



"Together We Learn"

School District No. 23  
(Central Okanagan)

# BOARD OF SCHOOL TRUSTEES

## PUBLIC BOARD MEETING MINUTES

DATE: **WEDNESDAY, January 10, 2007**

TIME: 6:00 PM

LOCATION: School Board Office  
1940 Underhill Street  
Kelowna, B.C.

### Attending:

Trustee M. Baxter (Chairperson)

Trustee R. Cacchioni

Trustee A. Hunt-Binkley

Trustee S. Nicholl

Trustee G. Scanlan

Trustee C. Wiebe

Absent: Trustee W. Horning

### Staff:

M. Roberts, Superintendent

H. Gloster, Assistant Superintendent

L. Paul, Secretary-Treasurer

M. Essler, Executive Assistant (Recorder)

### Partner Group Representatives Attending:

COPAC

Deb Butler, President

COTA

Tom Potts, President

COPVPA

No Representative

CUPE

Ron Goffic, Vice-President

DSC

No Representative

### ORDER:

The Chairperson called the meeting to order at 6:01 p.m.

### AGENDA

Add

Action Item

Material for Item 7.1 – School Act Class Size/Class Composition Update Report

Add

Action Item

Material and Recommendation for Item 7.2 – Award of Tender – Dr. Knox Replacement School

### AGENDA

*Main*

07P-001

MOVED by Trustee Wiebe, SECONDED by Trustee Nicholl,

**THAT: The Agenda for January 10, 2007 be adopted as amended.**

**CARRIED**

## MINUTES

*Main*

07P-002

MOVED by Trustee Scanlan, SECONDED by Trustee Nicholl,

**THAT: The Minutes of the Annual Meeting of December 13, 2006 be adopted as distributed.**

**CARRIED**

## MINUTES – Public Board Meeting – December 13, 2006

Amend Page 5 – French Immersion Growth Alternatives Report – November 2006 Update

Amend paragraph three on page 5 to read:

Trustee Hunt-Binkley expressed concern in approving the recommendation and indicated her preference to table the Motion to the January 10, 2007 Public Board meeting in order to provide parents *and partner groups* with the further opportunity to review the recommendations.

## MINUTES

*Main*

07P-003

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

**THAT: The Minutes of the Public Board Meeting of December 13, 2006 be adopted as amended.**

**CARRIED**

## SUPERINTENDENT'S REPORT

The Superintendent provided the following report:

- Announcement of three School District No. 23 Principals recognized in this year's "Canada's Outstanding Principals" Awards list. Principals from School District No. 23 include Scott McLean, Principal of Springvalley Middle School; Janet Slaney, Principal of Rutland Elementary School; and Sandra Sellick, former Principal of Anne McClymont Elementary School. Congratulations to these three Principals. Formal recognition will be conducted at a future Public Board Meeting.
- Congratulations to Lorraine Baron, Elementary/Middle/Secondary Numeracy Coordinator at Hollywood Road Education Services, for receiving a Certificate of Excellence from the Prime Minister's Awards for Teaching Excellence.
- Reminder to members of the public that the 2007/2008 school registration, including Kindergarten, starts Monday, January 15, 2007 at all School District No. 23 schools.
- Newspaper article on new magazine entitled Zamoof. Article referred to 4500 copies of the new magazine to be provided to all grades 2-7 students in School District No. 23. The Superintendent will contact the publisher of the magazine and provide her with the protocol with regard to distribution of information to schools.

## RECOGNITION/PRESENTATIONS/DELEGATION

### Recognition:

### Introduction:

#### **Janelle Zebedee, Health Promoting Schools Coordinator**

The Chairperson introduced Terry-Lee Beaudry, Director of Instruction K-12. The Director of Instruction K-12 introduced Janelle Zebedee, the new Health Promoting Schools Coordinator, who commenced her Health Promoting Schools Coordinator position in October of 2006.

Janelle is currently working with the District Health-Promoting Schools Committee in the development of a comprehensive District Health Promoting Schools Plan. Trustee Hunt-Binkley further welcomed Janelle to the District and indicated the funding for this specific position was provided from outside sources which is unique to School District No. 23. Trustee Baxter presented Janelle Zebedee with a School District pin and welcomed her to the District. Trustee Baxter also expressed appreciation to Trustee Hunt-Binkley in her efforts to obtain the necessary approval and funding for the Health Promoting Schools Coordinator position.

## **PUBLIC QUESTION AND COMMENT PERIOD**

### **TRUSTEE QUERIES/COMMENTS**

All trustees were provided with an opportunity to comment on their involvement, since the previous Board meeting, in District activities.

#### **Trustee Nicholl**

- Crossroads Treatment Center offering production aimed at aiding parents in dealing with Crystal Meth. This production is set for Thursday, January 18, 2007 at 7:00 p.m. at the Mary Irwin Theatre. The cost of admission is \$10.00.

#### **Trustee Hunt-Binkley**

- Advertisement in newspapers recently requesting individuals to speak at a Forum on Government Conversation on Health. Requesting Board of Trustee approval to attend on behalf of the Board of Trustees to provide information on the importance of healthy schools.

*Main*

07P-004

MOVED by Trustee Wiebe, SECONDED by Trustee Scanlan,

**THAT: Trustee Hunt-Binkley attend the Forum on Government Conversation on Health as a Board of Trustee representative.**

**CARRIED**

The date for the Forum in Kelowna has not as yet been established although Trustee Hunt-Binkley has reserved a spot.

#### **Trustee Cacchioni**

- Trustee Cacchioni requested from the Assistant Superintendent a verbal update on the Grad Portfolios.

*Hugh Gloster, Assistant Superintendent, advised that conversations with the Ministry of Education have taken place and the timeline is going according to plan. The Minister of Education will be making recommendation to cabinet and a response will possibly be provided by the end of this month. The Minister of Education expressed pleasure and was very impressed with the Regional Forums which took place previously and has appreciated the feedback provided by parents, students and educators.*

#### **Trustee Wiebe**

- Attended Okanagan Mission Secondary School prior to Christmas break. Trustee Wiebe suggested that the wheelchair access for parents at Okanagan Mission Secondary School be reviewed by Dr. Peter Molloy, Director of Instruction – Student Support Services, and possible funding be obtained to update this access.

- Trustee Wiebe has received communication from parents expressing concern on the Meetings for the French Immersion Program Information for the 2007/2008 School Year being held after the start of the registration period.  
*The Superintendent responded that evenings in the month of December were previously booked for Christmas concerts and other events. Meetings in previous years have been scheduled for the month of January. Parents are able to register for one program at one school and be placed on the wait list for another school until after they have attended an informational meeting and are able to make a decision.*  
Trustee Wiebe suggested in the future the School District may want to consider the commencement of the registration period one week later in order that parents may attend the informational sessions prior to the registration period.

## ACTION ITEMS

### **School Act Class Size/Class Composition Update Report**

(information provided at meeting)

In attendance: Rod Odlum, Director of Instruction – Human Resources

Rod Odlum, Director of Instruction – Human Resources, confirmed that a requirement of the School Act is if at any time during the school year the class size guidelines and/or class composition guidelines are exceeded, the Board must approve the Report for submission to the Ministry of Education. The report provided at the Public Board Meeting of January 10, 2007 indicates the exceptions for the month of December.

*Main*

07P-005

MOVED by Trustee Cacchioni, SECONDED by Trustee Scanlan,

**THAT: The Board approve for submission to the Minister of Education, the attached School Act Class Size/Class Composition Update Report for the month of December, 2006, as presented at the January 10, 2007 Public Board Meeting.**

**CARRIED**

### **Award of Tender - Dr. Knox Replacement School**

(information provided at meeting)

The Secretary-Treasurer advised that due to a prior commitment, Alan Cumbers, Director of Operations is unable to attend the Public Board Meeting of January 10, 2007.

The Secretary-Treasurer advised that the Dr. Knox Replacement School project has been divided into two tenders. One for the Dr. Knox Middle School Replacement Project Off-Site Servicing needs and one for the Dr. Knox Middle School Replacement Building.

The Secretary-Treasurer confirmed that eight valid tenders were received by the closing date of December 19, 2006 for the Dr. Knox Middle School Replacement Project Off-Site Servicing needs and five valid tenders were received by the closing date of December 21, 2006 for the Dr. Knox Middle School Replacement Building. The Secretary-Treasurer reviewed the Memorandum dated January 8, 2007 which included the recommendation to award the Off-Site works to R355 Enterprises Ltd. and the construction to Maloney Contractors Ltd. The two contracts combined are within the budget allocation but require access to the escalation reserve. That is reasoning both recommendations are subject to release of escalation reserve funds by the Ministry of Education.

The Secretary-Treasurer responded to questions for clarification.

*Main*

07P-006

MOVED by Trustee Cacchioni, SECONDED by Trustee Scanlan,  
**THAT: The Board authorizes the award of contract to R355 Enterprises Ltd., in the amount of \$1,232,465.00 plus GST for the Off-Site works of Project No. 113509; Replacement of the 800 student Dr. Knox Middle School, subject to the release of escalation reserve funds by the Ministry of Education.**  
**CARRIED**

The Secretary-Treasurer advised that discussions are taking place with the City of Kelowna with regard to the City's portion of off-site costs and Development Cost Charges.

*Main*

07P-007

MOVED by Trustee Scanlan, SECONDED by Trustee Cacchioni,  
**THAT: The Board authorizes the award of contract to Maloney Contractors Ltd., in the amount of \$16,141.656 (including alternate price), plus GST for the on-site construction of Project No. 113509; Replacement of the 800 student Dr. Knox Middle School, subject to the release of escalation reserve funds by the Ministry of Education.**  
**CARRIED**

#### **Authorization for Temporary Borrowing (Annual Line of Credit)**

*Main*

07P-008

MOVED by Trustee Wiebe, SECONDED by Trustee Nicholl,  
**THAT: In accordance with the provisions of Sections 139 of the School Act RSBC 1996 and No. 10 of the Regulations, the Board of School Trustees of School District No. 23 (Central Okanagan), effective January 1, 2007 to December 31, 2007, authorize the Secretary-Treasurer to arrange for a borrowing line and credit of an amount not to exceed \$5,000,000.00 to meet current operating and debt services expenditures but all money so borrowed shall be repaid not later than six months from the date of borrowing.**

The Board discussed the recommendation.

**The question was called on 07P-008.**  
**CARRIED**

#### **Board Representation on Outside Committees/Organizations/Agencies**

The Board discussed the Board's representation on outside committees/organizations/agencies.

*Deferred*

07P-009

MOVED by Trustee Cacchioni, SECONDED by Trustee Wiebe,  
**THAT: Board Representation on Outside Committees/Organizations/Agencies be deferred to a future Public Board Meeting when all additional information is available.**  
**CARRIED**

## Setting Regular Board Standing Committee Dates and Times

(attachment)

*Deferred from December 13, 2006 Annual Meeting.*

Trustee Scanlan requested an amendment to the commencement time for future Committee IV – Human Resources and Staff Services to 4:30 p.m.

*Main*

07P-010        MOVED by Trustee Scanlan, SECONDED by Trustee Wiebe,  
**THAT: The Board of Trustees approve the Board Standing Committee Meeting Dates 2007 as presented and amended at the January 10, 2007 Public Board Meeting.**  
**CARRIED**

## Letter to Minister of Education Requesting Amendment to School Act regarding School Fees

At the December 13, 2006 Public Board Meeting the Board tabled to “the next Public Board Meeting on January 10, 2007” Motion 06P-254.

*Main*

07P-011        MOVED by Trustee Wiebe, SECONDED by Trustee Scanlan,  
**THAT: Motion 06P-254 be lifted from the table.**  
**CARRIED**

Main Motion 06P-254 (Horning/Wiebe)

THAT: The Board of Trustees write a letter to the Minister of Education requesting the School Act be amended to allow the ability for Trustees to charge for special programs and that the ability to pay would not be a prerequisite.

The Board discussed Main Motion 06P-254.

Deb Butler, President of COPAC, indicated the issue of Student Fees was on the next COPAC meeting Agenda set for February 5, 2007.

*Amendment*

07P-012        MOVED by Trustee Wiebe, SECONDED by Trustee Cacchioni,  
**THAT: The Board of Trustees write a *draft* letter to the Minister of Education requesting the School Act be amended to allow ~~the ability for Trustees School Districts~~ to charge for special programs and that the ability to pay would not be a prerequisite.**

The Superintendent responded to questions.

The Superintendent provided clarification on the feedback requested by the Minister of Education from School Boards, parents and the public.

6:45    The Assistant Superintendent left the meeting to review correspondence binder.

The Board discussed the contents of the draft letter to the Minister of Education.

By consensus, the Board agreed that Trustee Cacchioni and the Superintendent would provide a draft letter to the Minister of Education to the Trustees for their review.

6:53    The Assistant Superintendent returned to the meeting.

**The question was called on Amendment 07P-012.  
CARRIED**

**The question was called on Main Motion 06P-254.  
CARRIED**

## **PUBLIC QUESTION AND COMMENT PERIOD**

### **INFORMATION ITEMS**

**Field Trips for 2006/2007**  
(attachment)

**Month End Enrollment Report – November 2006**  
(attachment)

**Lending a Hand – Committee Status**  
(attachment)

Hugh Gloster, Assistant Superintendent, reviewed the recommendations from the Committee in response to the survey provided to schools. Trustee Wiebe expressed concern in the consistency in obtaining, training and recognizing of volunteers in the School District. The Superintendent confirmed that there is a process in place by School District staff and administration for the completion of Criminal Record Checks on volunteers. The intention is to dissolve the Lending a Hand Committee with management of volunteers to be the responsibility of School Principals. Some follow-up responsibilities will be referred to the Assistant Superintendent and the Secretary-Treasurer. The Assistant Superintendent reviewed the portion of the Volunteer Handbook with respect to the declaration of volunteers.

The Assistant Superintendent confirmed that upon the completion of the requirements checklist a review would be provided to Principals.

The Superintendent confirmed that through the regular training process with Principals, the issue of consistency and the meeting of the intention of the original mandate will be reviewed.

#### **Graduation Ceremonies at Mount Boucherie Secondary School**

Response to Trustee Query

December 13, 2006 Public Board Meeting

The Superintendent advised that Lisa McCullough, Principal of Mount Boucherie Secondary School, has confirmed that Trinity Baptist Church had been previously booked as an alternate location in the event that the Mount Boucherie Arena expansion had not been completed in time for the graduation ceremonies.

#### **Rutland Senior Secondary School Expansion Ceremony**

Response to Trustee Query

December 13, 2006 Public Board Meeting

The Superintendent confirmed that on March 9, 2006 at 10:30 a.m. Rutland Senior Secondary School held a Grand Opening of the Rutland Senior Secondary School Expansion and BCIT Launch Celebration. No other formal activities are planned.

## BOARD COMMITTEE REPORTS

## BOARD CORRESPONDENCE

- Sent:
- Royal Canadian Legion, Branch 69 (Peachland) – appreciation for attendance at schools’ Remembrance Day Ceremonies
  - Royal Canadian Legion, Branch 26 (Kelowna) – appreciation for attendance at schools’ Remembrance Day Ceremonies
  - Royal Canadian Legion, Branch 288 (Westbank) – appreciation for attendance at schools’ Remembrance Day Ceremonies
  - Royal Canadian Legion, Branch 189 (Oyama) – appreciation for attendance at schools’ Remembrance Day Ceremonies
  - Korean Veterans Association of Canada – appreciation for attendance at schools’ Remembrance Day Ceremonies
  - Army, Navy and Airforce Veterans Club of Rutland – appreciation for attendance at schools’ Remembrance Day Ceremonies
- Received:
- School District No. 83 (North Okanagan-Shuswap) – copy of letter to The Honourable Shirley Bond regarding funding allocations
  - School District No. 43 (Coquitlam) – copy of letter to The Honourable Shirley Bond regarding amendments to School Act and Regulations regarding school fees
  - School District No. 44 (North Vancouver) – copy of letter to The Honourable Carole Taylor regarding Negotiating Framework for Exempt Staff
  - Deborah Sures regarding support for Arts-Based School of Choice
  - George Elliot Secondary School Parent Advisory Council regarding PAC input in decision making within District
  - The Honourable Shirley Bond regarding Class Size Data Collection process
  - City of Kelowna – Works and Utilities Department regarding Central Okanagan Bypass – Project Update

Trustee Wiebe referred to the letter received from the Minister of Education with regard to the Class Size Data Collection Process. The Superintendent had requested clarification from the Ministry of Education on the requirements for the two reports prior to the reports being prepared. The documentation sent to the Ministry of Education is in accordance with the direction provided. The Superintendent has received verbal indication from the Ministry that they are attempting to amalgamate the two reports and this would reduce the staff time spent on the preparation of the reports in the future.

Trustee Hunt-Binkley referred to the letter received from the George Elliot Secondary School Parent Advisory Council regarding PAC input in decision making within the District and whether the Committee Structure is part of Strategic Planning. Trustee Baxter confirmed Committee Structure is currently part of Strategic Planning. Trustee Baxter will contact the George Elliot Secondary School Parent Advisory Council to receive clarification of the contents of their letter of December 20, 2006, and will provide a report back to the Board.

*Main*

07P-013

MOVED by Trustee Cacchioni, SECONDED by Trustee Scanlan,  
**THAT: At the January 10, 2007 Public meeting, the Board receive the correspondence listed above.**  
**CARRIED**

#### **FUTURE REGULARLY SCHEDULED BOARD MEETINGS**

Regular Public Board Meeting  
Wednesday, January 24, 2007 at 6:00 p.m., School Board Office

Regular Public Board Meeting  
Wednesday, February 14, 2007 at 6:00 p.m., School Board Office

#### **SPECIAL PUBLIC BOARD MEETINGS**

#### **BOARD STANDING COMMITTEE MEETINGS**

January 17, 2007

4:00 Committee II – Planning and Facilities  
6:00 Committee V – Finance and Legal Committee (Hollywood Road Education Services)

February 7, 2007

4:30 Committee I – General Affairs  
6:30 Committee III – Education and Student Services

#### **ITEMS REQUIRING SPECIAL MENTION**

#### **BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION**

##### **BCPSEA Annual General Meeting**

Date: January 26 and 27, 2007  
Location: Coast Plaza Hotel & Suites  
1763 Comox Street  
Vancouver, B.C.

#### **BC SCHOOL TRUSTEES' ASSOCIATION**

##### **BCSTA Provincial Council Meeting**

Date: February 9 and 10, 2007  
Location: Coast Plaza Hotel & Suites  
1763 Comox Street  
Vancouver, B.C.

**BCSTA Branch Meeting**

Date: February 23 and 24, 2007  
Location: Nicola Valley Institute of Technology  
Merritt, B.C.

**BCSTA Annual General Meeting 2007**

Date: April 19-22, 2007  
Location: Victoria Conference Centre  
Victoria, B.C.

**NOTICES OF MOTION**

**ITEMS FOR BOARD COMMITTEES**

**ITEMS FOR A FUTURE AGENDA**

Formal Recognition of Canada's Outstanding Principals Awards Recipients Scott McLean, Janet Slaney and Sandra Sellick

Formal Recognition of Lorraine Baron, recipient of Certificate of Excellence from the Prime Minister's Awards for Teaching Excellence

Board Representation on Outside Committees/Organizations/Agencies

**ADJOURNMENT:** The Chairperson adjourned the meeting at 7:25 p.m.

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Chairperson

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Secretary-Treasurer