



"Together We Learn"

School District No. 23
(Central Okanagan)

BOARD OF SCHOOL TRUSTEES

PUBLIC BOARD MEETING MINUTES

DATE: **WEDNESDAY, September 22, 2004**

TIME: 6:00 PM

LOCATION: School Board Office

Attending:

Trustee M. Baxter (Chairperson)

Trustee E. Buckley

Trustee C. Horan

Trustee W. Horning

Trustee A. Hunt-Binkley

Trustee G. Scanlan

Trustee C. Wiebe

Staff:

R. Rubadeau, Superintendent

J. McElgunn, Assistant Superintendent

Eileen Sadlowski, Secretary-Treasurer

M. Stolze, Executive Assistant/Information Officer (recorder)

Partner Group Representatives Attending:

COPAC

Valerie Broman, President

COPVPA

Scott McLean, President

COTA

Alice Rees, President

ORDER

The Chairperson called the meeting to order at 6:04 PM.

AGENDA

Include Additional Material for scheduled Agenda Items
Move Agenda Items 7.2 and 7.5 forward

Main

04P-605

MOVED by Trustee Horan, SECONDED by Trustee Buckley,
THAT: The Agenda for September 22, 2004 be adopted as amended.
CARRIED

MINUTES

Public Board Meeting – September 8, 2004

Main

04P-606

MOVED by Trustee Horning, SECONDED by Trustee Scanlan,
THAT: The Minutes of the public Board meeting of September 8, 2004 be adopted as circulated.
CARRIED

SUPERINTENDENT'S REPORT

(attachment)

The Superintendent reported that this year's school opening went well. Principals credit the spring registration process with creating stability, reducing the movement of teachers from school to school, and permitting instruction to commence in most schools on the first day of school. Few problems were noted with school registration and nearly all students were able to be accommodated in their desired school of choice.

It was expected that 200 fewer students would be enrolled this September in comparison to last year. Projections were accurate to within 60 students, as 44 fewer elementary and 16 fewer secondary students enrolled in our system on September 7th. The decreased enrolment (below projections) means that some staffing adjustment will need to be made between schools.

The bulge of students continues to progress through the middle and secondary systems. For the first time in 21 years our kindergarten enrolment is up over the previous year. We believe that the increase is associated with our ever growing preschool program, as we now have 10 programs in operation. The Superintendent's complete School Opening Report is attached to and forms part of these Minutes.

RECOGNITION/PRESENTATIONS/DELEGATIONS

Introduction of 2 New Administrators

Director of Instruction Hugh Gloster introduced James Minkus, Vice-Principal at Mount Boucherie Secondary School and Des Sjoquist, Vice-Principal at Rutland Senior Secondary School.

PUBLIC QUESTION/COMMENT PERIOD

TRUSTEE QUERIES/COMMENTS

All trustees were provided with an opportunity to comment on their recent involvement in District activities.

Queries:

Trustee Wiebe

- The Regional Parks Advisory Council has experienced a decrease in vandalism region-wide. The trustee asked about the vandalism trend school district-wide.

Information will be provided.

Trustee Wiebe

- asked about the cost for increased student use of the Mount Boucherie Community Facilities.

The Secretary-Treasurer responded that there is no cost to the District. Student-use is included in the Joint Use Agreement with the Regional District.

Trustee Baxter

- in response to a parent's comment, asked if some kindergarten students are only provided with school bus service only "one way".

The Superintendent responded that this could indeed be the case. If there are less than 6 students on a route, a bus is not provided. Parents living outside the walk-limits are provided

with transportation funding assistance. Students living inside the walk-limits are considered as courtesy riders, space permitting and provided there is a school bus route.

Visit by Tom Christensen, Minister of Education - September 22

On September 22nd, the Minister visited Pearson, Quigley and Rutland Elementary Schools and Rutland Senior Secondary School. The Minister also met with partner group representatives and had a special meeting with the Board of School Trustees.

The Board agreed to write a letter to the Minister to thank him for accepting the Board's invitation to visit our District.

The Minister had also accepted an invitation from the PAC of Oyama Elementary to join a September 23rd celebration day at Oyama Elementary as a "Traditional" School.

ACTION ITEMS

Recommendation – Preschool Partnerships
(attachment)

The following motion was deferred from the September 8, 2004 Public Board meeting: *“THAT: The Board direct the Superintendent to lower the ratio of free preschool students to paying students from 1:5 to 1:10.”*

Trustee Horan, Board representative on the Preschool Partnership Committee, advised that, subsequent to the September 8th Board meeting, the Committee and trustees had met to discuss the matter. Unanimous agreement had been reached on an alternative plan that would hopefully alleviate the temporary financial constraints of pre-school operators and encourage more operators to become involved with the program.

Main
04P-607

MOVED by Trustee Horan, SECONDED by Trustee Buckley,
THAT: The Board of School Trustees adopt the following process for supporting low income students in the Preschool Partnerships: If the preschool is at:

- | | | |
|----------------------|---|---|
| 100% capacity | - | 20% of the enrolled students must be from low income families and be provided space at no cost |
| 75% capacity | - | 10% of the enrolled students must be from low income families and be provided space at no cost |
| 50% capacity | - | 5% of the enrolled students must be from low income families and be provided space at no cost. |

and that this practice be adopted and in place for the 2004/05 school year only.

The Board discussed the matter.
The Superintendent and Assistant Superintendent responded to questions.

**The question was called on 04P-607
CARRIED**

Main
04P-608

MOVED by Trustee Scanlan, SECONDED by Trustee Buckley,
THAT: The Board send a letter to the Ministry of Education and the Ministry of Children and Family Development requesting Community Link funding and any other funding for Preschool partnerships to offset the subsidy for children at risk.

The Superintendent responded to a question.
The Board discussed the matter.

**The question was called on 04P-608
CARRIED**

Finance Committee Recommendation – June 30, 2004 Audited Financial Statements
In attendance: Jim Grant and Mike Gilmore of Grant Thornton, Chartered Accountants

In the absence of Finance Committee Chairperson Trustee Hunt-Binkley, Trustee Scanlan had chaired a Finance Committee Meeting on September 15, 2004, at which the Committee had received and discussed the 2003/04 Auditor's Report and Financial Statements.

Main
04P-609

MOVED by Trustee Scanlan, SECONDED by Trustee Buckley,
THAT: The Board approve the Auditor's Report and Financial Statements for 2003/04 at the public meeting of September 22, 2004.

The Chairperson asked the Auditors if they wished to add any further information to the Report. The Auditors responded that the Report is complete.

Trustee Scanlan advised the Board that the Committee had extensively reviewed the Report and Financial Statements. She thanked the Auditors for leading the process.

The Secretary-Treasurer referred the Board to the details of the Statement of Revenue and Expense and the Statement of Financial Position and provided an overview. She responded to questions.

The Auditor drew attention the *Notes to the Financial Statements*, in particular the Authority, the Accounting Policies and Financial Instruments. He informed the Board that this Report constitutes the standard report that the Ministry expects to receive. Next year, it is the Ministry's intention to have all school districts move to full GAP (General Accounting Procedures).

The Board discussed the matter.

**The question was called on 04P-609
CARRIED**

Feasibility - Dual Tracking French Immersion Programs
(attachment)

The Board had directed the Superintendent to *investigate the feasibility of creating up to two new French Immersion dual-track programs to facilitate growth in the French Immersion program, with the goals of eliminating the use of portables and filling empty classrooms.* The Board motion had been prompted by the Superintendent's French Immersion Review Report of April 2004 and the overcrowding at two of our French Immersion schools, Glenmore and Casorso Elementaries.

The Superintendent reviewed his September 10th memorandum in which he responded to the Board motion. He explained that in compiling the feasibility report, he had looked at two issues: (1) available space and class composition (2) locations where two new dual-track programs might occur. He concluded that it is not feasible to create an additional dual-track French Immersion programs under the conditions provided by the Board. Besides, he added that the addition of up to two new dual-track programs would not necessarily change the current early-immersion pressure at either Glenmore or Casorso Elementaries: very few students attend in French Immersion programs outside their immediate neighbourhoods.

The Board discussed the Superintendent's feasibility report and several options for resolving the overcrowding situations, including the possibility of opening a single track French Immersion school. He stated that there are no easy solutions and that maintaining the status quo may be a valid option for the Board. The Superintendent responded to questions.

The Chairperson requested September 2004 enrolment data. The Superintendent explained that enrolment details for this school year will be confirmed after September 30th, in accordance with Ministry requirements. The information will be provided to the Board.

Main

MOVED by Trustee Buckley,

THAT: The Board authorize the Superintendent to implement those changes to the operation of the School District that, in his judgment, are most conducive to preserving and expanding the French Immersion program on a sound financial and educational basis.

NO SECONDER

NO DEBATE

The Board discussed the need to consult with the school communities of Glenmore and Casorso to measure concerns regarding overcrowding versus the concerns for the disruptive process that could be the outcome of the Board exercising one of its options, which is to move students from their current locations.

Main

04P-610

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

THAT: The Board refer to the Education Committee the issue of the consultation process to be used for the French Immersion Program in the elementary schools in the Kelowna area, and that the Committee report to the Board at the next Board meeting.

CARRIED

Opposed: Trustee Buckley

8:15 PM The Chairperson called for a recess.

8:30 PM The meeting resumed.

Recommendation – Amended Policy 190: Trustee Expenses
(attachment)

Main

04P-611

MOVED by Trustee Buckley, SECONDED by Trustee Scanlan,
THAT: At the September 22, 2004 Public Board meeting, the Board approve attached, Amended Policy 190: Trustee Expenses.

The Board discussed the draft amended Policy.
Trustees requested additional amendments.

Amendment

04P-612

MOVED by Trustee Hunt-Binkley, SECONDED by Trustee Buckley,
THAT: Item 4.1 be changed as follows:
Expenses must be submitted on a timely basis, preferably once a month.....
CARRIED
Opposed: Trustees Baxter and Wiebe

Amendment

04P-613

MOVED by Trustee Hunt-Binkley, SECONDED by Trustee Scanlan,
THAT: Item 4.4 be changed as follows:
..... The Board shall resolve any discrepancy in interpreting and applying this policy.
CARRIED

Amendment

04P-614

MOVED by Trustee Buckley, SECONDED by Trustee Scanlan,
THAT: Item 5.1 be changed as follows:
..... or the BC Public Schools Employers' Association....
CARRIED

The question was called on Main Motion 04P-611 as amended in 04P-612, 04P-613 and 04P-614.
CARRIED

Recommendation – Targeted Community Link Funding
(attachment)

Staff have reviewed the financial commitments (School meals and Community Schools) already established for previous and current Community Link funding. After these expenditures, the one-time-only funds currently available would be \$193,000.

The Assistant Superintendent advised that she and the Directors of Instruction have developed a grant application process designed to ensure equitable access for all schools to the available funds. The process includes a report back to the Board on success relative to specific school goals. The deadline for application is October 31, 2004.

The Assistant Superintendent invited a trustee to participate in assessing the applications.

Main
04P-615

MOVED by Trustee Buckley, SECONDED by Trustee Horning,
THAT: The Board approve the Community Link Program Grant Application Process for all schools with the total amount of expended funds not to exceed \$193,000.

The Board discussed the matter.
The Assistant Superintendent responded to questions.

The President of COPAC expressed concern that the deadline would not allow for consultation with all Parent Advisory Councils or School Planning Councils.

The Assistant Superintendent indicated there would be no problem in changing the deadline past October 31st if necessary. She pointed out that consultation is a requirement in the application process.

The President of COPAC agreed to post the information on the COPAC website.

**The question was called on 04P-615
CARRIED**

**Recommendation of the Public Relations Committee –
Approval - Operations Dept. Request: Annual Declaration of Two School Bus Safety Weeks:**

The Public Relations Committee recommended that the Board approve a request from the Operations Department to establish, in every school year, two School Bus Safety Weeks. This is in keeping with a Canada-wide safety initiative by the Canadian Pupil Transportation Association and the BC Association of School Transportation Supervisors.

If the Board approves, the Committee requests that the Declaration be made for October 18-22, 2004 at the October 13th Public Board meeting, and for January 31 – February 4, 2005 at the January 26th Public Board meeting.

Main
04P-616

MOVED by Trustee Wiebe, SECONDED by Trustee Horning,
THAT: To support a BC- wide safety initiative by the Association of School Transportation Supervisors, the Board of School Trustees for School District No. 23 (Central Okanagan) establish and declare, in this school year and in subsequent school years, two weeks as School Bus Safety Weeks, namely the third week in October and the first week in February.
CARRIED

To create awareness for school bus safety, the Committee is prepared to respond in the affirmative to a request from the Operations Department to fund prizes for a poster contest that would be launched during School Bus Safety Week October 18 – 22, 2004. (The winner would be announced in February 2005.)

Main
04P-617

MOVED by Trustee Buckley, SECONDED by Trustee Wiebe,
THAT: The Board approve the Public Relations Committee's allocation of a maximum of \$400 in the 2004/05 school year to be used to provide prizes in a poster contest being organized by the School District No. 23 Operations Department to create awareness of school bus safety.

CARRIED

**Recommendation of the Building and Transportation Committee
2005/06 Five-Year Capital Plan**
(attachment)

The Plan, which must be submitted annually, is based on substantive requirements from the Minister of Education.

Trustee Horning, Chairperson of the Building and Transportation Committee introduced the recommendation. The Building and Transportation Committee has reviewed the proposed 2005/06 Five-Year Capital Plan in detail. The Committee now recommends Board approval of the Plan, as attached.

Main
04P-618

MOVED by Trustee Horning, SECONDED by Trustee Horan,
**THAT: The Board approve the School District No. 23 (Central Okanagan)
2005/06 Five-Year Capital Plan as outlined on the attached summary.**

The Superintendent and Secretary-Treasurer responded to questions.

CARRIED

Opposed: Trustee Scanlan

In response to a question, the Superintendent confirmed that City of Kelowna staff and School District No. 23 management staff meet on a regular basis to discuss issues relative to long-range planning.

By consensus, the Board agreed that an item for the next meeting between the Board and the City Council of Kelowna should be *Planning, Development and Coordination*.

PUBLIC QUESTION AND COMMENT PERIOD

Valerie Broman, PAC President, Black Mountain Elementary

- asked for support in contacting the City of Kelowna regarding major construction in the vicinity of the only cross walk near the school.

The Secretary-Treasurer will follow up on the matter immediately.

EXTENSION OF MEETING

Main
04P-619

MOVED by Trustee Wiebe, SECONDED by Trustee Horning,
**THAT: The Public Board meeting of September 22, 2004 be extended
to 9:30 PM.**
CARRIED

INFORMATION ITEMS

Clarification – District Student Council

(attachment)

The Superintendent responded to a question.

Cost – Movement of Portables

(attachment)

The Superintendent responded to questions.

Separation of Forms from Policy and Regulations

Staff will be removing forms from Policy Manuals. In future, forms will be maintained and posted for staff and the public electronically. A hard-copy set of forms will be available for viewing at the School Board Office.

COMMITTEE REPORTS

A Report was received from:

Building and Transportation Committee.

BOARD CORRESPONDENCE

SENT: Minister of Education – Appointment of Eileen Sadlowski as Secretary-Treasurer
Stockwell Day MP – Request for Assistance re. GST Exemption for School Boards
Graham Leslie & Associates – Building Strength in Communities Conference

RECEIVED:

Brian Demug, Teacher, Dr. Knox Middle – Response: Board's New School Year Message
Al Smith, Teacher-Librarian, Kelowna Sec. Response: Board's New School Year Message
Ministry of Education – Response re. Funding Support for Adolescent Psychiatric Unit at KGH

Main

04P-620

MOVED by Trustee Scanlan, SECONDED by Trustee Wiebe,

THAT: The Board receive, at the September 22, 2004 Public meeting, the correspondence listed above.

CARRIED

FUTURE BOARD AND COMMITTEE MEETINGS

Public Finance Committee Meeting (Finance Policy)
Wednesday, October 6, 2004, at 1 PM, SBO

Regular Public Board Meeting
Wednesday, October 13, 2004 at 6 PM, SBO

Regular Public Board Meeting
Wednesday, October 27, 2004 at 6 PM, SBO

ITEMS REQUIRING SPECIAL MENTION

Trustee Scanlan expressed interest in the National School Board Association Annual Conference in San Diego. She advised that the cost is approximately \$3,000 CDN.

BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION

BC SCHOOL TRUSTEES' ASSOCIATION

Branch Meeting in Osoyoos, September 24 and 25, 2004

Six trustees from this District will attend.

ITEM FOR FUTURE COMMITTEE AGENDA

NOTICES OF MOTION

Trustee Hunt-Binkley

THAT: The issue of "P3" Funding (Public/Private Partnerships) be referred to a joint Finance and Building and Transportation Committee Meeting for discussion and recommendation to the Board.

ITEMS FOR FUTURE BOARD AGENDA

Response to Trustee Query: Vandalism Trend

Response to Chairperson's Request: Sept. 2004 Student Enrolment Data

Education Committee Recommendation: Consultation re. French Immersion Program (Kelowna area)

Field Trip Policy – Board Authority (Trustee Hunt-Binkley was asked to refer this request to Coordinating Comm.)

Year Rule – Where did students go?/ Impact on Central School (Trustee Hunt-Binkley)

Notice of Motion – Trustee Hunt-Binkley: Public/Private Partnerships (P3Funding)

ADJOURNMENT: The Chairperson adjourned the meeting at 9:25 PM

Chairperson

Secretary-Treasurer