



"Together We Learn"

School District No. 23
(Central Okanagan)

BOARD OF SCHOOL TRUSTEES

PUBLIC BOARD MEETING MINUTES

DATE: **WEDNESDAY, February 22, 2006**

TIME: 6 PM

LOCATION: School Board Office

Attending:

Trustee M. Baxter (Chairperson)

Trustee R. Cacchioni

Trustee W. Horning

Trustee A. Hunt-Binkley

Trustee S. Nicholl

Trustee G. Scanlan

Trustee C. Wiebe

Staff:

J. McElgunn, Assistant Superintendent

L. Paul, Secretary-Treasurer

M. Roberts, Director of Instruction – Human Resources
(Acting Superintendent)

M. Essler, Executive Assistant (Recorder)

Absent: R. Rubadeau, Superintendent

Partner Group Representatives Attending:

COPAC

Valerie Broman, President

COTA

Bob Shanks, President

CUPE

Bill Zeman, President

COPVPA

Scott McLean, President

ORDER:

The Chairperson called the meeting to order at 6:05 p.m.

AGENDA

Main

06P-030

MOVED by Trustee Cacchioni, SECONDED by Trustee Wiebe,

THAT: The Agenda for February 22, 2006 be adopted as distributed.

CARRIED

MINUTES

Main

06P-031

MOVED by Trustee Horning, SECONDED by Trustee Wiebe,

THAT: The Minutes of the Public Board meeting of February 8, 2006 be adopted as distributed.

CARRIED

SUPERINTENDENT'S REPORT

In the absence of the Superintendent, Mike Roberts, Director of Instruction – Human Resources, (as Acting Superintendent) provided the following report:

- Education Week March 6-10, 2006
- New Employee Reception and Years of Service Recognition, March 7, 2006 at Rutland Senior Secondary School commencing at 3:45 p.m.
- Education Week Breakfast on March 7, 2006 at Rutland Senior Secondary School commencing at 7:15 a.m.
- Student Enrichment Expo being held on February 28, 2006 involving 100+ students in our District
- District Science Fair being held on March 2, 2006
- inhouse Ergonomics Assessment nearing completion
- almost start of rugby season

RECOGNITION/PRESENTATIONS/DELEGATIONS

PUBLIC QUESTION AND COMMENT PERIOD

TRUSTEE QUERIES/COMMENTS

Trustee Hunt-Binkley

- Advertisement in Daily Courier regarding Breakfast Club and is this something a member of the Board should belong to.
The Secretary-Treasurer will follow-up on this advertisement.

Trustee Cacchioni

- Attended presentation on Friday, February 17, 2006 that Rod Odlum, District Principal – Human Resources, made to the student teachers. Would like to let Rod Odlum know that the student teachers really appreciated it.
The Acting Superintendent will pass on information to Rod Odlum.

Trustee Wiebe

- School District No. 67 hosting Active Living Health Fair in Penticton on March 1, 2006. Provided information to Trustee Hunt-Binkley as chairperson of the Ad Hoc Committee for Healthy Food Choices

Trustee Baxter

- Attended Aboriginal Education Committee last week at which time there was a presentation KickStart – Be Active Stay Active by Wendy Majewski. Trustee Baxter provided pamphlet to Board members to review.
Trustee Hunt-Binkley confirmed that she was a member of this Committee as well as Terry Beaudry, Lisa McCullough and Doug Evans. Would like to refer to the Coordinating Committee the possibility of this presentation being made at a Public Board Meeting.

ACTION ITEMS

Operational Definitions: Cultural Values

(attachment)

The Acting Superintendent introduced the recommendation.

Main

06P-032

MOVED by Trustee Cacchioni, SECONDED by Trustee Nicholl,

THAT: The Board approve the Operational Definitions of the District's Cultural Values, as attached, at the February 22, 2006 public Board meeting.

The Acting Superintendent advised that a meeting was held on January 17, 2006 involving partner groups to provide opportunity for input and discussion. A summary document was provided to all partner groups for review and feedback.

Some concerns were expressed about the wording in the document.
The Board discussed the matter.

Tabling

06P-033

MOVED by Trustee Hunt-Binkley, SECONDED by Trustee Scanlan,

THAT: Motion 06P-032 be tabled with instructions for Trustees to provide to the Superintendent any proposed changes to the Operational Definitions: Cultural Values and the Operational Definitions: Cultural Values be brought back to the Board at the next Public Board Meeting.

CARRIED

Opposed: Trustee Nicholl

The Acting Superintendent confirmed that the amended document would be provided by the Superintendent to partner groups as information only.

Process for Development of Goals for 2006/07 Superintendent's Recommendation

Trustee Baxter introduced the recommendation.

Main

06P-034

MOVED by Trustee Nicholl, SECONDED by Trustee Hunt-Binkley,

THAT: The Board approve the following process to establish goals for the 2006/07 school year:

- **Every School Planning Council Review/Goal setting meeting be attended by a trustee.**
- **The school goals will be reported to the Board for consideration and adoption.**
- **After the Board has received and approved the plans from each school, the Superintendent will summarize the data, results and goals from all schools.**
- **This summarizing document will serve as a reference for consideration by the Finance Committee and be used by the Board to develop the Accountability Contract.**

- **District goals will be chosen by the Board on consideration of the District's Vision, Value and Focus statements, the reports provided by school planning councils, input from senior staff and the operational budget anticipated for 2006/07.**
- **The Goals will be included in the Accountability Contract, which is posted on the website.**
- **Partner groups shall be provided, at their annual meeting with the Board, an opportunity to provide input on the 2006/2007 District Accountability Contract.**

The Board discussed the recommendation. Valerie Broman, President of COPAC, referred to bullet number 7 with reference to opportunity for partner groups to provide input to the District Accountability Contract.

**The question was called on 06P-034.
CARRIED**

6:38 Juleen McElgunn, Assistant Superintendent, left the meeting.

School Calendar – 2006/07 School Year
(attachment)

Trustee Horning advised that he would not be participating in this discussion as he has a daughter who is a Certified Education Assistant, and is advising the Board of his potential conflict of interest.

The Director of Instruction – Human Resources introduced the recommendation. Chaired by the Director of Instruction – Human Resources, the Calendar Committee met in November of 2005. This committee consisted of representatives from COTA, COPVPA, COPAC and CUPE. There was a review of the current school calendar and recommendations made for the 2006/2007 school year. There was general acceptance that the school calendar for 2005/2006 was working well. There were some concerns with respect to the economic impact on 10 month support employees and teachers on call. There was a generally broad-based support by parents but some noted exceptions. All schools were requested to circulate a letter to parents providing an overview of the variation from the B.C. Standard School Calendar and requesting their comments (both positive and negative). The number of responses from parents each year has gone down.

6:40 Juleen McElgunn, Assistant Superintendent, returned to the meeting.

The position of partner groups, with the exception of CUPE, is in favour of the two week spring break period. The issue for CUPE is the economic impact on 10 month support staff employees. The proposed school calendar for 2006/2007 is almost identical to that of 2005/2006. The two professional development days in October 2006 and February 2007 are those designated as common teacher professional days throughout the Province. The September 15, 2006 Administrative Implementation Day is somewhat earlier in order to ensure teachers have received the proper training on BCeSIS. Those teachers not able to complete training during the Summer are provided the opportunity on September 15, 2006.

Bill Zeman, President of CUPE Local 3523, confirmed the Association's concerns regarding the economic impact on 10 month support staff employees. The Chairperson informed Bill Zeman, President of CUPE Local 3523, that some of his comments should be discussed at a bargaining session rather than at a Public Board Meeting.

The Director of Instruction – Human Resources responded to questions.

Main

06P-035

MOVED by Trustee Wiebe, SECONDED by Trustee Nicholl,

THAT: The Board adopt the 2006/2007 local school calendar as outlined in the report from the School Calendar Committee.

CARRIED

Abstained: Trustee Horning (conflict as daughter is Certified Education Assistant in School District No. 23)

Main

06P-036

MOVED by Trustee Wiebe, SECONDED by Trustee Nicholl,

THAT:

1. **The Superintendent direct individual school Principals in consultation with staff and parents to establish a calendar for the 2006/2007 school year and to make such calendars available to all parents by May 31, 2006; and**
2. **In establishing such a calendar, the principal must:**
 - a. **Conform to the School Act and Regulations, applicable Collective Agreements, and School District No. 23 Board Policy.**
 - b. **Schedule school parent/teacher conference times.**
 - c. **Schedule their school’s calendar as follows:**

Days in session	192
Number of days of instruction	185
Number of non-instructional days	3 (+3 summer)
Designated summer teacher pro-d days	August 29, August 30 and August 31
Schools open	September 5
Administrative Implementation Day	September 15
Thanksgiving Day (schools closed)	October 9
Teacher Professional Day	October 20
Remembrance Day (schools closed)	November 13
Schools close for Winter vacation	Friday December 22
Winter vacation period (schools closed)	December 23- January 7
Schools reopen after Winter vacation	Monday January 8
Teacher Professional Day	February 16
Schools close for Spring vacation	Friday March 9
Spring vacation period (schools closed)	March 10-25
Schools reopen after Spring vacation	Monday March 26
Good Friday (schools closed)	April 6
Easter Monday (schools closed)	April 9
Victoria Day (schools closed)	May 21
Administrative Day (students do not attend)	Friday June 29
Schools close	Friday June 29

- d. **Maintain the Ministry prescribed minimum number of minutes of student instruction per day (Kindergarten – 2.4 hours per day, elementary grades 1 to 7 – 4.75 hours per day, middle/secondary grades 7 to 12 – 5.15 hours per day), plus an additional 3 minutes per day at the elementary level and 4 minutes per day at the middle and secondary levels.**

CARRIED

Abstained: Trustee Horning (conflict as daughter is Certified Education Assistant in School District No. 23)

Volunteer Handbook

(attached to Minutes)

(The Volunteer Handbook was made available at the meeting.)

Recommendation of the Education and Student Services Committee – February 1, 2006

Trustee Wiebe, as Chairperson of the Education and Student Services Committee, introduced the recommendation.

Main

06P-037

MOVED by Trustee Wiebe, SECONDED by Trustee Horning,

THAT: The Board approve distribution of the attached Volunteer Handbook.

Bill Zeman, President of CUPE Local 3523, thanked Juleen McElgunn for her leadership on this Committee. This Handbook is a one of a kind production.

The Board discussed the process involved in removing a volunteer. The Assistant Superintendent confirmed that the Committee is in the process of developing that process. Currently Principals have the authority if they feel someone's conduct is unbecoming to deal with the situation. The Director of Instruction – Human Resources confirmed that Principals have the authority to ban volunteers or people from attending on their property.

The question was called on 06P-037.

CARRIED

Early Learning and Development Framework

(attached to Minutes)

(The Early Learning and Development Framework was made available at the meeting.)

Recommendation of the Education and Student Services Committee - February 1, 2006

Trustee Wiebe, as Chairperson of the Education and Student Services Committee, introduced the recommendation.

Main

06P-038

MOVED by Trustee Wiebe, SECONDED by Trustee Scanlan,

THAT: The Board approve distribution of the attached Early Learning and Development Framework.

Trustee Wiebe indicated that the Early Learning and Development Framework is a one of a kind document in the Province and will be provided to Preschool providers in our Region.

The Assistant Superintendent confirmed the conception of this document was two and a half years ago. Kelowna Childcare Society Board will be providing support in the amount of \$3,500.00 for the printing of this document. There will be further strategies looked at for further printing of this document in order to provide copies to the community.

**The question was called on 06P-038.
CARRIED**

School District No. 23 Employee Attendance and Support Program

(attached to Minutes)

(The School District No. 23 Employee Attendance and Support Program was made available at the meeting.)

Recommendation of the Personnel and Staff Services Committee – February 1, 2006

The Director of Instruction – Human Resources introduced the recommendation. Approximately one year ago the Human Resources Department brought forward a recommendation for the creation of this Program. Program is to try and provide a process for supervisors to assist employees with difficult situations. Not for culpable behaviour. Process for supervisors to aid employees to get healthy and back to work. All partner groups present had opportunity for input and voted to support the concept.

Bob Shanks, President of COTA, advised that COTA was not part of the committee. The Director of Instruction – Human Resources confirmed that COTA had refused to be part of this Committee.

Main

06P-039 MOVED by Trustee Scanlan, SECONDED by Trustee Wiebe,
**THAT: The Board approve the attached Employee Attendance and Support Program.
CARRIED**

Amendments to Policy 405 – Student Placement and Regulations 405R - Student Placement

(attachment)

Recommendation of the Education and Student Services Committee - February 1, 2006

Trustee Wiebe, as Chairperson of the Education and Student Services Committee, introduced the recommendation.

Main

06P-040 MOVED by Trustee Wiebe, SECONDED by Trustee Horning,
**THAT: At the February 22, 2006 Public Board Meeting, the Board amend Policy 405
and Regulations: Student Placement, as attached and as amended at the February 22,
2006 Public Board Meeting.**

Trustee Wiebe indicated the amendments to Policy 405 and Regulations: Student Placement. The Board discussed the amendments.

Clara Sulz, Director of Instruction K-12, suggested to the Board the removal of the words “that are approved” in paragraph 4.2 of the Regulations. The Board discussed the suggested amendment and agreed.

Trustee Wiebe confirmed that staff advised that specific incidents regarding school closures or boundary changes should be dealt with on an individual basis and should not be included in the Policy.

**The question was called on 06P-040.
CARRIED**

Amended Annual Budget Bylaw – February 22, 2006

(attachment)

Recommendation of the Finance and Legal Committee – February 15, 2006

Trustee Hunt-Binkley, as Chairperson of the Finance and Legal Committee, introduced the recommendation.

The Secretary-Treasurer explained the need for the amendment to the Annual Budget Bylaw.

Main

06P-041

MOVED by Trustee Hunt-Binkley, SECONDED by Trustee Wiebe,

THAT: The School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2005/2006 (as attached) be given all three readings at the Public Board Meeting of February 22, 2006.

CARRIED

Main

06P-042

MOVED by Trustee Horning, SECONDED by Trustee Wiebe,

THAT: The School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2005/2006 in the amount of \$144,372,859 be read a first, second and third time and finally adopted this 22nd day of February, 2006.

CARRIED

Special Olympics – February 16, 2007

(attachment)

The Director of Instruction – Human Resources introduced the recommendation.

Main

06P-043

MOVED by Trustee Horning, SECONDED by Trustee Wiebe,

THAT: In the event that the Special Olympics 2007 Provincial Winter Games are held in Kelowna on February 15-18, 2007, the Board agrees to allow the Special Olympics British Columbia to utilize School District facilities, as requested in their letter of January 19, 2006, provided that the School District can recapture from the Special Olympics British Columbia all costs to operate facilities, and any other costs incurred as a result of their needs.

The Director of Instruction – Human Resources indicated that the request from the Special Olympics British Columbia will align with the professional development day on February 16, 2007. The Games would commence late afternoon on Thursday, February 15, 2007 and end on Sunday, February 18, 2007. They have requested the use of school sites as dormitories for athletes. The use of Rutland Senior Secondary School and Rutland Middle School is under consideration. The Special Olympics British Columbia would be prepared to pay for any additional costs (supplies, custodial etc.) with no cost to the School District. The School District would be featured as a major sponsor. The Director of Instruction – Human Resources will provide reply to Special Olympics British Columbia and will advise the Board once confirmation of the Special Olympics Games in Kelowna is received.

**The question was called on 06P-043.
CARRIED**

PUBLIC QUESTION/COMMENT PERIOD

Valerie Broman, President, Central Okanagan Parent Advisory Council

- Invitation to Trustees to attend Okanagan Education Career Fair this Friday, February 24, 2006
The chairperson confirmed that Trustees were in Vancouver attending at BCSTA Conference in Vancouver.

INFORMATION ITEMS

Field Trip Summary

(attachment)

Deadline – Proposals for Substantive Change

Proposals must be received by the Board prior to February 28th.

School Fees 2006/07

(attachment)

Trustee Cacchioni referenced no suggestion to increase fees for Textbook Caution Fee. The Acting Superintendent confirmed that a discussion took place and the recommendation was that the fee remain the same.

Revenue and Expense Summary at December 31, 2005

(Approved by Finance and Legal Committee January 18, 2006)

(attachment)

Graduation Ceremonies – Trustee Attendance

(attachment)

Trustee Horning indicated an amendment to show Trustee Nicholl rather than Trustee Horning as the Board Representative for the Central School Programs Graduation.

Enrolment - January 2006

(attachment)

Education and Student Services Committee - Notice of Public Meeting:

Establishment of a Special Education Planning Council for All Special Education Programs

(attachment)

Trustee Wiebe confirmed that Notice was sent out to all Special Education parents advising of meeting. Have received quite a number of presentation requests. At this moment meeting is scheduled to take place at the School Board Office. The Secretary-Treasurer will make a request to Dr. Peter Molloy that an interpreter be arranged to attend. Trustee Baxter suggested that an alternate location for the meeting be arranged in the event that the School Board Office Board Room is not large enough. An interpreter will be arranged for this meeting.

Public – Board Meets as Committee of the Whole

Topic: Glenmore Elementary School Catchment

The Board discussed the possible dates for this meeting.

By consensus, the Board agreed to schedule this meeting for Thursday, March 2, 2006 commencing at 7:00 p.m. Location to be determined.

The Secretary-Treasurer's office will look into locations to hold this meeting – either Glenmore Elementary School or Hollywood Road Education Services.

8:06 Juleen McElgunn, Assistant Superintendent, left the meeting.

Public Board Meeting

Topic: School Accommodation in South Mission

The Board discussed the possible dates for this meeting.

By consensus, the Board agreed to schedule this meeting for Thursday, March 30, 2006 commencing at 7:00 p.m. at Anne McClymont Elementary School.

This meeting is to discuss the need for a School in the South Mission area and discussion on disposal of property. The Secretary-Treasurer's office will provide notice of this scheduled meeting to the City of Kelowna and Sindi Hawkins, MLA.

BOARD COMMITTEE REPORTS

Trustee Scanlan

- Personnel and Staff Services Committee

Trustee Horning

- Planning and Facilities Committee

Trustee Hunt-Binkley

- Ad Hoc Committee – Healthy Food Choices
 - recommendation to the Coordinating Committee to have Wendy Majewski make presentation to the Board on KickStart – Be Active Stay Active

BOARD CORRESPONDENCE

Sent: Stockwell Day, MP – Congratulations
Ron Cannan, MP – Congratulations
Stockwell Day, MP – GST payments by School Districts
Ministry of Education and Ministry of Health – Commendation for Guidelines for Food and Beverage Sales in BC Schools and requesting support

Received: Central Okanagan Committee for Safe Schools re request for funds
Keith and Brenda Gotte re Glenmore Elementary School catchment area
Kent Johnson re Dual Track at Glenmore Elementary School
Clint and Faith McKenzie re Dual Track at Glenmore Elementary School
Earl and Mary Wozny re Overcrowding Issue at Glenmore Elementary School

Central Okanagan Parent Advisory Council re Policy 405 and 405R – Student Placement
Central Okanagan Parent Advisory Council re COPAC Liaison List

Main

06P-044

MOVED by Trustee Nicholl, SECONDED by Trustee Wiebe,

THAT: At the February 22, 2006 Public meeting, the Board receive the correspondence listed above.

CARRIED

FUTURE REGULARLY SCHEDULED BOARD MEETINGS

Regular Public Board Meeting

Wednesday, March 8, 2006 at 6:00 p.m., School Board Office

Regular Public Board Meeting

Wednesday, March 29, 2006 at 6:00 p.m., School Board Office

Regular Public Board Meeting

Wednesday, April 12, 2006 at 6:00 p.m., School Board Office

BOARD STANDING COMMITTEE MEETINGS

March 1, 2006

Committee I – General Affairs

4:30 p.m. at School Board Office

Committee III – Education and Student Services

6:30 p.m. at School Board Office

April 5, 2006

Committee IV – Personnel and Staff Services

4:00 p.m. at School Board Office

Committee III – Education and Student Services

6:30 p.m. at School Board Office

ITEMS REQUIRING SPECIAL MENTION

BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION

BC SCHOOL TRUSTEES' ASSOCIATION

Trustee Academy and Provincial Council

February 23-25, 2006

Delta Vancouver Airport Hotel

Richmond, B.C.

Okanagan Branch Meeting
March 3 and 4, 2006
Vernon, B.C.

BCSTA Annual General Meeting
April 27 – 30, 2006
Prince George Civic Centre
Prince George, B.C.

NOTICES OF MOTION

ITEMS FOR BOARD COMMITTEES

Coordinating Committee – Presentation by Wendy Majewski, KickStart – Be Active Stay Active

ITEMS FOR A FUTURE AGENDA

Operational Definitions: Cultural Values

ADJOURNMENT: The Chairperson adjourned the meeting at 8:17 p.m.

Chairperson

Secretary-Treasurer