

SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)
REGULAR MEETING AGENDA

May 11, 2010

at 7:00 p.m. at the School Board Office, Gibsons, B.C.

1. Call to Order
2. Adoption of the Agenda
3. Presentation (10 minutes in total)
District Community Literacy Plan – K. Mahlman and B. Craig
4. Public Question Period (10 minutes in total)
5. Approval of Minutes of Prior Meetings and Receipt of Record of Closed Meetings (attachments)
Pg. 3 (a) Regular Meeting – April 13, 2010
Pg. 8 (b) Record of Closed – April 13, 2010
6. Reports
Pg. 10-20 (a) Executive Report (attachments)
Pg. 21 (b) Chair's Report (attachment)
(i) DPAC
(c) Board/Committee Reports (attachments)
Pg. 23 (i) Policy Committee Minutes – April 13, 2010 (motions)
Pg. 25 (ii) Facilities and Finance Minutes (motion)
Pg. 27 (iii) Education Committee Minutes – April 15, 2010
7. Correspondence –(attachments)
Pg. 28 (a) Norm Blair, Sunshine Coast Arts and Recreation Foundation
8. New Business
Pg. 29 (a) Public Budget Consultation Notes – April 6, 2010
Pg. 34 (b) Trustee Scott – Motion
9. Questions and Enquiries from the public relating to the Board Meeting
10. Next Meeting

The next public board meeting will be held on June 8, 2010 at 7 p.m. at the School Board Office.
11. Adjournment

**COMMITTEE MEETINGS
2009-2010
SCHOOL BOARD OFFICE – GIBSONS, B.C.**

DATE	EDUCATION COMMITTEE 3:30 – 5:00	POLICY COMMITTEE 3:00 – 4:30 ***	FINANCE AND FACILITIES 1:00 – 2:00
May	TBA	May 11	May 20
June	June 24	June 8	

***Dependent on Closed Meeting time.

Agendas for Upcoming Meetings:

Policy Committee

- Regulations
- Diary Update
- Head Lice Policy
- Policy 4.5 Budgeting – review for the purpose of establishing clear timelines

Education Committee

- FSA test results
- Sun Haven Waldorf School

Facilities and Finance Committee

- Jim Alkins – Alkins Project Services Inc.
- Maurice Arduin – Manager of Facilities and Transportation

**MINUTES OF THE REGULAR MEETING OF THE
SUNSHINE COAST BOARD OF EDUCATION (SCHOOL DISTRICT NO. 46)
Held on Tuesday, April 13 at 7:00 P.M.,
At the School Board Office, Gibsons, B.C.**

PRESENT: TRUSTEES: S. White, Chair; D. Mewhort, Vice-Chair; F. Heppell;
L. Fielding; J. Scott; K. Sinnott; G. Russell

STAFF: D. Palmer, Superintendent of Schools
T. Hierck, Assistant Superintendent of Schools
D. Ready, Secretary-Treasurer
C. McPhedran, Confidential Secretary

#91 Call to Order

The meeting was called to order at 7:00 p.m.

Chair White acknowledged the meeting was taking place on the traditional territories of the Squamish Nation. He welcomed the audience.

#92 Presentation (10 minutes in total)

Universal Design – Sandy Magnussen

Sandy Magnussen, Teacher at Halfmoon Bay Elementary, spoke to the Board about the Universal Design for Learning (UDL) Project. Halfmoon Bay Elementary School was one of seven schools in BC that was successful in receiving a financial grant from Special Education Technology BC for a UDL Project. UDL focuses on how to design curriculum for a diverse group of learning styles.

Chair White thanked Sandy Magnussen for her presentation and commended her for the work that has been done with this program. He said, that while visiting Halfmoon Bay Elementary School, he had the opportunity to view the Smart Board and found it very impressive.

#93 Public Question Period (10 minutes in total)

No questions were asked.

#94 Adoption of the Agenda

MOTION: Sinnott/Heppell

“That the agenda be adopted as circulated.”

Carried.

#95 Approval of Minutes of Prior Meetings

MOTION: Mewhort/Heppell

“That the minutes of the Regular Meeting of March 16, 2010, Record of the Closed Meeting of March 16, 2010 and the minutes of the Special Regular Meeting of April 6, 2010 be adopted as circulated.”

Carried.

#96 Reports

(a) Executive Report:

In addition to the information items included in the report, the following topics were reviewed with trustees:

ACTION ITEMS

(1) Roberts Creek Full Day Kindergarten Space – Capital Project Bylaw No. 126153

Secretary-Treasurer explained the bylaw being submitted for approval.

MOTION: Russell/Mewhort

“That School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126153 be read for a first time.”

Carried.

MOTION: Fielding/Russell

“That School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126153 be read for a second time.”

Carried.

MOTION: Russell/Fielding

“That the board unanimously agrees to move to the third reading of School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126153.”

Carried.

MOTION: Russell/Fielding

“That School District No. 46 (Sunshine Coast) Capital Project Bylaw No. 126153 be read for a third time, passed and adopted the 13th day of April, 2010.”

(2) Full Day Kindergarten for 2010/11

Superintendent Palmer provided a summary of the Ministry’s intentions to move forward with full day kindergarten in the 2010/11 school year, with a commitment to

fund half of the students attending. The Ministry asked for districts to apply for this first year's pilot programme. She reported that six schools showed interest and since that time meetings have taken place with kindergarten and primary teachers, elementary principals and district staff in which a variety of options were discussed.

The options were presented to the Board and discussion followed.

MOTION: Mewhort/Russell

“ That the Board approve Option #3 (Use close to the allocated total for the schools who originally requested to be in the pilot: West Sechelt, Kinnikinnick, Davis Bay, Gibsons and Langdale) with the inclusion of Madeira Park Elementary.”

Further discussion followed.

Carried.

Superintendent Palmer reported that Debbie Amaral, District Principal of Student Support Services, is this year's recipient of the Hazel Davy Award. This award is presented at the annual Special Education Association Crosscurrents Conference to recognize an individual's professional contribution to special education in the province of British Columbia.

(b) Chair's Report

As submitted.

Chair White reported that during a visit to the Sechelt Alternative School he had a chance to view some of the workshops and was impressed with the Universal Design for Learning (UDL) program being implemented there.

(c) Board/Committee Report:

i. Policy Committee

MOTION: Fielding/Sinnott

“That the Policy Committee review Regulation 6500 to address power outages as ‘inclement weather,’ and reflect the district practice of two-hour delayed school start for instances of unsafe roads; regulation 5670 on presenting Principal Profiles to the Board; and Regulation 4200 on revisions to the “School-Based funding model.”

Trustee Fielding gave her rationale for this motion.

Chair White added that this motion would go to the end of the policy committee's list of items that would be discussed in the next few months.

Carried.

MOTION: Mewhort/Russell

Whereas the *School Act* requires that Boards of Education develop policies for evaluating employees who are not covered by a collective agreement (see attached),

Be it resolved that:

“The Policy Committee review our policies regarding the evaluation of employees and bring forward any recommendations (if required) to ensure compliance with the Act.”

Carried.

ii. Education Committee

As submitted.

iii. DPAC Meeting, March 25, 2010 – Minutes

As submitted. The next meeting will be at Chatelech Secondary School on April 29, 2010 at 6:30 p.m.

MOTION: Russell/Mewhort

“That the reports be received.”

Carried.

#97 Correspondence

(a) Ida Chong, FCGA

As submitted.

(b) Phyllis Simon and Kelly McKinnon, Vancouver Kidsbooks

As submitted.

(c) Kathryn Shoemaker, B.C. Coalition for School Libraries

As submitted.

(d) Donna Shugar, Sunshine Coast Regional District

Chair White commented about the letter written to the SCR.D.

(e) Norm Blair, President, SCYSA

MOTION: Russell/Sinnott

“That the correspondence be received.”

Carried.

#98 New Business

(a) Intergovernmental Meeting.

Chair White asked the trustees for submission ideas for the agenda.

#99 Questions and Inquiries From the Public Relating to the Board Meeting

No questions were asked.

#100 Next Meeting

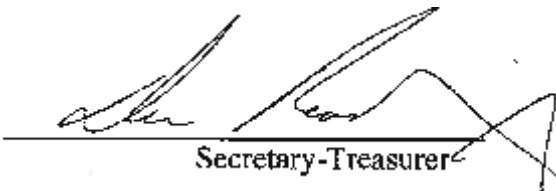
The next Regular Board Meeting will be held at the School Board Office on May 11, 2010 at 7:00 p.m.

#101 Adjournment

MOTION: Fielding/Mewhort

There being no further business, the meeting was adjourned at 7:50 p.m.

Chair



Secretary-Treasurer

**SCHOOL DISTRICT NO. 46 (SUNSHINE COAST)
BOARD OF EDUCATION**

**RECORD OF CLOSED MEETING
Held on April 13, 2010
At the School Board Office, Gibsons, B.C.**

PRESENT: TRUSTEES: S. White, Chair; D. Mewhort, Vice-Chair; F. Heppell;
J. Scott; L. Fielding; K. Sinnott; G. Russell

STAFF: D. Palmer, Superintendent of Schools
T. Hierck, Assistant Superintendent of Schools
D. Ready, Secretary-Treasurer
C. McPhedran, Confidential Secretary

Call to Order

The meeting was called to order at 4:01 p.m.

- **Motion to Exclude**
- **Adoption of Agenda**
- **Approval of Minutes of Prior Meetings**
- **Information / Action Items**
 - **Personnel**
 - i. Retirement Letters
 - ii. Letters of Support - motion
 - iii. R. Connelly/BCPSEA - motions
 - iv. SCTA
 - v. Budget - motion
 - vi. Administrators Assignments 2010
 - vii. Calendar Changes - motion
 - viii. SCTA bargaining update
 - ix. FDK Staffing Update
 - x. Educational Team Leadership Notes – March 17 and 18, 2010
 - **Property**
 - i. 2010/11 Capital Submission - motion
 - ii. Jim Alkins – Project Identification Report
 - **Legal**
 - i. Brouwer Claims – Chatelech Secondary School Fire
Secretary-Treasurer reported.
 - ii. Brouwer Claims – Student Injury
Secretary-Treasurer reported.
 - **Students**
 - i. Distributed Learning – Site Visit Report

- **Items for Disclosure**
 - i. Retirements
- **Adjournment**

The meeting was adjourned at 8:45 p.m.

Chairperson

Secretary-Treasurer

Executive Report

REGULAR MEETING

May 11, 2010

Information Items

- Pg. 11 1. Cheques Issued (attachment)
• Attached is a listing of the larger cheques issued during the month of April 2010.
- Pg. 12 2. Expenditures by Object as at April 30, 2010. (attachment)
3. Bill 33
- Pg. 13-16 4. Superintendent/ Assistant Superintendent's Report (attachments)
- Pg. 17 5. Kindergarten Assessment (attachment)
- Pg. 18 6. Kindergarten Meeting Invitation (attachment)
- Pg. 19 7. Service Award Schedule (attachment)

Action Items

1. **Neighbourhood of Learning Centres**
• The following motion is requested:
“That the Board apply for the Union of British Columbia Municipalities (UBCM) Funding to further investigate the potential of a Neighbourhood of Learning.”
- Pg.20 2. **Calendar 2010-11** (attachment)
• The following motion is requested:
“That the calendar for the 2010-11 school year be approved as presented.”

DATE 30-Apr-2010 11:03 AM

SUMMARY - ISSUED CHEQUE REPORT - CHEQUE LIMIT : 10,000.00
 START DATE: 01-Apr-2010 TO END DATE: 30-Apr-2010

PAGE 1

CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	AMOUNT

ON-LINE CHEQUES : ISSUED BETWEEN 01-Apr-2010 AND 30-Apr-2010						
00LCET1214	0001	*****	33038	WORKERS' COMPENSATION BOARD	16-Apr-10	52,823.54
00LCET1215	0001	*****	28095	RECEIVER GENERAL FOR CANADA	16-Apr-10	10,513.23
00LCET1216	0001	*****	28093	RECEIVER GENERAL FOR CANADA	16-Apr-10	150,000.00
00LCET1218	0001	*****	23290	MUNICIPAL PENSION PLAN	16-Apr-10	42,655.38
00LCET1219	0001	*****	28094	RECEIVER GENERAL FOR CANADA	16-Apr-10	80,608.10

TOTALS FOR BANK - 0001

336,600.25

TOTAL NUMBER OF CHEQUES

5

TOTAL NUMBER OF CHEQUES WITH MICR

0

COMPUTER PREPARED CHEQUES : ISSUED BETWEEN 01-Apr-2010 AND 30-Apr-2010

1490000029	0001	0000033960	23268	MINISTRY OF PROVINCIAL REVENUE	07-Apr-10	35,235.00
1490000034	0001	0000033965	26243	PEBT IN TRUST	07-Apr-10	46,167.82
1490ET0004	0001	*****	12021	BC TEACHERS FEDERATION	07-Apr-10	30,630.36
1490ET0005	0001	*****	12111	BC TEACHERS FEDERATION	07-Apr-10	21,792.07
1490ET0007	0001	*****	13003	C.U.P.E. - LOCAL 801	07-Apr-10	11,994.94
1490ET0024	0001	*****	26207	PACIFIC BLUE CROSS/MSA	07-Apr-10	42,345.66
1490ET0028	0001	*****	29037	SECHELT SCHOOL BUS SERVICE LTD	07-Apr-10	27,410.00
1490ET0035	0001	*****	29102	SUNSHINE COAST TEACHERS ASSOCIATION	07-Apr-10	10,098.29
1491000003	0001	0000033985	12012	BC HYDRO & POWER AUTHORITY	14-Apr-10	31,328.06
1491ET0020	0001	*****	26026	PENDER HARBOUR TRANSPORTATION	14-Apr-10	17,232.08
1491ET0023	0001	*****	29037	SECHELT SCHOOL BUS SERVICE LTD	14-Apr-10	40,252.00
1491ET0028	0001	*****	29376	SUNSHINE COAST TEACHERS ASSOCIATION	14-Apr-10	16,335.07
1493000049	0001	0000034129	30211	TERASEN GAS	28-Apr-10	38,872.27
1493ET0042	0001	*****	34000	XEROX CANADA LTD	28-Apr-10	51,769.71

TOTALS FOR BANK - 0001

421,463.33

TOTAL NUMBER OF CHEQUES

14

TOTAL NUMBER OF CHEQUES WITH MICR

4

GRAND TOTAL

758,063.58

CANCELLED TOTAL

0.00

NET GRAND TOTAL

758,063.58

GRAND TOTAL NUMBER OF CHEQUES

19

GRAND TOTAL NUMBER OF CHEQUES WITH MICR

4

WARNING: NUMBER OF CHEQUES DOES NOT MATCH NUMBER OF CHEQUES WITH MICR

Expenditures by Object As at April 30, 2010

Objects	2009/10 Actual	2009/10 Budget	ACTUAL	KEY
Salaries				
110 Teachers Salaries	\$11,488,602.11	\$14,475,902.00	79.36%	80%
105 Principal and Vice Principal	\$1,756,267.40	\$2,037,609.00	86.19%	83%
123 Educational Assistant Salaries	\$1,823,114.37	\$2,307,316.00	79.01%	80%
120 Support staff	\$3,148,341.08	\$3,970,079.00	79.30%	81%
130 Other Professional	\$830,990.89	\$971,571.00	85.53%	83%
140 Substitutes	\$1,383,587.36	\$1,889,659.00	73.22%	80%
Total Salaries	\$20,430,903.21	\$25,652,136.00	79.65%	
200 Employee Benefits	\$4,245,034.33	\$5,452,454.00	77.86%	81%
Total Salaries and Benefits				
310 Professional Services	\$599,055.51	\$777,475.00	77.05%	80%
330 Transportation	\$718,678.61	\$1,010,550.00	71.12%	80%
340 Training and Travel	\$95,957.80	\$160,572.00	59.76%	80%
360 Rentals	\$87,101.72	\$113,000.00	77.08%	83%
370 Dues and Fees	\$36,536.78	\$42,500.00	85.97%	90%
390 Insurance	\$63,689.14	\$70,000.00	90.98%	95%
510 Supplies	\$1,347,841.77	\$2,554,697.00	52.76%	70%
540 Utilities	\$607,859.63	\$735,000.00	82.70%	83%
580 Furniture and Equipment Replaceme	\$209,127.67	\$395,269.00	52.91%	90%
590 Computer Equipment Replacement	\$215,044.30	\$246,850.00	87.12%	90%
Total Services and Supplies	\$3,980,892.93	\$6,105,913.00		
Total Expenditures	\$28,656,830.47	\$37,210,503.00	77.01%	
Long Term Sick Account	\$477,153.74	\$650,000.00	73.41%	80%
Short Term Sick Account	\$449,332.86	\$471,567.00	95.29%	80%
	\$926,486.60	\$1,121,567.00		

Superintendent's Report for May 2010

...since the last time we met...

- Participated in budget discussions with the Board of Education.
- Met with all principals and management staff at a morning meeting to discuss budgets.
- Attended an agenda setting meeting with trustees and senior management staff.
- Attended a special meeting of the Board in the evening at Chatelech Secondary School regarding Davis Bay Elementary School grade configuration and school closures/amalgamation.
- Met with all administrators in a morning meeting at the school board office to discuss all cross boundary transfer applications received for approval, etc.
- Met with the President of the SCAA to discuss budgets, amalgamation and staffing.
- Along with the assistant superintendent, met with staffs of Kinnikinnick Elementary and Sechelt Elementary Schools to discuss amalgamation.
- Attended two monthly Secondary Principals' Breakfast Meeting.
- Attended the BC School Superintendents' Association Metro Chapter Spring Retreat at Harrison Hot Springs.
- Met with the Board Chair to discuss the district's Strategic Plan.
- Was involved in a Restorative Justice meeting involving a student and community and school representatives.
- Conducted weekly management meetings with the management team.
- Met with John Oliver Secondary students/Town of Gibsons at the school board office.
- Met several times with CUPE executive regarding budget and possible layoffs of support staff.

- Attended the Policy Committee Meeting.
- Attended Closed Board Meeting.
- Attended Regular Board Meeting.
- Conducted the full-day monthly Educational Leadership Team Meeting.
- Was the Director of Programs at the Chatelech Secondary School Evening Concert.
- Participated in the Board Working Session.
- Conducted the monthly meeting with the technology department.
- Held a meeting with management staff and Sunshine Coast Alternative School Principal, Distributed Learning Principal, and BCeSIS Principal to discuss distributed learning and adult funding.
- Along with the Secretary-Treasurer, held a meeting with the SCTA to discuss budgets and school amalgamation.
- Held weekly meetings with SCTA President.
- Conducted monthly school board office staff meeting to review Health & Safety and other standing items.
- Attended the BCSTA AGM in Victoria with Trustees and Assistant Secretary-Treasurer.
- Attended an evening DPAC meeting.

Assistant Superintendent's Report for May 2010

...since the last time we met...

- Participated during this time I have made an extended time visits to Cedar Grove, Davis Bay, Sechelt, Halfmoon Bay and Madeira Park Elementary Schools. The purpose of these visits that the Superintendent and I make four times during the school year (twice each at separate times) is to discuss with the Principal/Vice-Principal their profile and their plans for supervision of learning.
- Every Thursday, the District Principal of Student Support Services and Principal of the Sunshine Coast Alternative School and I meet for an hour to review any Section 91 students or students who are experiencing significant challenges in their current school environment.
- Parent meetings have also occupied some of the time as we work through some concerns.
- Bob Benmore, District Numeracy Resource Teacher and Bev Craig, District Literacy Resource Teacher meet with me regularly to review their curricular areas and plans for supporting the educators and students of our district.
- Chaired the first meeting of the alternatives to suspension committee of administrators.
- Attended weekly management meetings with the rest of the district management team.
- The Superintendent and I participated in the latest full day kindergarten meeting of teachers chaired by Cathy McCubbin, Principal, Cedar Grove Elementary School.
- With Human Resources Officers, Superintendent and SCTA representatives, I assisted with the teacher placement evening.
- The Superintendent, Secretary-Treasurer and I attended the Secondary Principals' Breakfast Meeting.
- I met with the Curriculum Committee to talk about some of the latest initiatives.

- Attended the SCTA Professional Development Committee and will be part of the committee to plan the district day next September.
- I attended the two-day Productive Workplace Conversations Workshop.
- Met with local representatives who are promoting the establishment of a Junior B hockey team for Gibsons.
- Met with administrators in the district as per our regular schedule.
- With Trustees and the Management Team, I attended the intergovernmental meeting.
- Participated in the latest meeting of the job evaluation committee.

Kindergarten Assessment

Below is a tentative schedule for the kindergarten assessment:

May 19th (AM) – Halfmoon Bay

May 19th (PM) – Halfmoon Bay

May 20th (AM) – West Sechelt

May 20th (PM) – West Sechelt

May 21st (AM) – Madeira Park

May 25th (AM) – Langdale

May 25th (PM) – Gibsons

May 26th (AM) – Gibsons

May 26th (PM) – Cedar Grove

May 28th (AM) – Roberts Creek

May 31st (AM) – Kinnikinnick

June 1 (AM) – Sechelt

June 2nd (AM) – Cedar Grove

If the date identified for your school represents a problem please let Bev or Bob know at your earliest convenience. Many thanks,

Bev & Bob

May 2010



Dear Parents/Guardians,

The Ministry of Education is phasing in Full Day Kindergarten in all B.C. schools over the next two years. In September 2010, Full Day Kindergarten will be available for all students at Langdale, Gibsons, Davis Bay, Kinnikinnick, West Sechelt and Madeira Park. In September 2011, Full Day Kindergarten will be available for all students in the province.

A community-wide Kindergarten Parent Meeting will be held at Chatelech Secondary School in Sechelt on **Wednesday, May 12th from 6:00-7:30 p.m.** All Kindergarten parents are encouraged to attend this information session. Patricia Holborn, Director, Early Learning, 2010 Legacies Now will be our special guest speaker. Pat has an extensive background in early learning and she is passionate about play-based learning and assessment practices that support children's development.

Come and find out more about this exciting learning opportunity for our five year olds. District staff will also be available to answer questions specific to kindergarten programming in our school district for next year.

We look forward to seeing you all there!



Service Award Presentation Schedule - June 2010

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Event</u>	<u>Trustee</u>
Cedar Grove Elem.	June 16, 2010	3 - 4 p.m.	Staff Meeting	
Davis Bay Elem.				
Gibsons Elem.	June 16, 2010	3:00 p.m.	Staff Meeting	
Halfmoon Bay Elem.	June 25, 2010	10:30 a.m.	Awards Assembly- call school to confirm or change Please call A. Skelcher to confirm.	
Kinnikinnick Elem.	June 28, 2010	8:45 p.m.	Staff Meeting	
Langdale Elem.	June 23, 2010	3:00 p.m.	Staff Meeting	
Madeira Park	TBA		Phone to Arrange Time	
Roberts Creek Elem.	TBA		Phone to Arrange Time	
Sechelt Elem.			Flexible, Call S. Budgell	
West Sechelt Elem.	June 16, 2010	3:15 p.m.	Staff Meeting	
Chatelech Secondary	June 2, 2010	3:30 p.m.	Staff Meeting	
Elphinstone Secondary	June 8, 2010	7:00 p.m.	Awards Night	
Pender Harbour Sec	June 23, 2010	TBA	Flexible	
S.C.A.S.	June 2, 2010	3:15 p.m.	Staff Meeting	
Maintenance	TBA			
District Student Support	TBA		Contact D. Amaral by email	
School Board Office	TBA			
Aboriginal Program	TBA		Contact K. Mahlman	

SCHOOL DISTRICT NO. 46 (SUNSHINE COAST) CALENDAR 2010/2011

The following dates have been established for the 2010/2011 school year.

Tuesday, September 7th, 2010 (for purposes of the calendar, this is considered a full day in session)	<i>First day of school (.5)</i>
Monday, September 27th	<i>Professional Development Day (School) (.5)</i> <i>Professional Development Day (Administrator) (.5)</i>
Monday, October 11th	<i>Thanksgiving Day (1.0)</i>
Friday, October 22nd	<i>Professional Development Day (Provincial) (1.0)</i>
Thursday, November 11th	<i>Remembrance Day (1.0)</i>
Wednesday, November 24th and Thursday, November 25th	<i>Early Dismissals</i>
Monday, November 29th	<i>Professional Development Day (School) (1.0)</i>
Monday, December 20th, 2010 to Monday, January 3rd, 2011 inclusive	<i>Winter Vacation</i>
Tuesday, January 4th	<i>Schools Reopen After Winter Vacation</i>
Friday, February 18th	<i>Professional Development Day (District) (1.0)</i>
Wednesday, March 16th and Thursday, March 17th	<i>Early Dismissals</i>
Monday, March 21st to Friday, March 25th inclusive	<i>Spring Vacation</i>
Monday, March 28th	<i>Schools Reopen After Spring Vacation</i>
Monday, April 4th	<i>Professional Development Day (School) (.5)</i> <i>Professional Development Day (Administrator) (.5)</i>
Friday, April 22nd	<i>Good Friday (1.0)</i>
Monday, April 25th	<i>Easter Monday (1.0)</i>
Friday, May 6th	<i>Professional Development Day (School) (1.0)</i>
Monday, May 23rd	<i>Victoria Day (1.0)</i>
Thursday, June 30th	<i>Administrative Day (1.0)</i>

Days in Session: 192

Professional Development Days: 6

Administrative Day: 1

Number of Days of Instruction: 185

Chair's Report: Public Meeting May 11, 2010

April 19: Met with SCTA president Jenny Garrels to answer questions on the 2010–11 budget process.

April 22–24: Trustees Scott, Mewhort and Fielding, and Superintendent Palmer and Assistant Secretary-Treasurer Pritchard attended the BC School Trustees' annual AGM in Victoria. The AGM began with a forum on the future of public education with panel and table discussions; most of the focus, inevitably, turned out to be on the present rather than future because of the funding and enrollment challenges all boards are facing. The Minister of Education addressed trustees and dismissed funding protests from boards as an unwillingness to innovate, face challenges and look at things differently. I have attached a summary of the "Disposition of Motions" that we considered during the business session. A full 55-page Report on Proceedings of the AGM is currently the lead items on the BCSTA website: <http://www.bcsta.org>.

Great news related to the AGM motion put forward by our South Coast branch is that BC Ferries has responded to provincial advocacy led by Jakob Knaus and the Sunshine Coast Ferry Advisory Committee, and supported with letters by our Board and District of Sechelt Council, by granting free travel on the Langdale–Horseshoe Bay route to SD#46 students for school trips.

April 28: Attended the Day of Mourning ceremony at Dougall Park with Superintendent Palmer, Secretary-Treasurer Ready, and Trustee Russell. The purpose of the Day of Mourning is to remember and recognize workers who have lost their lives or been injured on the job. CUPE #801 was well represented, including a very admirable job of organizing and acting as master of ceremonies by Stevo Knauff.

April 29: The Board had a working session on the 2010–11 budget. The primary purpose was for staff to update trustees on how the schools and family groupings budgeting and staffing has been working out so far.

May 6: Scholarships and Bursaries Tea. Thanked the generous community donors on behalf of the Board.

May 10: Intergovernmental meeting to discuss items of mutual concern with District of Sechelt, Town of Gibsons, SIGD and SCR. We hosted at Elphinstone Secondary, fed by the Culinary Arts Ace-It Program.

DISPOSITION OF MOTIONS

	TITLE	STATUS
E1	BCSTA Bylaw Changes: Candidate Statements and Okanagan Branch Name Change	Carried
E2	Increased Size of the Aboriginal Education Committee	Carried
3	School Access to High-Speed Internet	Carried
4	Neighbourhood Learning Centres	Carried as amended
5	Rural Education	Carried
6	Student Privacy and Foundation Skills Assessment	Carried
7	Student Achievement Statistics: Children in Care	Carried as amended
8	Advertising Partnership	Defeated
9	Full Day Kindergarten Exemption	Carried
10	Boards of Education Mandate and Funding	Defeated
11	Public Education Action Group	Defeated
12	Government Reporting Requirements	Carried as amended
13	School Trustee Communication	Carried as amended
14	Disciplinary Reporting Agency for Non-Teaching School District Employees	Defeated
15	Rural Practica for Student Teachers	Carried
16	Strategies Pertaining to Recruitment and Retention in Rural and Remote Districts	Carried as amended
17	Funding for Adult Students	Carried
18	Funding for Independent Schools Redirected to Public School System	Carried
19	Moratorium on the Carbon Emission Offset Purchase Plan	Carried
20	Adequate, Predictable and Sustainable Funding	Carried as amended
21	Free Ferry Travel for All BC Students while Travelling on School Activities	Carried
22	Sale of Surplus School Property	Carried as amended
23	Operating and Maintenance Funding for Closed Public Schools	Carried as amended
L24	Auditor General Review of Cost of Public Education	Defeated
L25	Support for Board Advocacy for Funding	Carried
L26	Consultation Before Governance Changes	Carried
L27	Release of Special Advisor's Report	Carried as amended
L28	Ministry Meetings with Boards of Education	Unanimously carried
L29	Publicly Funded School Bus Transportation	Carried

POLICY COMMITTEE MEETING
April 13, 2010
School Board Office

In Attendance: Trustees: K. Sinnott, L. Fielding, S. White, D. Mewhort
Staff: Superintendent D. Palmer

The meeting was called to order at 2:40 p.m.

1. Motion 102(a)ii: New policy is required as the current policy ends with reference to stops with Administration. The hiring policy is the same as principals but change the wording for secretary-treasurer, assistant superintendent, superintendent.

The Policy Committee recommends the following motion:

“That Policy 2.10 be amended to read as follows:
Policy 2.10 Hiring Process for District Administration

The Board of Education of School District No. 46 believes that in order to achieve and maintain an outstanding educational programme, the recruitment, appointment and retention of highly qualified and committed administrative personnel and district administration is essential.

The Board of Education of School District No. 46 further believes it to be in the best interest of our communities that the selection of district administrative personnel be as transparent and inclusive as possible.”

2. Review of Catchment areas:
Secretary-Treasurer Ready joined the meeting to go over Baragar numbers for 0 – 5 year olds. As a result, the policy committee recommends the following motion:

“That the catchment area for Davis Bay Elementary be expanded to include Selma Park Road and its cross streets.”

The remainder of the items were tabled for the next meeting.

Next Meeting:

May 11, 2010 – 3:00 p.m. at the School Board Office

Agenda Items:

1. Diary Update
2. Regulations
3. Head Lice Policy
4. Policy 4.5 Budgeting – review for the purpose of establishing clear timelines.

Adjourned 3:45 p.m.

Lori Fielding, Policy Committee Chair

**Minutes of the Finance and Facilities Meeting
April 20, 2010**

In attendance:

Trustee Mewhort, Chair

Trustee Russell

Diane Ready, Secretary Treasurer

1. Trustee Mewhort was elected Chair of the Finance and Facilities Committee.
2. Finance and Facilities Committee Terms of Reference
Chair Mewhort reviewed Bylaw 2.0 Governance, Section 2.5.9 ii) Standing Finance, Facilities and Transportation Committee. After discussion, the committee made the following recommendation to the Board:
THAT the statement "... and recommend a venue for receiving public input..." be deleted from the Terms of Reference as the process for receiving public input is already outlined as part of the District budget process.
3. District Facilities Plan
Diane Ready gave an update on the progress of the District Facilities Plan and Gibsons Identification Report that is being prepared by Jim Alkins. Mr. Alkins will be invited to the next Committee meeting to provide an update.
4. Building Envelope and Mechanical Upgrade Programs
Diane Ready outlined these two Ministry funding opportunities with a due date of June 4th. At present the projects being considered are:
Building Envelope:
Kinnikinnick perimeter drainage and foundation
Elphinstone concrete block wall
Mechanical Upgrade:
Chatelech unit replacements
Kinnikinnick rooftop units
Reports are currently being prepared to support funding applications.
5. Full Day Kindergarten Space – Roberts Creek Elementary
Diane Ready reported that the Ministry requires foundation and site assessments by May 17th and that this is underway. The modular space is to be installed and ready for the 2010/11 school year.
6. Chair Mewhort outlined a number of topics for future committee meetings. These included: Chatelech field project, energy maintenance sustainability, smart tool, and joint use.

7. The next meeting is scheduled for May 20, 2010 from 1:00 to 2:00 p.m. at the Board Office. Both Jim Alkins and Maurice Arduin, Manager of Facilities and Transportation, will be invited.

There being no further business, the meeting adjourned at 2:00 p.m.

D. Mewhort (Chair of Finance and Facilities)

Education Committee
April 15, 2010
3:30pm

Present: Jason Scott, Silas White

Written staff update submitted by Tom Hierck

Sunshine Coast Junior Council:

The Junior Council concept was discussed as a way to engage youth in matters of civic governance, by allowing them a voice regarding local government decision. The council would provide feedback to local governments and make recommendations on matters pertaining to youth.

Next step will be to gather ideas for our senior staff to present to educational leaders, in the interests of collaborating with schools on this project.

International Education:

At present we have four students from Germany to add to our list for next year. Many of our current students will also be returning. A group of students from Japan will be on the coast for two weeks this summer and we may be able to attract some of them to our district for the next school year. We have entered into an agreement (no cost to SD 46) with the Shanghai Business Association to recruit students for the district. They would like to bring 50 students to the district.

Recognition Awards:

Silas has provided a framework that is a good base for the awards (attached). Staff can assist with the list of names that are put forward and provide feedback. Senior Staff can process this over the remainder of the school year.

The award will be a plaque of recognition, rather than some form of monetary award.

Final pieces to decide: When and where to present the awards.

J. Scott (Education Committee Chair)



Mr. Silas White, Chair
Sunshine Coast Board of Education
494 s Fletcher Road
Gibsons, BC, V0N 1V0

May 3, 2010

Re: Sunshine Coast Arts and Recreation Foundation

With improvements on the upper field at Chatelech Se3condary School moving forward with significant contributions form members of the community, it is very apparent that there is strong interest in the facilities available to our youth as well as the community at large. As mentioned in my last communication about the Sunshine Coast Arts and Recreation Foundation, this yet to be formed organization can be positioned to bring fresh dollars into our community. As we enter the second decade of the 21st century it will require innovative thinking and collaborative strategies to bring increased services to our communities.

The attendees of the Mary Pickford, Muse of the Movies, will represent a broad section of the Sunshine Coast. Businesses, organizations and government coming together to see a documentary of a Canadian Icon that can be said was the first movie star. Her forward thinking is highly motivating.

The SCYSA proposes that the Board of Education of the Sunshine Coast provide a directive that will allow the construction of an artificial turf field including stadium seating, a lityhted field for night play, a concert stage as well as service facilities such as washrooms and storage. With this, the newly framed SCARF will raise the required dollars to complete the project. Furthermore, the SCYSA, as the forerunner to the formation of SCARF, like to indicate that the funding process will also include a financial strategy that secures employment positions for CUPE in the maintenance of the new facility. This new structure will then lend itself to assist in other areas of the community. The completion of the Elphinstone Secondary School track and field could be next or even considered to be conducted concurrently.

It was my intention to come forward and address this letter in person; however, the AGM for the SCYSA has been scheduled for the same evening. I look forward in hearing from you.

Kindest Regards,

Norm Blair, President
SCYSA

PO Box 215 Gibsons, BC, V0N 1V0
www.scysa.ca

School District No. 46 (Sunshine Coast)

Public Meeting

Held on April 6, 2010 at 6:30 p.m.
at Chatelech Secondary School, Sechelt B.C.

Present: Trustees: S. White, Chair; D. Mewhort, Vice-Chair; G. Russell;
F. Heppell; L. Fielding

Staff: D. Palmer, Superintendent of Schools
T. Hierck, Assistant Superintendent
D. Ready, Secretary-Treasurer
C. McPhedran, Confidential Secretary

Regrets: Trustees K. Sinnott and J. Scott

Superintendent Palmer gave opening comments.

Secretary-Treasurer Ready presented a slide presentation.

Budget Timelines were reviewed.

Questions and Remarks from the Public

Question: Does all of the grant for transportation have to be spent on transportation?

Answer: The funds are not targeted and can be spent elsewhere in the budget. We are working with our transportation providers to reduce the amount that we spend on transportation. This is an item that the government may not always provide funding for.

Question: All things considered how much less money do we have this year than last year?

Answer: It looks about the same although we are receiving the money differently than last year. Talked about the Distributed Learning money, the increase in students and different cost pressures. Hard to dissect but we are at a decrease.

Question: Can you give a number of the decrease?

Answer: We aren't at that point yet but need to get there.

Question: Will there be money allocated for Emergency Preparedness?

Answer: We will record it as a suggestion.

Superintendent Palmer explained the Family Grouping. How do we reduce costs?

- Madeira Park – will have a vice principal and be annexed to Pender Harbour Secondary.
- Halfmoon Bay Elementary is standing on its own.
- Sechelt Family Group – Chatelech, Kinnikinnick/Sechelt, Davis Bay and West Sechelt.
- Davis Bay to be annexed to Kinnikinnick/Sechelt.
- West Sechelt has a principal.
- Roberts Creek on its own.
- Gibsons on its own.
- Langdale to be annexed to Cedar Grove (explained the better buying power for this.)

Met with administrators and asked them to look at their budgets and their family groupings and come back with ideas.

They will have to look at how they will staff their schools.

Superintendent Palmer went on to explain the process and the challenges.

Questions were invited and the audience was told that they could offer suggestion. Emails were also invited.

Question: In the schools where it is reported that only a vice principal will be, will the principal that is currently at these schools be the vice principal?

Answer: We are in the process of settling that aspect. No it will not be automatic. Working through the process. Reducing across the board.

Question: What is the rationale of cutting down on Special Ed hours?

Answer: Superintendent Palmer responded. The way it is going to be organized does not mean there will be less service but more equitable across the district.

Question: Want clarification on last year's administrators wage increase. Will this wage increase be kept? Will a principal going into a vice-principal role have a wage reduction?

Answer: Contract reads that the wage will stay the same for one year.

New contract will be looked at.

Discussion.

Question: Is there any indication of teachers or administrators retiring next year?

Answer: Staff has to indicate by the 31st of March. We have three teaching staff and two Cupe right now.

S. White: Are there any more ideas or concerns about the budget? It would be helpful for the board to hear.

Question: Can you give an incentive for retirement?

Answer: We can but we would have to fund it.

Question: Is there going to be any reductions in the administrators other than in the school. (Literacy and Numeracy and BCeSIS)?

Answer: Literacy and Numeracy are not administrative positions. Working on reorganizing structure.

Secretary-Treasurer replied that there are no plans to have a reduction in the BCeSIS position at this time – it is a newly implemented program and things are still required to be done at this time. We will re-evaluate in the future.

Comment from R. Emerson about how things were done years ago in school when her children were young versus now.

Question: Can two schools go together to hire for example a P.E. teacher?

Answer: That is what we are hoping to do with the Family Groupings. Maintain a full time assignment. Flexibility will be necessary.

Question: Will it have to be done in a Family Grouping?

Answer: Distance becomes a problem so most likely this would be done within a Family Grouping.

Superintendent Palmer asked what the feeling would be if schools shared a principal?

Audience Member answered: Would be difficult. Principals spend a lot of their day troubleshooting and if there was a serious problem you couldn't ask them to

drive 20 minutes back to the school and it would be a huge responsibility to put that on to the Teacher in Charge.

Comment from audience: If the Teacher in Charge was in a classroom, what would you do with the student? Also commented about what it would look like if a principal was reassigned to be a vice principal. Will the community ask what that person had done wrong for this to happen? Could they be called something other than “vice principal”?

Discussion followed regarding the challenge of principal or teacher in charge being called out of a classroom when problems needed to be taken care of.

J. Garrels: Asked for clarification on the 6 percent reduction in administrators. Is it an actual physical reduction or just on paper with .4 administrator and .6 teacher for the three small schools?

T. Hierck: It would be both. Reminding the audience that the budget process is to get us where we have to be financially but also to provide the best possible educational environment. It all gets thrown into the mix. Can't just do the simple math. There are many things to consider. Discussed what a principal can be asked to do versus what a teacher can be asked to do.

Comment: Would like to look beyond this year to following year and consider a four-day school week. Talked about costs that could be saved including busing, electricity, sick time etc. Would like the board to consider this?

Question: Re life skill program. Is this something that may expand on?

Superintendent Palmer replied. Talked about family groupings and how this may be arranged between these schools. She also commented about the needs of special need students.

J. Garrels commented about the four-day school week. She said she was not particularly in favour of that model but would like the board to consider alternatives to the existing school calendar. Examples given were two-week spring break or different breaks throughout the year.

R. Emerson: Commented that Cupe does not like four day work weeks nor do they like two-week spring breaks. Talked about how teacher salaries are not affected but support staff salaries are. Asked about the 6 percent reductions and how does it look across the board with administrators, teachers and support staff?

Superintendent Palmer: Does not have that answer for this meeting. We have to get there and we need to see that it is equitable across the board.

M. Baba: Talked about other districts considering altered spring break and how all of them have said that they would only consider this if Cupe is not impacted at all. She talked about there not being any educational value.

Superintendent Palmer asked if it these districts considered taking extended breaks in the colder months as she could see that there would be savings on heat during the cooler seasons. Where is the cost savings in a two-week spring break in March?

M. Baba: Most of the districts guaranteed that Cupe would not be impacted.

Superintendent Palmer replied that she would like the names of these districts and how they worked it out.

M. Baba: Surrey was one.

More discussion.

Question: What will the staffing process be like for Kinnikinnick and Sechelt? Will jobs be posted?

Superintendent Palmer said that teachers and support staff contracts are different. Talked about meeting with the two groups to talk about the transition. Talked about the process for teachers versus Cupe. Reviewed the date deadlines.

Superintendent Palmer gave closing comments. Asked that rumours be brought to management's attention so they can be confirmed or denied. Suggestions are welcomed as well. Things will be fluid for sometime. The preliminary budget will be approved at the June board meeting.

The meeting adjourned at 8 p.m.

Motion – J. Scott

“That the Board renew our support for our smallest schools and encourage growth through a redistribution of district programs and funding.”

Rationale:

This Board has recognized the value of our neighbourhood schools in providing exceptional educational experiences, yet we continue to concentrate district programs and support in our larger schools.

Here is an example of some of the programs recently offered in the lower Sunshine Coast schools:

District Supported Programs

Gibsons Elementary:

Strong Start drop in centre
KinderSpark kindergarten readiness
SPARK program
Ready, Set, Learn
Homework Club
Breakfast Club
After school care program
Kindercare program

Langdale Elementary: