terrill Patterson

1. **AGENDA**
MOVED/SECONDED **“THAT the agenda of this meeting be approved as amended.”**
CARRIED

2. **ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON**
Dave Walden announced that he was not running for the position of Chairperson
 - A. **ELECTION OF CHAIRPERSON**
Nominations by ballot for the position of Chairperson were received and accepted. Rick Price was declared elected by acclamation and assumed the position of Chairperson.

 - B. **ELECTION OF VICE-CHAIRPERSON**
Nominations for Vice-Chairperson were received and accepted. Following the first vote there was no clear majority. On the second ballot Andrea Beaubien was elected Vice-Chairperson. Inform Ministry, etc.

3. **MINUTES**
 - A. MOVED/SECONDED **“THAT the minutes of Board Meeting No. 822 held November 4th 2009, be adopted.”**
CARRIED

 - B. MOVED/SECONDED **“THAT the minutes of Committee of the Whole Meeting held November 4th 2009, be adopted.”**
CARRIED

4. **ANNOUNCEMENTS**

A. **CHAIRPERSON'S REMARKS:**

- Governance Budget Monthly Report - The report to the end of October only included two entries.

B. **SUPERINTENDENT'S REMARKS**

- Board Goals – Education Plan
 - School Culture - Rick Erickson reported that the first meeting of the Safe and Caring School Committee was held recently.
 - Instruction – Assessment for Learning – The Principals and Vice-Principals have completed their first workshop on the new Assessment for Learning Program.
- Consultation – Proposed Reconfiguration of Squamish Area Secondary Schools – Two staff meetings and two public meetings were held to receive input on the proposal for reconfiguration. This matter will come up later in the agenda.

C. **SECRETARY-TREASURER'S REMARKS**

Nancy Edwards thanked everyone for their assistance and cooperation during her employment with the School District and expressed appreciation for the relationships she has developed over the years.

5. **RECEIVING DELEGATIONS/PRESENTATIONS**

- A. Sea to Sky Teachers' Association – BCTF AGM Release & TOC's
Beth Miller advised BCTF AGM is held over the Spring Break. Now that the 09/10 local school calendars have been altered to have Spring Break coincide with the Olympics, the local will incur TTOC costs to allow regular teacher reps to participate in the AGM. Ms. Miller requested that the Board consider funding the cost of the TTOC to allow teachers to participate without the financial impact on the local teachers association.

Agenda

The Board will discuss the matter and report back to the Sea to Sky Teachers' Association.

- B. Intergenerational Leadership Program

William Roberts attended the meeting to provide information on the Sea to Sky Forum Intergenerational Leadership Mentoring Project and ask the Board for support of the program. Points covered included:

Agenda

- Leadership Sea to Sky is part of the Whistler Forum which was started in 2003.
- The program follows the four pillar curriculum; getting to know yourself, getting to know the region (the corridor), engaging with others (those you don't normally engage with), and to take action by putting into practice what has been learned.
- The current mentoring project brings together groups of three participants; a mid career emerging leaders (alumni of the program) an elder and a student. Each triad meets for 2 hours per month to discuss opportunities and challenges in what it is like to have a healthy career and what it is like to contribute to a healthy community.
- The mentoring program supports the Board's vision, mission and core values and contributes to developing good citizenship by encouraging student engagement in the community.

- All adults are screened, given guidelines, criminal record checks, and provided supervision.
- The group would like to have their material distributed through the secondary schools or PAC.

C. Booking of School Facilities & Busses during the Olympics – Request for Fee Waiver.

Tamsyn Morote was unable to attend the meeting but provided additional information. The Board did not make a decision on the request.

Agenda

6. **BUSINESS ARISING**

From November 4th Committee of the Whole Meeting

- A. Information on the Parent Access Component of BCeSIS
 Rick Erickson stated that the BC Electronic Student Information System is a large student database that is managed provincially and contains attendance, name, address, marks, etc. for all students. There is a component to the program that would allow parent access to their student’s marks. Although it has not been implemented anywhere in British Columbia yet, School District 48 has requested to be a pilot project should the component become available.

MOVED/SECONDED **“THAT the Board write a letter requesting that the parent access component of the BCeSIS program be activated.”**

Letter

CARRIED

7. **ACTION/DISCUSSION ITEMS**

- A. Evans Lake Forestry Education Society – Request for Use of School Bus During Olympics

MOVED/SECONDED **“THAT the Evans Lake Forestry Education Society’s request for rental of a School Bus February 15- 26, 2010 be approved, and further that the Evans Lake Forestry Education Society be required to confirm with the parents of participating students that the program is not a School District 48 sponsored program.”**

Rental Agreement

CARRIED

- B. Superintendent’s Report on Student Achievement
 Magy Odofer distributed copies of the achievement report. The report is a review of student achievement data from the previous year and it becomes the planning tool for the next Achievement Contract.

MOVED/SECONDED **“THAT the Superintendent’s School District No. 48 Report on Student Achievement be received.”**

January Agenda for approval

CARRIED

- C. Whistler Secondary School Calendar
 The school calendar change request will be on the January board meeting agenda.

Agenda

D. Borrowing Resolution – 20091112

The School District has had a line of credit for several years. A change is required to the credit line due to a change in the type of Visa card.

MOVED/SECONDED

RESOLVED:

1. That the Secretary-Treasurer is hereby authorized to borrow on behalf of School District No. 48 (Sea to Sky) (the “Corporation”) from THE BANK OF NOVA SCOTIA (THE “Bank”) from time to time by way of an Agreement re: Operating Credit Line and a Scotiabank VISA Business Card Agreement a sum or sums not exceeding at any one time one million and thirty thousand dollars (\$1,030,000) to meet current expenditures of the Corporation.

2. That the Secretary-Treasurer is hereby authorized to sign on behalf of the Corporation an Agreement re: Operating Credit Line and a Scotiabank VISA Business Card Agreement.

3. That the Secretary-Treasurer is hereby authorized and directed to furnish as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.

4. That the Secretary-Treasurer is hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.”

CARRIED

8. **INFORMATION ITEMS**

A. Video Conferencing

The estimate for video conferencing capability at one location in each community was provided as requested by the Board.

9. **TRUSTEE ITEMS**

A. Collaboration Time
MOVED/SECONDED

“THAT in support of Board Goals, the Board forms a district committee to investigate and plan for district wide, community based collaboration time to be implemented in the 2010-11 school calendars.”

Form
Committee

CARRIED

10. **COMMITTEES**

A. Policy Committee

Minutes of November 18th 2009 Policy Committee Meeting

- i) MOVED/SECONDED **“THAT the minutes of the Policy Committee meeting held on November 18th 2009 be received.”**

CARRIED

11. **BYLAWS & POLICIES**

Recommendation from Policy Committee Meeting

- a) Policy & Regulation, & Administrative Procedure 402.1 Evaluation of Teacher Performance and Supervision for Learning

MOVED/SECONDED

“THAT Policy and Regulation, & Administrative Procedure 402.1 Evaluation of Teacher Performance and Supervision for Learning, be given first and second reading and be sent for Policy Impact comments.”

Policy Impact

CARRIED

- b) Policy, Regulation & AP 404.2 Refund of Travel and Other Expenses

MOVED/SECONDED

“THAT Policy, Regulation and Administrative Procedure 404.2 Refund of Travel and Other Expenses be given first and second reading and be sent for Policy Impact comments.”

Policy Impact

CARRIED

- c) Policy, Regulation & AP 405.2 Protection of Employees from Violence in the Workplace

MOVED/SECONDED:

“THAT Policy, Regulation & AP 405.2 – Protection of Employees from Violence in the Workplace be given first and second reading and be sent for Policy Impact comments.”

Policy Impact

CARRIED

- d) Policy 504.5 Head Lice

MOVED/SECONDED

“THAT revised Policy 504.5 - Head Lice be given first and second reading and be sent for Policy Impact comments.”

Policy Impact

CARRIED

- e) Policy & Regulation 600.1 Statement of Guiding Principles for Education Program

MOVED/SECONDED

“THAT the Board approve revised Policy and the deletion of Regulation 600.1 Statement of Guiding Principles for Education Program.”

Distribute policy

CARRIED

- f) Policy & Regulation 601.4 Environmental Sustainability

MOVED/SECONDED

“THAT Policy and Regulation 601.4 Environmental Sustainability be given first and second reading and be sent for Policy Impact comments.”

Policy Impact

CARRIED

- g) 701.4 Policy & Regulation – Interruption of Bus Service: Inclement Weather
 MOVED/SECONDED **“THAT amended Policy, and Regulation 701.4 Interruption of Bus Service: Inclement Weather, be given for first and second reading and be sent for Policy Impact comments.”** Policy Impact
 CARRIED
- h) 701.5 Policy & Regulation – Interruption of Bus Service: Bus Breakdown
 MOVED/SECONDED **“THAT Policy, and Regulation 701.5 Interruption of Bus Service: Bus Breakdown be given first and second reading and be sent for Policy Impact comments.”** Policy Impact
 CARRIED
- i) Policy & Regulation 801.1 Budget Development
 MOVED/SECONDED **“THAT amended Policy & Regulation 801.1 - Budget Development be given for first and second reading and be sent for Policy Impact comments.”** Policy Impact
 CARRIED
- j) Policy & Regulation 803.1 Purchasing
 MOVED/SECONDED **“THAT the Board approve Policy & Regulation 803.1- Purchasing, as amended.”** Distribute Policy
 CARRIED
- k) Policy, Regulation & AP 804.1 Employee Use of School Equipment
 MOVED/SECONDED **“THAT amended Policy 804.1 – Employee Use of School Equipment be given first and second reading and be sent for Policy Impact comments.”** Policy Impact
 CARRIED
- l) Policy, Regulation, & AP 903.4 Emergency Preparedness
 MOVED/SECONDED **“THAT revised Policy & Regulation 903.2 Emergency Preparedness be given first and second reading and be sent for Policy Impact comments.”** Policy Impact
 CARRIED
- m) Business Arising from the Finance Committee Meeting held December 9, 2009
 MOVED/SECONDED **“THAT representatives of the Aboriginal Education Committee be included as Education partners in the Budget Development Process for the District and further that the Aboriginal Education Steering Committee be required to nominate two people to represent them as “Education Partners” in the budget process.”** Letter
 CARRIED

m) Business Arising From the Committee of the Whole Meeting Held

December 9th, 2009

MOVED/SECONDED

“As the Board supports in principle the concept of a transition and a graduation school in Squamish, the Board requests that the Superintendent create a draft implementation plan through a process of consultation with education partners by the end of February 2010.”

Consult
Develop
Plan

CARRIED

MOVED/SECONDED

“That the Superintendent develop a question and answer document relating to the input received during the consultation process (to December 9th) for reconfiguration of the Squamish area secondary schools, and further that this document be circulated to Trustees before being distributed.”

Develop
Q&A

CARRIED

12. **ITEMS BROUGHT OUT OF IN CAMERA**

13. **QUESTIONS OF CLARIFICATION FROM THE PUBLIC**

MOVED/SECONDED

“THAT a report on the status of BCeSIS use in the schools be provided for the Board.”

Agenda

CARRIED

14. **RETIREMENT OF SECRETARY-TREASURER**

MOVED/SECONDED

**“WHEREAS Nancy Edwards has announced her intention to retire;
AND WHEREAS Nancy Edwards has served our students and staff with an amazing level of skill, energy and principle;
AND WHEREAS the School District will be significantly the poorer for her absence;
This Board, on behalf of the entire education community, would like to express its’ deepest appreciation for her invaluable contributions, and also to wish her a rewarding and most well-deserved retirement.”**

CARRIED

Board members expressed their appreciation and best wishes to Nancy Edwards.

14. **ADJOURNMENT**

MOVED/SECONDED

“THAT the meeting be adjourned.”

CARRIED

The meeting adjourned at 7:40 pm

Chairperson

Secretary-Treasurer