



"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 6:00 PM.)

DATE: Wednesday November 12, 2014
TIME: 6:00 PM
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 (*absent*)
B. Bertram, Executive Assistant (Recorder)

Partner Group Representatives Attending:

COPAC	Vivian Evans, Vice President
COPVA	Cathie Mutter, Secretary
COTA	No representative
CUPE	No representative
DSC	No representative

ORDER

The meeting was called to order at 6:04 p.m.

AGENDA

Additions/Amendments/Deletions

Main

14P-188

MOVED by Trustee Pendharkar, SECONDED by Trustee Brinkerhoff,
THAT: The Agenda for the November 12, 2014 Public Board Meeting be adopted as presented.
CARRIED

MINUTES

Public Board Meeting – October 22, 2014

Main

14P-189

MOVED by Trustee Fraser, SECONDED by Trustee Gorman,
THAT: The Minutes of the Public Board Meeting of October 22, 2014 be adopted as distributed.
CARRIED

RECOGNITION/ PRESENTATION/DELEGATIONS

Recognition: Sophia Russo, Gr. 11, Kelowna Secondary School – Top Junior Debater from the Okanagan Region – Victoria Provincials and one of BC’s Delegates to the National Debate Seminar in New Brunswick

The Board of Education congratulated Sophia Russo for achieving the position of Top Junior Debater from the Okanagan Region at the Victoria Provincials and for her accomplishments at the National Debate Seminar in New Brunswick.

Recognition: Megan Butchart, Angel Yu, Samuel Cho, Katie Webb, and Megan Soderlund, Gr. 12 Students, Kelowna Secondary School – \$1,000 Winners in the History Now, Government of Canada History Awards

(Megan Soderlund was unable to attend)

The Board of Education congratulated the above students for their achievements in winning the History Now, Government of Canada History Awards.

Declaration: National Bullying Awareness Week – November 16 – 22, 2014

The Board Chairperson made the following declaration:

The Central Okanagan Board of Education declares the week of November 16 – 22, 2014 as “Bullying Awareness Week” in School District No. 23.

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.

Shelley Courtney, Glenmore Elementary Parent, requested clarification on amendments to Policy 701 – Preschool Partnerships and Other Early Childhood Opportunities, where the word “parents” has been removed from committee membership.

Trustee Cacchioni, Board Representative to the Early Learning Partnership Committee, responded that the Committee is an operational committee and is comprised of professionals who work together to provide information and support for the pre-kindergarten process.

The Superintendent advised that the Committee coordinates activities, i.e. professional development for preschool operators and staff, and provides opportunities for various early learning organizations to support one other.

NOTE: This topic will be further addressed when the Board reviews Agenda Item 6.4 – Policy Review.

TRUSTEES QUERIES/COMMENTS

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

Trustee Gorman

Advised that The Sons of Italy Galileo Lodge Gala Event on November 7, 2014 was a fundraising event with partial proceeds to be donated to the Central Okanagan School District Breakfast Program.

This item will be sent to the Coordinating Committee for follow up.

Trustee Brinkerhoff

Noted that CATCH (Community Action Toward Children's Health) is hosting a community forum on Thursday, November 20th (11:30 am – 2:00 pm) in celebration of National Child Day. All Trustees have been invited to attend.

Requested that school staff be acknowledged for the respectful and thoughtful Remembrance Day ceremonies/programs held in schools on November 10th.

The Superintendent will convey the Board's appreciation to school staff regarding the Remembrance Day ceremonies/activities.

Trustee Baxter

Made the following declaration:

The Central Okanagan Board of Education declares Thursday, November 20, 2014 as National Child Day in School District No. 23.

ACTION ITEMS

Appointment of Auditors

Main
14P-190

MOVED by Trustee Gorman, SECONDED by Trustee Pendharkar,
THAT: The Board of Education appoint Grant Thornton as the Auditors for the Central Okanagan School District for a period of five years, with an option [for the Board] to renew a further five years beginning with the audit of the 2014-2015 fiscal year.
CARRIED

Trustee Indemnity for the 2014/2015 Fiscal Year

Trustee Gorman, Acting Chair of the Finance and Legal Committee at the October 15th Committee Meeting, provided information on the recommendation as discussed at the Committee level.

Main
14P-191

MOVED by Trustee Gorman, SECONDED by Trustee Pendharkar,
THAT: The Board of Education set the Trustee Indemnity using the weighted average increase of all employee groups for the period effective July 1, 2014 to June 30, 2015, with the understanding that calculations be made after the exempt employee group have reached a settlement.

The Secretary-Treasurer confirmed that the additional stipends for the Board Chair and Vice-Chair positions reflect any increases to the Trustee Indemnity.

Amendment
14P-192

MOVED by Trustee Butler, SECONDED by Trustee Pendharkar,
Remove all wording after "Indemnity" and add "at the current rate for the period effective July 1, 2014 to June 30, 2015".

AMENDMENT 14P-192

CARRIED

OPPOSED: Trustee Cacchioni, Trustee Gorman

MAIN 14P-191 AS AMENDED BY AMENDMENT 14P-192

THAT: The Board of Education set the Trustee Indemnity at the current rate for the period effective July 1, 2014 to June 30, 2015.

CARRIED

OPPOSED: Trustee Cacchioni, Trustee Gorman

Main
14P-193

MOVED by Trustee Butler, SECONDED by Trustee Fraser,
THAT: During the 2015 budget deliberation, the Board of Education investigate processes and formulas which could be used to calculate the Trustee Indemnity.

Amendment
14P-194

MOVED by Trustee Butler, SECONDED by Trustee Brinkerhoff,
Add the words “through the Finance and Legal Committee” after “Board of Education”.

AMENDMENT 14P-194
CARRIED
OPPOSED: Trustee Gorman

Discussion occurred regarding the processes and formulas that could be used when calculating the Trustee Indemnity, i.e. the cost of living increase.

MAIN 14P-193 AS AMENDED BY AMENDMENT 14P-194
THAT: During the 2015 budget deliberation, the Board of Education, through the Finance and Legal Committee, investigate processes and formulas which could be used to calculate the Trustee Indemnity.
CARRIED
OPPOSED: Trustee Gorman

Policy Review: Policy 175 – Superintendent of Schools Evaluation Committee; Policy 210 – Superintendent of Schools Role Description; Policy 215 and Form F215 – Comprehensive Performance Evaluation of the Superintendent of Schools; and New Policy 176 – Secretary-Treasurer and Assistant Superintendent of Schools Employment Matters

Trustee Pendharkar, Chair of the Superintendent of Schools Evaluation Committee, provided a review of the amendments to policies as discussed at the Committee level.

Main
14P-195

MOVED by Trustee Pendharkar, SECONDED by Trustee Butler,
THAT: The Board of Education approve amended Policy 175 – Superintendent of Schools Evaluation Committee, as attached to the agenda;

AND THAT: The current Board Standing Committee entitled “Superintendent of Schools Evaluation Committee” be renamed to “Executive Staff Management Committee”;

AND FURTHER THAT: The Board of Education approve amended Policy 210 – Superintendent of Schools Role Description, as attached to the agenda;

AND FURTHER THAT: The Board of Education approve amended Policy 215 and Form F215 – Comprehensive Performance Evaluation of the Superintendent of Schools, as attached to the agenda;

AND FURTHER THAT: The Board of Education approve new Policy 176 – Secretary-Treasurer and Assistant Superintendent of Schools Employment Matters, as attached to the agenda.

Discussion occurred regarding the composition and mandate of the Superintendent of Schools Evaluation Committee (proposed new name “Executive Staff Management Committee”) and the Human Resources and Staff Services Committee involvement in the process. Trustees reviewed the schedule for the comprehensive evaluation of the Superintendent which would take place in addition to annual performance reviews.

Tabling
14P-196

MOVED by Trustee Butler, SECONDED by Trustee Pendharkar,
THAT: Motion 14P-195 to approve amendments to Policies 175, 210, 215 and Form F215, and new Policy 176, be tabled to the November 26, 2014 Public Board Meeting.

Trustees discussed referring Policies 175, 210, 215, 176 and Form F215 to the Superintendent of Schools Evaluation Committee for further review prior to the November 26, 2014 Public Board Meeting. Included in the review would be discussion regarding adding the Human Resources and Staff Services Committee Chairperson as a member of the Superintendent of Schools Evaluation Committee. Also included in the discussion would be a review of the schedule of the comprehensive evaluation of the Superintendent, and whether the annual evaluation of the Superintendent's performance should be extended beyond Trustees, the Assistant Superintendent and the Secretary-Treasurer, to include Admin Council members as well.

**TABLING 14P-196
CARRIED**

Policy Review

Main
14P-197

MOVED by Trustee Butler, SECONDED by Trustee Fraser,
THAT: The Board of Education approve the amendments to the following Policies and Regulations as attached to the Agenda and as presented at the November 12, 2014 Public Board Meeting:

Policy 420 – Admission of International Education Students

Policy 490 – Admission of Students Involved in Exchange or Other Reciprocal Programs

Policy 640 – District Tobacco Free Environment

Discussion occurred regarding the provision in Policy 490 – Admission of Students Involved in Exchange or Other Reciprocal Programs, for students who are members of the Kelowna Rockets Hockey Team or the Westside Warriors Hockey Team to attend school on a yearly, non-fee paying basis. These two hockey clubs have requested and received an exemption from paying fees in return for the students performing community service at their schools. Other hockey teams, i.e. the Kelowna Chiefs may approach the Board requesting a similar exemption.

Policy 701 – Preschool Partnerships and Other Early Childhood Opportunities (initially included in the recommendation) will be referred to the Director of Instruction K-12, whose portfolio includes Early Learning, for clarification. This item will be added to the Coordinating Committee Agenda for placement on a future Public Board Meeting Agenda.

**MAIN 14P-197
CARRIED**

Main
14P-198

MOVED by Trustee Butler, SECONDED by Trustee Fraser,
THAT: The Board of Education approve the deletion of Form F405 – Application for Student Transfer as attached to the Agenda and as presented at the November 12, 2014 Public Board Meeting.
CARRIED

MOVED by Trustee Butler, SECONDED by Trustee Fraser,
THAT: The Board of Education affirm the following Policies and Regulations as attached to the Agenda and as presented at the November 12, 2014 Public Board Meeting:

- Policy 120 – Trustee Roles and Responsibilities**
- Policy 130 – Trustee Absence/Disqualification**
- Policy 167 – Board Participation in Collective Bargaining Process**
- Policy 186 – Board/Public Relations**
- Policy 220 – Principals and Vice-Principals: Selection, Appointment and Transfer**
- Regulation 220R – Principals and Vice-Principals: Selection, Appointment and Transfer (Regulations)**
- Policy 221 – District Principal: Selection and Appointment**
- Policy 230 – Principal and Vice-Principal Evaluation of Performance**
- Regulation 230R – Principal and Vice-Principal Evaluation of Performance (Regulations)**
- Policy 235 – District-Level Administrative Staff: Compensation**
- Policy 240 – District-Level Administrative Staff: Evaluation of Performance**
- Regulation 240R – District-Level Administrative Staff: Evaluation of Performance (Regulations)**
- Policy 241 – District-Level Senior Administrative Staff: Secretary-Treasurer, Assistant Superintendent and Directors: Evaluation of Performance**
- Regulation 241R – District-Level Senior Administrative Staff: Secretary-Treasurer, Assistant Superintendent and Directors: Evaluation of Performance (Regulations)**
- Policy 350 – Human Rights**
- Regulation 350R – Human Rights (Regulations)**
- Policy 440 – Injury/First Aid Procedures**
- Regulation 440R – Injury/First Aid Procedures (Regulations)**
- Policy 453 – Child Protection**
- Regulation 453R – Child Protection (Regulations)**
- Regulation 490R – Admission of Students Involved in Exchange or Other Reciprocal Programs (Regulations)**

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.

Vivian Evans, COPAC Vice President, requested information on the continuation of breakfast programs provided to vulnerable students when they transition from elementary to a middle school that may not offer a breakfast program.

The Superintendent responded that, when students transition from one level to the next, teams from the school sending the students will meet with a team from the receiving school, to provide information on the students moving forward and to ensure that a plan is in place to support vulnerable students. If schools do not have a formal breakfast program, it is a common practice for office staff to maintain a stock of non-perishable foodstuffs for students who may need them.

Shelley Courtney, Glenmore Elementary Parent, requested information on the number of breakfast programs in the Central Okanagan School District.

The Superintendent responded that approximately 30 schools have formal programs. Other schools offer a variety of structures, i.e. cafeteria programs and school stores. Several outside organizations provide support for school breakfast programs and CommunityLINK funds are used to fund the Brown Bag Lunch Program.

INFORMATION ITEMS

Superintendent's Emergent Issues

Grade Reconfiguration – Rutland Area Schools

- Public Consultation Meetings are scheduled for the Rutland community during the week of November 17th. Meetings are scheduled for Monday, November 17th at Springvalley Middle School (for all of its feeder schools), Tuesday, November 18th at Rutland Middle School (for all of its feeder schools), and Thursday, November 20th at Rutland Senior Secondary School (for the school community). All meetings are scheduled to begin at 6:30 pm.
- The Board's Long-Term Facility Plan (approved in December 2012) acknowledges the move to consistent grade configuration in all schools, with elementary schools being K - Gr. 5, middle schools being Gr. 6 – Gr. 8, and secondary schools being Gr. 10 – Gr. 12.
- The Consultation Meetings will be followed by an online survey. All community feedback will be gathered and reviewed, with a plan brought to the Board for a recommended timeline for the grade reconfigurations.

Strike Savings Reported

The Secretary-Treasurer reviewed the information provided in the strike savings report.

Board Policy and Regulation 631 – School Closures/Consolidation

The Board reviewed the information provided. Growth in the District is not uniform with some areas showing declining enrolment and others showing an increase. Should some areas continue to decline, there may be a recommended school closure over the next four year term, i.e. possibly a Rutland elementary school. Growth in all areas will continue to be monitored.

Month End Enrolment – October 2014

The Board reviewed the information provided.

Field Trips 2014/2015

The Board reviewed the information provided.

General Statement

BOARD/DISTRICT COMMITTEE REPORTS

BOARD CORRESPONDENCE

Sent: Local area MLAs, November 4, 2014, extending an invitation to meet with the Board of Education.

Received: **Correspondence Directed to the Board**

Ombudsperson's Report of Files Closed from July 1 to September 30, 2014 for School District No. 23 (Central Okanagan).

Summary of Copies of Letters received by the Board

Teacher Pay for September 19, 2014:

- SD No. 83 (North Okanagan – Shuswap), October 20, 2014
- SD No. 43 (Coquitlam), October 22, 2014
- SD No. 19 (Revelstoke), October 30, 2014

Assistant Deputy Minister of Education, October 10, 2014, to BCSTA, FISA, IPSEA, BCCIE, and all BC Boards of Education, regarding the formation of a Provincial K-12 Homestay Guidelines Working Group for International Education homestay providers.

SD No. 42 (Maple Ridge & Pitt Meadows), October 17, 2014, to the Select Standing Committee on Finance and Government Services, the Minister of Education, local area MLAs and Partner Groups, and all BC Boards of Education, regarding provincial budget 2015 consultation.

SD No. 83 (North Okanagan – Shuswap), October 20, 2014, to the Minister of Education, the Minister of Finance, and all BC Boards of Education, regarding the compensation freeze for management and executive staff.

SD No. 5 (Southeast Kootenay), October 27, 2014 to the Minister of Finance, the Premier, the Select Standing Committee on Finance & Government Services, the BCTF, local area MLAs and Partner Groups, and all BC Boards of Education, requesting a progress update on the Select Standing Committee's recommendations 24 – 40 outlined in their Report on the Budget 2014 Consultations.

SD No. 73 (Kamloops/Thompson), October 29, 2014, to the Minister of Education, the Minister of Finance, local area MLAs, and all BC Boards of Education, regarding the excluded and exempt staff compensation freeze.

SD No. 41 (Burnaby), October 30, 2014, to Trustee A. Chell, Trustee S. White, local area MLAs, and all BC Boards of Education, thanking Trustee Chell and Trustee White for their participation in BCTF bargaining.

Main
14P-200

MOVED by Trustee Gorman, SECONDED by Trustee Butler,

THAT: At the November 12, 2014 Public Board Meeting, the Board receive the correspondence listed above.

CARRIED

ITEMS REQUIRING SPECIAL MENTION

BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION

BCPSEA Symposium – October 23 & 24, 2014 – Report

No report has been received.

BCPSEA 21st AGM

Date: Friday, January 30, 2015

Location: Vancouver

BC SCHOOL TRUSTEES ASSOCIATION

BCSTA Provincial Council Meeting, October 23 – 25, 2014 - Report

No report has been received.

BCSTA 2014 Trustee Academy

Date: December 4 – 6, 2014

Location: Vancouver

FUTURE MEETINGS

REGULARLY SCHEDULED BOARD MEETINGS

Regular Public Board Meeting

Wednesday, November 26, 2014, at 6:00 pm, School Board Office

Inaugural Public Board Meeting

Wednesday, December 3, 2014, at 6:00 pm, School Board Office

Regular Public Board Meeting

Wednesday, December 10, 2014, at 6:00 pm, School Board Office

BOARD STANDING COMMITTEE MEETINGS

Finance and Legal Committee

Wednesday, November 19, 2014 at 1:00 pm at the School Board Office

Planning and Facilities Committee

Wednesday, November 19, 2014 at 4:30 pm at the School Board Office

BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS

NOTICES OF MOTION

ITEMS FOR A FUTURE AGENDA

- The Sons of Italy Galileo Lodge Gala Fundraising Event on November 7, 2014 (*referred to the Coordinating Committee*)
- Policy 175 – Superintendent of Schools Evaluation Committee (*referred to the Superintendent of Schools Evaluation Committee and the November 26, 2014 Public Board Meeting*)
- Policy 210 – Superintendent of Schools Role Description (*referred to the Superintendent of Schools Evaluation Committee and the November 26, 2014 Public Board Meeting*)
- Policy 215 and Form F215 – Comprehensive Performance Evaluation of the Superintendent of Schools (*referred to the Superintendent of Schools Evaluation Committee and the November 26, 2014 Public Board Meeting*)
- New Policy 176 – Secretary-Treasurer and Assistant Superintendent of Schools Employment Matters (*referred to the Superintendent of Schools Evaluation Committee and the November 26, 2014 Public Board Meeting*)
- Policy 701 – Preschool Partnerships and Other Early Childhood Opportunities (*referred to the Coordinating Committee*)

ADJOURNMENT: The Chairperson adjourned the meeting at 7:46 pm.

Chairperson

Secretary-Treasurer