



"Together We Learn"

School District No. 23  
(Central Okanagan)

# BOARD OF EDUCATION PUBLIC MEETING MINUTES

*(Second and fourth Wednesday of every month, except July and August and the fourth Wednesday in March and December, at the School Board Office, at 3:30 PM.)*

**DATE:** Wednesday December 11, 2013  
**TIME:** 6:47 PM (Immediately following the Annual General Meeting)  
**LOCATION:** School Board Office  
1940 Underhill St.  
Kelowna, B.C. V1X 5X7

Attending:

**Board of Education:**

Trustee M. Baxter (Chairperson)  
Trustee D. Butler  
Trustee J. Brinkerhoff  
Trustee R. Cacchioni  
Trustee J. Fraser  
Trustee C. Gorman  
Trustee M. Pendharkar

**Staff:**

H. Gloster, Superintendent  
L. Paul, Secretary-Treasurer  
T. Beaudry, Assistant Superintendent  
B. Bertram, Executive Assistant (Recorder)

**Partner Group Representatives Attending:**

|        |                                                                 |
|--------|-----------------------------------------------------------------|
| COPAC  | Shaun Bos, President                                            |
| COPVPA | Jill Voros, Social Liaison                                      |
| COTA   | Susan Bauhart, President, and April Smith, First Vice-President |
| CUPE   | Wendy Johnson, President                                        |
| DSC    | No representative                                               |

**ORDER**

The meeting was called to order at 6:47 p.m.

**AGENDA**

Additions/Amendments/Deletions

|      |             |                                                                                                                  |
|------|-------------|------------------------------------------------------------------------------------------------------------------|
| Add: | Action Item | 6.5 Superintendent's Mid-Year Report on Student Achievement 2013-2014 ( <i>New material for scheduled item</i> ) |
|------|-------------|------------------------------------------------------------------------------------------------------------------|

*Main*

13P-181 MOVED by Trustee Fraser, SECONDED by Trustee Butler,  
**THAT: The Agenda for December 11, 2013 be adopted as amended.**  
**CARRIED**

**MINUTES**

**Public Board Meeting – November 27, 2013**

Amend: Page 1, Attending: Board of Education: Trustee G. R. Cacchioni

*Main*

13P-182 MOVED by Trustee Butler, SECONDED by Trustee Fraser,  
**THAT: The Minutes of the Public Board Meeting of November 27, 2013 be adopted as amended.**  
**CARRIED**  
**ABSTAINED: Trustee Pendharkar**

## RECOGNITION/ PRESENTATION/DELEGATIONS

### **Online Student Registration Program**

The Superintendent provided an overview of the proposed Online Student Registration Program which has been developed by the District's technology department as a web-based system. The program is intended to virtualize the "standing in line" process, provide fairness for equity and access, be quick and easy to use, and provide instant email communication and status updates. All entries will have an immediate date and time stamp, and access to the program would be at a common start time (8:00 am on Monday, February 3, 2014).

In order to ensure that families who may not have access to a computer are able to use the online registration process, school computer labs would be opened at the start of registration, with helpers available to assist parents/caregivers with the registration process. Once the initial process is completed, families are given a deadline, e.g. prior to Spring Break, to complete the longer registration form (which can be done either online or in person at the school). The final step in the application process will be to provide required documentation to the school office, e.g. a copy of the student's birth certificate and proof of BC residency. Enrolment priorities as outlined in Policy 405 and Regulations 405R - Student Placement remain in effect. The exception to this will be the enrolment priorities that were established by the Board for the 2014-2015 school year only, for Rose Valley Elementary and Shannon Lake Elementary Schools. Should the Board approve the implementation of the Online Student Registration Program, a comprehensive communication plan will be in place in order to provide staff and families with the information required for the registration process.

## **PUBLIC QUESTION/COMMENT PERIOD**

The purpose of this public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any items on the agenda. The total time for this period shall normally be 15 minutes. A person wishing to speak is requested by the Chairperson of the Board to state his/her name and provide, if possible, a written copy of the comments.

## **TRUSTEES QUERIES/COMMENTS**

### **Trustee Fraser**

Queried whether the pending lawsuit by the Conseil scolaire francophone de la Colombie-Britannique School District against the Ministry of Education, for lack of appropriate facilities supplied to their district, will have an impact on the Central Okanagan School District.

*The Secretary-Treasurer responded that, if the lawsuit is successful, the funds used to improve the facilities for that school district will limit the Ministry's ability to approve projects for other districts, as there is a single envelope of funding capital at the Ministry level.*

### **Trustee Fraser**

Queried whether, with the core review and possible shared services between districts, the Central Okanagan School District would be able to provide use of shared space to other districts.

*The Secretary-Treasurer advised that the Central Okanagan School District does not have space available to share with other districts.*

### **Trustee Baxter**

Queried whether students from École de L'Anse-au-sable in Kelowna are invited to attend events held within the Central Okanagan School District.

*The Assistant Superintendent responded that there is a reciprocal arrangement in place with students from both the District and the francophone school invited to attend various functions at different sites. As well, École de L'Anse-au-sable is an Associate Member of the School District Athletic Program. The Principal of École de L'Anse-au-sable is exploring the possibility of enrolling some of their students in particular specialty courses offered by the Central Okanagan School District in a "one-off" situation.*

## ACTION ITEMS

### Online Student Registration Program

Main  
13P-183

MOVED by Trustee Brinkerhoff, SECONDED by Trustee Fraser,  
**THAT: The Board of Education approve District-wide implementation of the online student registration program for the 2014 registration period which begins on February 3, 2014.**  
**CARRIED**

### School District No. 23 (Central Okanagan) 2014/2015 Budget Development Timeline

Main  
13P-184

MOVED by Trustee Gorman, SECONDED by Trustee Fraser,  
**THAT: The Board of Education approve the School District No. 23 (Central Okanagan) 2014/2015 Budget Development Timeline, as attached to the agenda and as presented at the December 11, 2013 Public Board Meeting.**  
**CARRIED**

### Policy Review: Policy 205 - Administration of Finances; Policy 206 - Purchasing; Policy 207 - Investments; and Policy 208 - Confidential Disclosure: Reporting and Investigating Allegations of Financial Irregularity

Trustee Gorman, previous Chair of the Finance and Legal Committee, reviewed the policy recommendations as discussed at the Committee level.

Main  
13P-185

MOVED by Trustee Gorman, SECONDED by Trustee Butler,  
**THAT: The Board of Education approve the deletion of Policy 205 - Administration of Finances as recommended by the Finance and Legal Committee.**

**THAT: The Board of Education affirm Policy 206 - Purchasing with no recommended changes as reviewed by the Finance and Legal Committee.**

**THAT: The Board of Education approve amended Policy 207 - Investments as recommended by the Finance and Legal Committee.**

**THAT: The Board of Education approve amended Policy 208 - Confidential Disclosure: Reporting and Investigating Allegations of Financial Irregularity as recommended by the Finance and Legal Committee.**

Amendment  
13P-186

MOVED by Trustee Cacchioni, SECONDED by Trustee Fraser,  
**THAT: Amended Policy 207 - Investments be severed from the motion and addressed separately.**  
**CARRIED**  
**OPPOSED: Trustee Gorman**

### **MAIN MOTION 13P-185 AS AMENDED BY AMENDMENT 13P-186:**

**THAT: The Board of Education approve the deletion of Policy 205 - Administration of Finances as recommended by the Finance and Legal Committee.**

**THAT: The Board of Education affirm Policy 206 - Purchasing with no recommended changes as reviewed by the Finance and Legal Committee.**

**THAT: The Board of Education approve amended Policy 208 - Confidential Disclosure: Reporting and Investigating Allegations of Financial Irregularity as recommended by the Finance and Legal Committee.**  
**CARRIED**

Main

13P-187

MOVED by Trustee Cacchioni, SECONDED by Trustee Pendharkar,  
**THAT: Amended Policy 207 - Investments be referred to a Finance and Legal Committee Meeting where an opportunity would be provided for a presentation from the District's investment advisor.**

**CARRIED**

**OPPOSED: Trustee Gorman**

**Joint Use Agreement - Okanagan Mission Secondary School (Neighbourhoods of Learning Centre)**

Main

13P-188

MOVED by Trustee Pendharkar, SECONDED by Trustee Brinkerhoff,  
**THAT: The Board of Education approve, in principle, the Joint Use Agreement (Okanagan Mission Secondary School) with the City of Kelowna, pending corrections to typographical errors within the Agreement.**

The Board discussed the information contained within the Agreement which was reviewed by the Mayor and Council at the City of Kelowna's Council Meeting on December 9<sup>th</sup>.

Amendment

13P-189

MOVED by Trustee Cacchioni, SECONDED by Trustee Fraser,

**To add:**

**AND THAT: Under 5.0 Operating Committee, Section 5.01 (c) "Other representatives from the School Parent Advisory Council, the local residents and the local residents association may at any time be invited to participate at the Operating Committee's request", be removed from Section 5.01 and be renumbered as a separate Section 5.02.**

**CARRIED**

**MAIN MOTION 13P-188 AS AMENDED BY AMENDMENT 13P-189:**

**THAT: The Board of Education approve, in principle, the Joint Use Agreement (Okanagan Mission Secondary School) with the City of Kelowna, pending corrections to typographical errors within the Agreement;**

**AND THAT: Under 5.0 Operating Committee, Section 5.01 (c) "Other representatives from the School Parent Advisory Council, the local residents and the local residents association may at any time be invited to participate at the Operating Committee's request", be removed from Section 5.01 and be renumbered as a separate Section 5.02.**

**CARRIED**

**OPPOSED: Trustee Baxter**

*7:50 pm - The meeting was recessed.*

*7:50 pm - Trustee Pendharkar left the meeting.*

*7:50 pm - Trustee Gorman left the meeting.*

*7:56 pm - The meeting was reconvened.*

**Superintendent's Mid-Year Report on Student Achievement 2013-2014**

The Superintendent provided an overview of the Superintendent's Report on Student Achievement which is a requirement of the Ministry of Education and is completed using the Ministry's template. The Report must be seen by the Board of Education by December 15<sup>th</sup> and be approved and sent to the Ministry of Education by the end of January 2014.

*8:02 pm - Trustee Gorman returned to the meeting.*

MOVED by Trustee Cacchioni, SECONDED by Trustee Fraser,  
**THAT: The Board of Education approve the Superintendent's Report on Student Achievement 2013-2014, as attached to the agenda and as presented at the December 11, 2013 Public Board Meeting;**

**AND THAT: The Report be sent to the Minister of Education to meet its January 31, 2014 deadline.**

**CARRIED**

## **PUBLIC QUESTION/COMMENT PERIOD**

This public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any matter pertaining to public education.

## **INFORMATION ITEMS**

### **Superintendent's Emergent Issues**

#### **WorkSafeBC Core Audit Program**

- This is a volunteer program for employers in BC to enrol in and go through the audit process to ensure that they are implementing systems that will help to ensure the health and safety of employees, as well as providing injury management and a "return to work" program to support injured employees in coming back to work.
- Approximately 15 schools in the Central Okanagan School District have gone through the process and passed the audit this year.
- This represents approximately \$100,000 in revenue for the District and costs \$20,000 to \$25,000 to go through the process.
- \$5,000 is given to each participating worksite to use towards health and safety improvements.
- Commendations were given to participating school and worksite staff and the Health and Safety team.

#### **The Gateway Program**

- This program is a partnership between Okanagan College and Central School Programs and Services and connects students to sustainable opportunities in the Trades areas.
- Through the BC Job Action Plan, the Okanagan College Gateway Program has received \$11,200 in funding to enhance the program.

*This item will be added as an Information Item on the January 8, 2014 Public Board Meeting Agenda.*

### **Revenue and Expense Summary at October 31, 2013**

The Board reviewed the information provided.

### **District Health Promoting Schools Committee - Yearly Summary of School Planning Council Reports and School Goals Related to Health Promoting Schools 2012-2013**

The Board reviewed the information provided.

### **CUPE Local 3523 Executive - November 2013 to November 2014**

The Board reviewed the information provided.

## **Field Trips 2013/2014**

The Board reviewed the information provided. A level 5 field trip for Glenrosa Middle School students going to Quebec City in February was not included in the report and will be added to the January 8, 2014 Public Board Meeting Field Trip Report.

## **General Statement**

### **BOARD/DISTRICT COMMITTEE REPORTS**

Trustees discussed distribution of District Committee Meeting minutes.

### **BOARD CORRESPONDENCE**

**Sent:** Minister of Education, December 3, 2013, with copies to local area MLAs and all BC Boards of Education, regarding the Select Standing Committee on Finance and Government Services - Report on the Budget 2014 Consultations.

**Received: Correspondence Directed to the Board**

Minister of Education, November 22, 2013, in response to the Board's letter regarding submission of the Cooperative Gains Savings Plan to fund support staff wage increases.

#### **Summary of Copies of Letters received by the Board**

SD No. 05 (Southeast Kootenay), November 18, 2013, to the Minister of Education and all BC Boards of Education, regarding legislation for local government elections.

BCSTA, November 21, 2013, to all BC Boards of Education providing updates on several items, e.g. BCTF Bargaining, a meeting with the Minister of Education and management of the Pacific Carbon Trust.

BCSTA, November 21, 2013, to the Minister of Education and all BC Boards of Education, regarding recommendations of the Select Standing Committee on Finance and Government Services, and changes to the Pacific Carbon Trust.

SD No. 69 (Qualicum), November 22, 2013, to the Minister of Education and all BC Boards of Education, regarding the option for propane bus replacements.

SD No. 47 (Powell River), November 25, 2013, Press Release regarding cuts to BC Ferries.

SD No. 39 (Vancouver), November 25, 2013, to the Premier, the Minister of Education, the Minister of Finance, local area MLAs, and all BC Boards of Education, regarding education funding issues.

Main  
13P-191

MOVED by Trustee Gorman, SECONDED by Trustee Butler,  
**THAT: At the December 11, 2013 Public Board Meeting, the Board receive the correspondence listed above.**  
**CARRIED**

### **ITEMS REQUIRING SPECIAL MENTION**

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

### **BCPSEA Annual General Meeting**

Date: January 24, 2014

Location: Vancouver

## **BC SCHOOL TRUSTEES ASSOCIATION**

### **Thompson/Okanagan Branch Resolution Committee - Top 3 District Areas of Concern**

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

Date: February 21 & 22, 2014

Location: Vancouver

#### **BCSTA Thompson Okanagan Branch Meeting**

Date: March 7 & 8, 2014

Location: Penticton

## **FUTURE MEETINGS**

### **REGULARLY SCHEDULED BOARD MEETINGS**

Regular Public Board Meeting

Wednesday, January 8, 2014, School Board Office

Regular Public Board Meeting

Wednesday, January 22, 2014, School Board Office

### **BOARD STANDING COMMITTEE MEETINGS**

Human Resources and Staff Services

Wednesday, January 15, 2014 at 4:00 pm at the School Board Office

General Affairs

Wednesday, January 15, 2014 at 5:30 pm at the School Board Office

Education and Student Services

Wednesday, January 15, 2014 at 6:30 pm at the School Board Office

### **BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS**

## **NOTICES OF MOTION**

## **ITEMS FOR A FUTURE AGENDA**

- The Gateway Program (*January 8, 2014 Public Board Meeting*)
- Amended Policy 207 - Investments (*sent to the Finance and Legal Committee*)

**ADJOURNMENT: The Chairperson adjourned the meeting at 8:30 pm.**

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Chairperson

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Secretary-Treasurer