



"Together We Learn"

School District No. 23
(Central Okanagan)

BOARD OF EDUCATION PUBLIC MEETING MINUTES

(Second and Fourth Wednesday of every month, except March, July, August and the fourth Wednesday in December, at the School Board Office.)

DATE: Wednesday February 13, 2013
TIME: 6:00 PM
LOCATION: School Board Office
1940 Underhill St.
Kelowna, B.C. V1X 5X7

Attending:

Board of Education:

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

Staff:

H. Gloster, Superintendent
L. Paul, Secretary-Treasurer
T. Beaudry, Assistant Superintendent
R. Dumontet, Director of Instruction, Human Resources
B. Bertram, Executive Assistant (Recorder)

Partner Group Representatives Attending:

COPAC	Shaun Bos, President
COPVA	Leanne Zorn, Pro D Finance Executive Member
COTA	Alice Rees, President, Susan Bauhart, First Vice-President and April Smith, Second Vice-President
CUPE	No representative
DSC	George Walker, Grade 11 – George Elliot Secondary School

ORDER

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

AGENDA

Add:	Action Item	6.1	2013 – 2014 School Calendar (Amended material for scheduled item)
Add	Action Item	6.2	Clarification of Board Policy 405 and Regulations 405R "Student Placement" (New material for scheduled item)

Main

13P-013 MOVED by Trustee Pendharkar, SECONDED by Trustee Fraser,
THAT: The Agenda for February 13, 2013 be adopted as amended.
CARRIED

MINUTES

Public Board Meeting – January 30, 2013

Main

13P-014 MOVED by Trustee Butler, SECONDED by Trustee Brinkerhoff,
THAT: The Minutes of the Public Board Meeting of January 30, 2013 be adopted as distributed.
CARRIED

RECOGNITION/ PRESENTATION/DELEGATIONS

School District No. 23 (Central Okanagan) 2012 Safety Review

Ken Emmons, District Health & Safety Manager, reviewed the information contained within the 2012 Safety Review. The Health and Safety Department has realized a net income of over \$140,000 for the District last year, over and above operating costs for the department, for monitoring claims for 42% of the school districts within British Columbia. The Central Okanagan School District completed the Maintenance Audit for the Certificate of Recognition (COR) from WorkSafeBC, achieving 97% in the health and safety portion and 94% in the disability management portion.

Trustees discussed the information provided.

Main

13P-015

MOVED by Trustee Fraser, SECONDED by Trustee Brinkerhoff,

THAT: The Board of Education receive the School District No. 23 (Central Okanagan) 2012 Safety Review.

CARRIED

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

Requested information on the possibility of the District providing a summer school program for students.

The Superintendent provided a brief review of the various summer school delivery models that have been provided by the Central Okanagan School District in the past. Currently, students are able to take online courses in the summer using “eSchoolBC”, an online program offered through Central School Programs and Services.

Trustee Pendharkar

Requested information on the academic achievement awards that are presented by the various secondary schools.

The Superintendent advised that each secondary school recognizes their top academic achievers through various ways. The recognition may take place at the school’s graduation ceremony or at a special awards evening.

ACTION ITEMS

2013 – 2014 School Calendar

The Director of Instruction, Human Resources, provided a brief review of the development of the proposed 2013 – 2014 school calendar. An amendment has been made to the original material changing the “schools close for spring vacation” date from March 7 to March 14. Partner group input has been requested and considered in the development of the local school calendar. Feedback from parents, the COTA and the Central Okanagan Principals’ and Vice-Principals’ Association is in support of the calendar; however, CUPE is not in support of the two-week spring break due to lost wages, staff daycare issues and financial hardship for single parent families.

As a result of the introduction of Bill 36 on November 8, 2012 by the government of British Columbia, the standard school calendar has been eliminated, which will provide more flexibility in offering creative scheduling options. However, school calendars must be made public by February 28, 2013 and submitted to the Minister of Education by March 31, 2013. This abbreviated timeline has not provided sufficient time to explore alternate school calendar opportunities for the 2013/2014 school year. The calendar development process for the 2014/2015 school year will begin in September 2013, in order to provide sufficient time to explore school calendar options.

2013-2014 Draft School Calendar
Proposal for Consideration

DESIGNATION	Proposed SD No. 23 Local Calendar 2013/2014
Days in session	191 (3 summer Pro Days Aug. 27 – Aug. 29)
Number of days of instruction	184
Number of non-instructional days	7
Schools open	September 3
Administrative Implementation Day	October 11
Thanksgiving Day (schools closed)	October 14
Teacher Professional Day	October 25
Remembrance Day (schools closed)	November 11
Schools close for Winter vacation	Friday, December 20
Winter vacation period (schools closed)	December 23 - January 3
Schools reopen after Winter vacation	Monday, January 6
Family Day	February 10
Teacher Professional Day (Support Staff In-Service Day)	February 21
Schools close for Spring vacation	Friday, March 14
Spring vacation period (schools closed)	March 17 - March 28
Schools reopen after Spring vacation	Monday, March 31
Good Friday (schools closed)	April 18
Easter Monday (schools closed)	April 21
Victoria Day (schools closed)	May 19
Administrative Day (students do not attend)	Friday, June 27
Schools close	Friday, June 27

The Proposed Draft Calendar for 2013-2014 complies with Bill 36 - School Amendment Act (School Calendar Regulation).

The minimum hours of instruction for:

- Kindergarten 853 hours (based on 4.8 hours per day x 184 = 883)
- Grades 1-7 878 hours (based on 4.8 hours per day x 184 = 883)
- Grades 8-12 952 hours (based on 5.21 hours per day x 184 = 958)

Provides the:

- Number and dates of the days in session
- The number and dates of each day of instruction
- Vacation Periods and the Statutory Holidays
- The dates of each Non-Instructional Day
- The number of hours of instruction offered students in each grade group

Main
13P-016

MOVED by Trustee Pendharkar, SECONDED by Trustee Fraser,
THAT: The Board of Education adopt the Local School Calendar for the 2013-2014 school year as identified in the attached calendar proposal and to make the calendar available to all parents by February 28, 2013, and the Ministry of Education by March 31, 2013;

AND FURTHER THAT: Upon accepting a Local School Calendar for the 2013-2014 school year, the Board of Education continue to offer CUPE employees meaningful work during spring break as it was offered in the past, and, in addition, offer CEAs the opportunity to attend professional development for compensation;

AND FURTHER THAT:

- 1. The Superintendent direct school Principals, in consultation with staff and parents, to establish a site-based calendar for the 2013-2014 school year.**
- 2. In establishing such calendars, Principals must:**
 - a. Conform to the School Act and Regulations, applicable Collective Agreements, and School District No. 23 (Central Okanagan) Board Policy.**
 - b. Schedule school parent/teacher conference times.**
 - c. Schedule their school's calendar and bell schedule.**

Trustees discussed the proposed calendar and the cost savings realized by the addition of the second week of spring break, as well as the need for Board input in the 2014/2015 calendar development meetings. This item will be forwarded to the Coordinating Committee for addition to a future board meeting agenda.

**The question was called on Main Motion 13P-016.
CARRIED**

6:55 pm – The Director of Instruction, Human Resources left the meeting.

Clarification of Board Policy 405 and Regulations 405R “Student Placement”

A brief background on the development of the policy and regulations was provided. Over-capacity in-catchment enrolment at Chute Lake Elementary School has demonstrated the need to clarify Policy and Regulations 405R “Student Placement”, in order to ensure that they reflect that registration priorities listed are not intended to change the grade configuration of a school.

Main
13P-017

MOVED by Trustee Pendharkar, SECONDED by Trustee Cacchioni,
THAT: The Principal of Chute Lake Elementary School be directed to organize the school with a minimum complement of two Kindergarten classes (44 students) for the 2013/2014 school year;

AND THAT: Displaced catchment area students be recalled according to the existing priorities in Regulations 405R “Student Placement”, with students who are a sibling of a catchment area student being recalled first;

AND FURTHER THAT: Other in-catchment students on the waitlist be recalled according to the date of their registration at Chute Lake Elementary School.

Trustees discussed the recommendation and the options available to accommodate future student enrolment growth in the Mission area. The policy and regulations will be sent to the Coordinating Committee for amending at a committee level, with amendments being forwarded to the Board for approval.

**The question was called on Main Motion 13P-017.
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.

The President of the Central Okanagan Teachers' Association (COTA) reiterated the invitation for Trustees to join in the COTA Professional Development Sessions being held at George Elliot Secondary School on Friday, February 15th, and thanked the Board of Education for the approval of the 2013-2014 School Calendar, which has a positive impact on teacher professional development and the relationship between teachers and the Board of Education and administrative staff.

INFORMATION ITEMS

Superintendent's Emergent Issues

February 15th Professional Development Sessions

- The Central Okanagan Teachers' Association will be hosting professional development sessions at George Elliot Secondary School.
- Senior administrators will be taking part in leadership development and project-based learning and assessment sessions.
- CUPE support staff will be participating in a Wellness Fair being held at the Rotary Centre for the Arts.

Central Okanagan School District Science Fair

- Teacher leaders and school administrators were recognized and thanked for their organization and participation in the District's Science Fair, which had 27 schools participating, with entries from students in K-12. Winners of the District Science Fair will move to the Regional Science Fair being held on April 12th at UBC-O. The top award winner of the District Science Fair will receive the Marlon Brown Memorial Award, in honour of deceased teacher, Marlon Brown.

Lake Country Area Focus Group to Discuss Future Enrolment

The first meeting for invited school representatives is scheduled for Thursday, February 28, 6:30 pm at George Elliot Secondary School. (Please note that this is a meeting of a focus group and is not an open public forum.)

District Student Council 2012-2013

The Board of Education will be meeting with District Student Council members in the near future.

Field Trips 2012/2013

The Board reviewed the information provided.

General Statement

BOARD/DISTRICT COMMITTEE REPORTS

BOARD CORRESPONDENCE

Sent: School District No. 23 (Central Okanagan) District Student Council, February 1, 2013, in response to their letter of December 12, 2012.

Letter to the Editor, Kelowna Daily Courier, February 7, 2013, regarding new student registration and catchment boundaries.

Received: Correspondence Directed to the Board

Central Okanagan Teachers' Association, January 29, 2013, expressing the COTA's strong support for the proposed 2013-2014 School Calendar.

Citizenship and Immigration Canada, February 5, 2013, regarding nominations for a one-time Award for Excellence in Holocaust Education.

Summary of Copies of Letters received by the Board

2012/2013 FUNDING RECALCULATION:

SD No. 52 (Prince Rupert), January 23, 2013.

SD No. 42 (Maple Ridge & Pitt Meadows), January 25, 2013.

SD No. 39 (Vancouver), February 4, 2013.

SD No. 46 (Sunshine Coast), February 1, 2013, to the Minister of Education, Minister of Finance, BCPSEA, PSEC, and all BC Boards of Education, regarding a follow-up to the Cooperative Gains Mandate.

Main

13P-018

MOVED by Trustee Cacchioni, SECONDED by Trustee Gorman,

THAT: At the February 13, 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

BCPSEA Special Representative Council Meeting

Date: February 16, 2013

Location: Vancouver

BC SCHOOL TRUSTEES ASSOCIATION

BCSTA Provincial Council Meeting

Date: February 22 & 23, 2013

Location: Vancouver

Provincial Councillor Motions Package:

Agenda Item 9.1 – 2013/2014 BCSTA Draft Budget

(Submitted by: Chair, BCSTA Finance Committee)

THAT: Provincial Council receive the 2013/2014 BCSTA Draft Budget and provide additional input to the Finance Committee prior to adoption of the final budget immediately following AGM 2013.

Trustees discussed the motion. The Board agreed to support the 2013/2014 BCSTA draft budget.

Agenda Item 10.1 – Cooperative Gains Mandate

(Submitted by: North Okanagan-Shuswap Board of Education)

THAT: The BCSTA explore with the Minister of Education a change to the terms of the Cooperative Gains Mandate to recognize that it could not be achieved without either transferring costs to the public or reducing service levels to the public.

Trustees discussed the motion. The Board agreed that Trustee Fraser, the BCSTA Provincial Council Representative, will vote on the motion after hearing the information provided at the BCSTA Provincial Council Meeting.

Agenda Item 10.2 – Local School Calendar Ministry Reporting Deadlines

(Submitted by: Metropolitan Branch)

The BCSTA urgently requests that the Provincial Government's new requirement for Boards to submit their local school calendars by March 31 be rescinded and that the former May 31 date for deciding on the next year's school calendar be reinstated.

The Board agreed to support the motion.

Agenda Item 10.3 – BCSTA Membership Fees

(Submitted by: Quesnel Board of Education)

THAT: The Finance Committee be requested to propose a budget for 2013/2014 that provides for a reduction of BCSTA member fees.

The Board did not support the motion.

Agenda Item 10.4 – Transportation Financing Formula

(Submitted by: Conseil Scolaire Francophone)

THAT: BCSTA approach the government and ask that the transportation financing formula be revisited to better reflect the reality of each school district.

The Board agreed to support the motion.

Agenda Item 10.5 – BCSTA Expense Reimbursement Criteria

(Submitted by: BCSTA Board of Directors)

THAT: Provincial Council adopts the following Provincial Council policy regarding BCSTA travel expense claims:

1. The following policy applies to trustees, including members of BCSTA's Board of Directors, and staff and applies to reimbursement of expenses personally incurred while travelling on BCSTA business.
2. Annual Review of Rates:
In conjunction with the annual preparation of the Association budget, the Finance Committee will review the travel expense reimbursement criteria and recommend rates applicable for the budget year under consideration and any changes to this policy, in conjunction with the proposed budget. The rates may be adopted or revised by Provincial Council and become effective for the applicable budget year.
3. Expenses will be reimbursed subject to reasonable operational and administrative requirements, as follows:
 - a) Transportation: Air travel is limited to economy class.
 - b) Kilometrage for use of private automobile is set in accordance with association policy and is subject to a maximum of cost of economy airfare between points travelled, when air travel is available and practical.
 - c) Accommodation: Actual cost of the hotel or motel, less personal items; or, if staying with friends, the nightly rate established in conjunction with the annual budget.
 - d) Meals: can be reimbursed without receipts in accordance with a per diem rate established in conjunction with the annual budget, for a full day while on BCSTA business. Where meals are provided by the association or otherwise (e.g., included in conference registration), or would normally be scheduled before or after return to home or office, deductions are at the rates established in conjunction with the annual budget. Where charges for taxes or service result in the daily amount expended exceeding the per diem, the additional amount may be reimbursed on submission of receipts.
 - e) Child care costs can be reimbursed on submission of receipts to a maximum established in accordance with the annual budget. This applies to staff required to work outside of normal working hours and to trustees serving on BCSTA governance bodies.
 - f) Other expenditures made necessary to being away from home base and necessary for performing of duties for BCSTA, such as internet or long distance charges.
4. As a transitional measure, the rates currently in effect will continue to apply for 2013-2014.

The Board agreed to support the motion.

BCSTA Okanagan Branch Chapter Meeting

Date: March 1 & 2, 2013

Location: West Kelowna

BCSTA AGM

Date: April 25 – 28, 2013

Location: Kelowna

Extraordinary Motions (to change BCSTA Bylaws) due February 14, 2013

Substantive Motions due February 22, 2013

FUTURE MEETINGS

REGULARLY SCHEDULED BOARD MEETINGS

Regular Public Board Meeting
Wednesday, February 27, 2013, at 6:00 pm, School Board Office

Regular Public Board Meeting
Wednesday, March 27, 2013, at 6:00 pm, School Board Office

BOARD STANDING COMMITTEE MEETINGS

Finance and Legal Committee
Wednesday, February 20, 2013 at 1:00 pm at the School Board Office

Planning and Facilities Committee
Wednesday, February 20, 2013 at 4:30 pm at the School Board Office

BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS

Board of Education Meeting with City of Kelowna Mayor and Council
DATE: Tuesday, March 26, 2013

Board of Education Meeting with Okanagan College Board of Governors
DATE: Tuesday, April 9, 2013

NOTICES OF MOTION

NOTICE OF MOTION TO RESCIND:

Public Board Meeting Motion 12P-173 (November 28, 2012), “*THAT: Parents of grade 6 students in the Okanagan Mission area, prior to January 2014, be provided the option of registering their child(ren) in Okanagan Mission Secondary School for grade 7 starting in September 2014, or having them remain in their existing elementary school*”.

This motion will be added to the February 27, 2013 Public Board Meeting Agenda.

ITEMS FOR A FUTURE AGENDA

- 2014 – 2015 School Calendar (*Coordinating Committee*)
- Clarification of Board Policy 405 and Regulations 405R “Student Placement” (*Coordinating Committee*)
- Rescinding of Public Board Meeting Motion 12P-173 (November 28, 2012), “*THAT: Parents of grade 6 students in the Okanagan Mission area, prior to January 2014, be provided the option of registering their child(ren) in Okanagan Mission Secondary School for grade 7 starting in September 2014, or having them remain in their existing elementary school*”. (*February 27, 2013 Public Board Meeting*)

ADJOURNMENT: The Chairperson adjourned the meeting at 7:43 pm.

Chairperson

Secretary-Treasurer