



**Chilliwack
School District**

**THE BOARD OF EDUCATION
School District #33 (Chilliwack)
Regular Public Board Meeting**

AGENDA

February 23, 2016

7:00 pm

1. CALL TO ORDER – School District Office

- 1.1. Call to Order
- 1.2. Adoption of the Agenda
(THAT the agenda be adopted as circulated.)
- 1.3. **Acknowledgement of the traditional territory of the Stó:lō people.**
- 1.4. Approval of the Minutes
(THAT the minutes of the January 19, 2016, meeting be approved as circulated.)

2. PRESENTATIONS

- 2.1. Yarrow Community School

3. PUBLIC PARTICIPATION

(Items from the floor are limited to 5 minutes per speaker to a maximum of 30 minutes.)

4. ACTION ITEMS

- 4.1. Report of the Education Policy Advisory Committee
 - 4.1.1. Policy 510 – Financial Awards
 - 4.1.2. Policy 532 – Extra Curricular Sports
 - 4.1.3. Policy 603 – Board/Authority Authorized Courses
 - 4.1.4. Policy 605 – Technology Use
 - 4.1.5. Policy 607 – Placement of Special Needs Students
- 4.2. 2016 – 2017 Local School Calendar – Approval
- 4.3. 2016 – 2017 Board Meeting Locations
- 4.4. Policy 227 – Trustee Remuneration

5. INFORMATION ITEMS

- 5.1. School Size (Administrative Regulation 806.1)
- 5.2. Operations Report - Vandalism
- 5.3. Policy 226 – Board Self Evaluation
- 5.4. BCSTA Report
- 5.5. Superintendent's Report
- 5.6. Trustee Reports
- 5.7. Meeting Summary
- 5.8. Future Board of Education Meeting Date March 8, 2016

6. PUBLIC PARTICIPATION

(Items from the floor are limited to 5 minutes per speaker to a maximum of 30 minutes.)

7. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING
The Board of Education
School District #33 (Chilliwack)**

Date of Meeting: Tuesday, January 19, 2016
Location: School District Office

Members Present:	Chair	Mrs. S. Dyck
	Vice-Chair	Mr. D. Coulter
	Trustee	Mr. P. McManus
	Trustee	Mrs. H. Maahs
	Trustee	Mr. B. Neufeld
	Trustee	Mr. W. Krahn
	Trustee	Mr. B. Patterson

Staff Present	Superintendent	Ms. E. Novak
	Secretary Treasurer	Mr. Gerry Slykhuis
	Assistant Superintendent	Mr. R. Arul-pragasam
	Executive Assistant	Mrs. C. Pratt

1. CALL TO ORDER - School District Office

1.1. Call To Order

Board Chair called the meeting to order at 7:00 p.m.

1.2. Welcome and Acknowledgment of Traditional Stò:lō Territory

1.3. Adoption of the Agenda

14.16 Moved By: Trustee Krahn
Seconded By: Trustee Coulter

THAT the agenda be approved as circulated.

CARRIED

1.3. Approval of Minutes

15.16 Moved By: Trustee Patterson
Seconded By: Trustee Krahn

THAT the minutes of the December 8, 2015 meeting be approved as circulated.
THAT the minutes of the January 7, 2016 meeting be approved as circulated.

CARRIED

2. PRESENTATION TO THE BOARD

GWG Teacher Cheryl Tourand along with students Risa Nakahara and Danielle Gemmell presented information about the Global Travel and Tourism Partnership (GTP). Risa and

Danielle, grade 11 students from GW Graham Middle Secondary, were awarded the honour of representing Canada at this year's conference held in France, December 2015.

3. PUBLIC PARTICIPATION

An opportunity was provided for public participation.

4. ACTION ITEMS

4.1. Budget Committee Report

16.16

Moved By: Trustee Krahn
Seconded By: Trustee Coulter

THAT the Board of Education receive the Budget Committee Meeting Report of January 7, 2016 as presented.

CARRIED

17.16

Moved By: Trustee Krahn
Seconded By: Trustee Maahs

THAT the Budget Committee develop an invitation and specifically invite DPAC and PAC Executives from each school to the budget presentation.

CARRIED

4.2. 2015-2016 Amended Annual Budget

18.16

Moved By: Trustee Maahs
Seconded By: Trustee Krahn

THAT all three readings of the 2015-2016 Amended Annual Budget be done in one meeting.

CARRIED

19.16

Moved By: Trustee Maahs
Seconded By Trustee Krahn

THAT the Board of Education approve the first reading of the 2015-2016 Amended Annual Budget Bylaw in the amount of \$137,448.721.

CARRIED

20.16

Moved By: Trustee Maahs
Moved By: Trustee Coulter

THAT the Board of Education approve the second reading of the 2015-2016 Amended Annual Budget Bylaw in the amount of \$137,448.721.

CARRIED

21.16

Moved By: Trustee Maahs
Moved By: Trustee Krahn

THAT the Board of Education approve the third reading of the 2015-2016 Amended Annual Budget Bylaw in the amount of \$137,448.721.

CARRIED

4.3. Local School Calendar 2016-2017 – Approval for Public Feedback

22.16

Moved By: Trustee Krahn
 Seconded By: Trustee Coulter

THAT the Board of Education approves the draft 2016-2017 Local School Calendar as outlined, for feedback from employees, parents and public.

CARRIED**4.4. District Plan Review and Consultation**

23.16

Moved By: Trustee Coulter
 Seconded By: Trustee Neufeld

THAT the Board of Education amend the April 7, 2015 **Motion 95.15** by substitution, **THAT** the Board of Education direct staff to complete a public consultation process regarding programs, facilities and grade reconfiguration in the district with a summary report to be presented by June 2017.

CARRIED

For: Patterson, Dyck, Coulter, Neufeld, Krahn
Opposed: Maahs

5. INFORMATION ITEMS**5.1. Quarterly Financial Report**

Secretary Treasurer Gerry Slykhuis presented the 2015-2016 Quarterly Financial Report – October 2, 2015 to December 31, 2015.

5.2. BCSTA Report

Trustee Barry Neufeld provided information about the BC School Trustees Association.

24.16

Moved By: Trustee Neufeld
 Seconded By: Trustee Krahn

THAT the BCSTA urge the Ministry of Education to ensure there are additional mental health supports in place for the refugee children arriving in B.C. and further ensuring there is a process in place to coordinate Public Education services with the Provincial Refugee Mental Health Program.

CARRIED**5.3. Superintendent's Report**

Superintendent Novak reported on a number of information items in her report. Early French Immersion applications for Kindergarten totalled 37, with a wait-list of 15, similar to last year. It is anticipated that given previous years' trends, the District will be able to be accommodate all applicants for fall 2016. The Board was updated on Ministry information related to Syrian Refugees in BC, and that it is anticipated that no government sponsored Syrian refugees will be coming to Chilliwack. Ms. Novak also shared in her report the positive news that the district Hairstylist Foundation Program for Chilliwack SD students, will begin at Chilliwack Secondary in Semester 1 or 2 of the 2016/2017 school year. Information on the expansion of the Chilliwack Youth Health Centre located at the NLC and Stó:lō Service Agency was also noted. The Health Centres offer integrated health services for youth ages 12 to 26, providing primary health care, mental health services screening and service for mild to moderate mental health

problems. The newest addition of a Family Doctor on site will provide additional health supports to the current counselling supports being offered by health care partners.

5.4. Trustee Reports

Trustee Coulter reported on the following:

- Attended weekly Chair/Vice-Chair Planning Meetings
- Attended CSS PAC Meeting
- Attended CSS International Dinner
- Attended Aboriginal Education Committee Meeting

Trustee Dyck reported on the following:

- Attended weekly Chair/Vice-Chair Planning Meetings
- Attended SSS Welding Award from the Marinucci Foundation
- Attended Superintendent Performance Review
- Attended Community School Constitution Meeting
- Attended All Leaders Meetings
- Attended International Dinner

Trustee McManus reported on the following:

- Attended All Leaders Breakfast Meeting
- Presented long term recognition award at FVDES Staff Meeting
- Attended CMS Staff meeting/presented long term recognition award
- Attended Cheam Elementary Pancake Breakfast
- Attended CYC Meeting
- Attended Promontory Elementary Pancake Breakfast
- Attended Promontory Elementary Success Assembly/presented long term recognition award
- Attended Cheam Elementary PAC Meeting
- Attended CMA Christmas Band Concert
- School District Office Tour & Staff Introductions
- Budget Committee Meeting
- Superintendent performance review meeting
- Board elections/swearing in ceremony for new trustee

Trustee Maahs reported on the following:

- Attended LME PAC Meeting
- Attended International Dinner
- Attended BAAC Meeting

Trustee Neufeld had nothing to report

Trustee Krahn

- Attended Budget Committee Meeting
- Attended the Superintendent's Performance Review Meeting
- Attended G.W. Graham's Senior Boys' Basketball Game at a Tournament in Abbotsford. I would like to publically thank all Coaches through-out the District for sharing their time, expertise and passion for athletics!
- Visited G. W. Graham to develop a plan for connecting with the Student Council and Grad Committee.

- Looking ahead...A Home Coming Event at Graham. The Music Department is presenting a rather special event. Molly Wilson and Oliver Castillo, former students of Graham are presenting a Comedy Cabaret. Saturday, Jan., 30th at 7pm at the Graham Theatre. Tickets are \$20.00 - available at the School Office or from Music students.

Trustee Patterson reported on the Following;

- Met with Superintendent
- Attended four liaison schools, impressed with community supports in place at schools and the school wide support system for individual students

5.5. December 8, 2015 In-Camera Board Meeting Summary

Trustees: Silvia Dyck, Heather Maahs, Dan Coulter, Paul McManus, Barry Neufeld, Walt Krahn

Staff: Evelyn Novak, Gerry Slykhuis, Carrie Pratt

1. Contract Renewal – Assistant Superintendent
2. Statement of Financial Information (SOFI)
3. Human Resources Report
4. BCPSEA Report

5.6. Future Board of Education Meeting Date

Tuesday, February 23, 2016
7:00 pm
School District Office

6. SUPPLEMENTARY PUBLIC PARTICIPATION

Ed Kletke, CTA Vice President, commended Trustee Neufeld on his budget comments and shared concerns about PVP assignments related to teaching assignments for students with diverse learning needs, in addition to their administrative duties.

7. ADJOURNMENT

25.16

Moved By: Trustee Coulter
Seconded By: Trustee Dyck

THAT the meeting be adjourned at 9:23 p.m.

CARRIED

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

INFORMATION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Yarrow Community School
RE: **SCHOOL GARDEN PROJECT**

BACKGROUND:

Yarrow Community School has created a school garden with the vision of helping staff and students better connect to their food, health, environment and community.

Principal Tracy Wagner will be joined by parent and School Garden Coordinator Molly Armstrong, Sally Lum – Community School Coordinator and Angela Woods – Grade 2 teacher, who will share what Yarrow Community School has done with this project, future plans for the school garden and all of the projects it has inspired.

BOARD OF EDUCATION

DECISION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Barry Neufeld, Trustee
RE: **EDUCATION POLICY ADVISORY COMMITTEE MEETING REPORT**

RECOMMENDATION

THAT the Board of Education receive the Education Policy Advisory Committee Meeting Report of January 26, 2016.

Minutes



REPORT OF THE EDUCATION POLICY ADVISORY COMMITTEE

Meeting Held Tuesday January 26, 2016 – 6:30 p.m.

School District Office

Attendance:	Dan Coulter Lynda-Lee Saunier Ed Kletke Justine Hodge Laura Dean Brianna Payne Emily Clarke	Trustee Business Manager, CSS CTA DPAC CUPE Student, SSS Student, SSS
Staff:	Evelyn Novak Rohan Arul-pragasam Kirk Savage Nathan Ngieng Carrie Pratt	Superintendent Assistant Superintendent Director of Instruction District Principal – Student Services Executive Assistant
Regrets:	Greg Nelmes Dylan Murray Catherine Petek Rod Isaac Danielle Gemmell Rose Greene Iain Gardner Heather Maahs	CAA Student, GWG Student, CSS CUPE Student, GWG Stó:lō CPVPA Rep Trustee

1. CALL TO ORDER

Trustee Coulter called the meeting to order at 6:33 p.m.

2. APPROVAL OF AGENDA

Moved By: Justine Hodge

Seconded By: Brianna Payne

THAT the Agenda be approved as circulated.

CARRIED

3. APPROVAL OF THE MINUTES

Moved by: Lynda-Lee Saunier

Seconded by: Laura dean



THAT the Minutes of the December 1, 2016 meeting be approved as circulated.

CARRIED

4. DRAFT POLICY – FINANCIAL AWARDS

The committee reviewed this DRAFT policy for the first time.

Moved by: Lynda-Lee Saunier

Seconded by: Brianna Payne

THAT DRAFT Policy – Financial Awards be referred to the Board of Education for final approval after suggested revisions.

CARRIED

5. DRAFT POLICY – ASSISTANCE DOGS IN SCHOOLS

The committee reviewed this DRAFT policy for the first time and returned it to staff for revisions, to return to the committee at its March 1 meeting.

6. POLICY 523 – SCHOOL FEES

The committee reviewed this policy for the third time and referred it back to staff for further revisions based on feedback.

7. POLICY 532– EXTRA-CURRICULAR SPORTS

The committee reviewed this policy for the third time.

Moved by: Brianna Payne

Seconded by: Emily Clarke

THAT Policy 532 – Extra-Curricular Sports be forwarded to the Board of Education for final approval after suggested revisions.

CARRIED

Opposed: Laura Dean

8. POLICY 603 – BOARD/AUTHORITY AUTHORIZED COURSES

The committee reviewed this policy for the third time.

Moved by: Laura Dean

Seconded by: Emily Clarke

THAT Policy 603 – Board/Authority Authorized Courses be forwarded to the Board of Education for final approval after suggested revisions.

CARRIED

11. POLICY 605 – TECHNOLOGY USE

The committee reviewed this policy for the third time.

Moved by: Brianna Payne

Seconded by: Emily Clarke

THAT Policy 605 – Technology Use be referred to the Board of Education for final approval after suggested revisions.

12. POLICY 607 – PLACEMENT OF SPECIAL NEEDS STUDENTS

The committee reviewed this policy for the 2nd time.

Moved by: Brianna Payne

Seconded by: Emily Clarke

THAT Policy 607 – Placement of Special Needs Students be referred to the Board of Education for final approval after suggested revisions.

13. Moved by: Ed Kletke

Seconded by: Brianna Payne

That the meeting be adjourned at 7:51 p.m.

NEXT MEETING – MARCH 1 – 6:30 P.M.

BOARD OF EDUCATION

DECISION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Evelyn Novak, Superintendent
RE: **POLICY 510 – FINANCIAL AWARDS**

RECOMMENDATION

THAT the Board of Education approve Policy 510 – Financial Awards as presented. This policy was presented to the Policy Committee in draft form at its January 26th meeting.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**510
POLICY
Financial Awards**

The Board supports recognizing student achievement through bursaries, scholarships and awards.

The Board values locally sponsored community support of students through scholarships, bursaries and student awards.

In accordance with Ministry of Education guidelines, Chilliwack School District will participate annually in the Provincial Scholarships Program.

Cross Ref:

Adopted:
Reviewed:
Revised:

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**DRAFT
POLICY
Financial Awards**

The Board supports recognizing student scholarship and achievement through bursaries, scholarships and awards.

The Board values locally sponsored community support given to students by providing scholarships, bursaries and student awards.

In accordance with Ministry of Education guidelines, Chilliwack School District will participate annually in the Provincial Scholarships Program.

Cross Ref:

Adopted:
Reviewed:
Revised:

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**510
POLICY
Financial Awards**

The Board supports recognizing student ~~scholarship and~~ achievement through bursaries, scholarships and awards.

The Board values locally sponsored community support ~~given to~~ students ~~throughby providing~~ scholarships, bursaries and student awards.

In accordance with Ministry of Education guidelines, Chilliwack School District will participate annually in the Provincial Scholarships Program.

Cross Ref:

Adopted:
Reviewed:
Revised:

BOARD OF EDUCATION

DECISION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Evelyn Novak, Superintendent
RE: **POLICY 532 – EXTRA CURRICULAR SPORTS**

RECOMMENDATION

THAT the Board of Education approve Policy 532 – Extra Curricular Sports as presented.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**532
POLICY
Extra Curricular School Sports**

The Board of Education recognizes the importance of athletics and believes that extracurricular activities can enhance student engagement.

Final

Cross Refs: BC School Sports, Policy 902 Volunteers

Adopted: October 28, 2008
Reviewed:
Revised: February 23, 2016

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**532
POLICY
Extra Curricular School Sports**

Schools that decide to participate in competitive extra curricular athletics that lead toward a regional or provincial championship at middle and secondary schools will be governed by the rules and regulations of BC School Sports. This does not preclude any recreational activities agreed to among schools.

Original

Cross Refs: BC School Sports

Adopted: October 28, 2008
Reviewed:
Revised:

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**532
POLICY
Extra Curricular School Sports**

~~The Board of Education recognizes the importance of athletics on students' health and achievement and believes that extracurricular activities can enhance student engagement. Schools that decide to participate in competitive extra curricular athletics that lead toward a regional or provincial championship at middle and secondary schools will be governed by the rules and regulations of BC School Sports. This does not preclude any recreational activities agreed to among schools.~~

MOVED TO ADMIN REG.

Cross Refs: BC School Sports, [Policy 902 Volunteers](#)

Adopted: October 28, 2008
Reviewed:
Revised:

BOARD OF EDUCATION

DECISION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Evelyn Novak, Superintendent
RE: **POLICY 603 – BOARD/AUTHORITY AUTHORIZED COURSES**

RECOMMENDATION

THAT the Board of Education approve Policy 603 – Board/Authority Authorized Courses as presented.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**603
POLICY
Board/Authority Authorized Courses**

Board/Authority Authorized Courses are Grade 10, 11 or 12 courses that are authorized by School Boards according to requirements set by the Ministry of Education.

The Board supports the concept of locally developed programs and curricula to meet the needs of the students.

Boards are required to submit to the Ministry of Education the course name of each BAA Course they plan to offer in the following school year.

Final

Cross Refs: Ministry of Education – Board/Authority Authorized Courses

Adopted: June 26, 2007

Reviewed:

Revised: February 23, 2016

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**603
POLICY
Board/Authority Authorized Courses**

Board/Authority Authorized Courses are Grade 10, 11 or 12 courses that are authorized by School Boards according to requirements set by the Ministry of Education.

The Board supports the concept of locally developed programs and curricula to meet the needs of the students. The Board authorizes the Superintendent to establish procedures to ensure appropriate development, implementation and evaluation of such programs.

Boards are required to submit to the Ministry of Education the course name of each BAA Course they plan to offer in the following school year.

Cross Refs: Ministry of Education Guidelines

Adopted: June 26, 2007
Reviewed:
Revised:

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**603
POLICY
Board/Authority Authorized Courses**

Board/Authority Authorized Courses are Grade 10, 11 or 12 courses that are authorized by School Boards according to requirements set by the Ministry of Education.

The Board supports the concept of locally developed programs and curricula to meet the needs of the students. ~~The Board authorizes the Superintendent to establish procedures to ensure appropriate development, implementation and evaluation of such programs.~~

Boards are required to submit to the Ministry of Education the course name of each BAA Course they plan to offer in the following school year.

Cross Refs: Ministry of Education – [Board/Authority Authorized Courses Guidelines](#)

Adopted: June 26, 2007

Reviewed:

Revised: [February 23, 2016](#)

BOARD OF EDUCATION

DECISION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Evelyn Novak, Superintendent
RE: **POLICY 605 – TECHNOLOGY USE**

RECOMMENDATION

THAT the Board of Education approve Policy 605 – Technology Use as presented.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**POLICY 605
Technology Use**

The Board of Education believes that student, staff and community learning are supported by access to online learning resources and communication tools through the use of district and personal technology. It is committed to providing a reliable infrastructure that supports communication and learning.

The Board supports a technology plan that provides a standard of technology for all schools and provides opportunities for innovation and staff development in the use of technology to enhance student learning.

The Board of Education expects all users of district technology to adhere to the *Freedom of Information and Protection of Privacy Act (FOIPPA)* as well as the district guidelines regarding use of technology and social media.

Cross Refs: Freedom of Information and Protection of Privacy Act, AR 605.2 Social Media

Adopted: March 8, 2011

Reviewed:

Revised: February 23, 2016

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**605
POLICY
Technology Use**

The Board of Education believes that student, staff and community learning are supported by access to online learning resources and communication tools through the use of district and personal technology. It is committed to providing an infrastructure that supports broad access to networks that allow safe, reliable and responsible uses of technology that enhance, but does not impede, the delivery of curriculum or the learning environment.

The Board supports a technology plan that provides a minimum standard of technology for all schools and provides opportunities for innovation and staff development in the use of technology to enhance student learning.

The Board of Education expects all users of district technology to adhere to the district guidelines regarding use of technology and access to information.

Cross Refs:

Adopted: March 8, 2011
Reviewed:
Revised:

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**POLICY 605
Technology Use**

The Board of Education believes that student, staff and community learning are supported by access to online learning resources and communication tools through the use of district and personal technology. -It is committed to providing an reliable infrastructure that supports ~~broad access to networks that allow safe, reliable and responsible uses of technology that enhance, but does not impede, the delivery of curriculum or the~~ communication and learning environment.

The Board supports a technology plan that provides a minimum standard of technology for all schools and provides opportunities for innovation and staff development in the use of technology to enhance student learning.

The Board of Education expects all users of district technology to adhere to the Freedom of Information and Protection of Privacy Act (FOIPPA) as well as the district guidelines regarding use of technology ~~and to the~~ Freedom of Information and Protection of Privacy Act (FOIPPA) and social media..-

Cross Refs: Freedom of Information and Protection of Privacy Act, AR 605.2 Social Media

Adopted: March 8, 2011

Reviewed:

Revised: February 23, 2016

BOARD OF EDUCATION

DECISION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Evelyn Novak, Superintendent
RE: **POLICY 607 – PLACEMENT OF SPECIAL NEEDS STUDENTS**

RECOMMENDATION

THAT the Board of Education approve Policy 607 – Placement of Special Needs Students as presented.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**607
POLICY
Placement of Special Needs Students**

The Board of Education believes in inclusive opportunities for all students in our schools. Students with special needs should be provided with the opportunity to attend a classroom in their neighbourhood school with his or her age and grade peers.

Parents of students with special needs will be consulted in the placement of their child in an educational program.

Final

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**607
POLICY
Placement of Special Needs Students**

The School Board believes that students with exceptional educational needs should be served in regular classrooms in neighbourhood schools whenever possible and practical. To this extent, special education is viewed as an integral part of the general education program offered to all students.

Original

Cross Refs: *School Act* Appeals Bylaw 230

Adopted: April 27, 1999
Reviewed:
Revised:

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**607
POLICY
Placement of Special Needs Students**

~~The School Board believes that students with exceptional educational needs should be served in regular classrooms in neighbourhood schools whenever possible and practical. To this extent, special education is viewed as an integral part of the general education program offered to all students.~~

The Board of Education believes in inclusive opportunities for all students in our schools. Students with special needs should be provided with the opportunity to attend a classroom in their neighbourhood school with his or her age and grade peers.

Parents of students with special needs will be consulted in the placement of their child in an educational program.

Cross Refs: *School Act* Appeals Bylaw 230, [BC Ministry of Education Special Education Policy](http://www.bced.gov.bc.ca/specialed/special_ed_policy_manual.pdf)
http://www.bced.gov.bc.ca/specialed/special_ed_policy_manual.pdf

Adopted: April 27, 1999
Reviewed:
Revised: January 26, 2016

BOARD OF EDUCATION

DECISION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Evelyn Novak, Superintendent
RE: **2016-2017 SCHOOL CALENDAR**

RECOMMENDATION:

THAT the Board of Education approve the 2016 – 2017 Local School Calendar as attached.

BACKGROUND

Following the Board of Education approval of the DRAFT 2016 – 2017 Local School Calendar at its January 19, 2016 Board Meeting, an opportunity for employee and public feedback was posted for staff, parent and community feedback.

SUMMARY OF FEEDBACK

24 responses received

- 21 responded in favour of the calendar as presented
- 3 respondents would like to see a one week spring break instead of two
- 6 Respondents commented that they would prefer to see the November in lieu day attached to Remembrance Day to make a four day weekend.



2016-2017 Local School Calendar

Days in Session	187	
Number of Instructional Days	180	
	Student Instructional Time	Teacher Instructional Time
Hours of Instruction (878 required) Grade K-6	879 (293 min/day + 15 min recess)	924 (308 min/day includes 15 min recess)
Hours of Instruction (Required 952) Grade 7-12	954 (318 min/day)	954 + breaks (318 min/day + breaks)
# of Non-Instructional Days	7	
Schools Open	September 6	
NON-INSTRUCTIONAL DAY #1	September 23 – Ministry Required Curriculum Implementation	
Thanksgiving Day	October 10	
NON-INSTRUCTIONAL DAY #2	October 21 (Provincial)	
Remembrance Day	November 11	
NON-INSTRUCTIONAL DAY #3	November 25 (In Lieu)	
Schools Close for Christmas Holidays	December 16	
Christmas Holidays	December 19 to January 2	
Schools Reopen after Christmas Holidays	January 3	
Family Day	February 13	
NON-INSTRUCTIONAL DAY #4	February 24 - Ministry Required Curriculum Implementation	
Schools Close for Spring Vacation	March 10	
Spring Vacation Period	March 13 - 24	
Schools Reopen after Spring Vacation	March 27	
Good Friday	April 14	
Easter Monday	April 17	
NON-INSTRUCTIONAL DAY #5	May 5 (CTA)	
NON-INSTRUCTIONAL DAY #6	May 19 (In Lieu)	
Victoria Day	May 22	
Last Day for Students	June 29	
Administrative Day	June 30	
NON-INSTRUCTIONAL DAY #7	(Scheduled at each school)	

BOARD OF EDUCATION

DECISION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Bob Patterson, Trustee
RE: **BOARD MEETING LOCATIONS 2016-2017 SCHOOL YEAR**

RECOMMENDATION

THAT the Board of Education hold three of its Board meetings for the 2016/2017 school year at school sites. The school sites, dates and structure of these meetings to be determined by the Superintendent and the School Board Chair.

RATIONALE

The objective of this initiative is to provide a way to connect with our community by:

1. Providing better opportunities for trustees to connect with parents, students and staff of individual schools;
2. To better familiarize trustees with the activities within individual schools; and
3. To promote a culture of accessibility and visibility.

A formal review of the effectiveness of these meetings to be done at the end of the school year before recommendations for implementation for the 2017/2018 are presented.

BOARD OF EDUCATION

DECISION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **POLICY 227 – TRUSTEE REMUNERATION**

RECOMMENDATION

THAT the Board of Education approve a 2.0% increase to trustee remuneration effective January 1, 2016, and approve the revised Policy 227 Trustee Remuneration.

BACKGROUND

The Board instructed the Secretary-Treasurer to revise Policy 227 Trustee Remuneration.

Based on the 2015 BCSTA Survey, Chilliwack Trustees are below the average for medium sized districts:

	Medium-Sized Districts			SD33 Rate	% of Average
	High Rate	Low Rate	Average		
Trustee	\$24,113	\$15,000	\$19,732	\$18,000	91%
Vice-Chair	\$25,453	\$16,480	\$20,932	\$18,900	90%
Chair	\$27,000	\$18,000	\$22,371	\$19,800	89%

The Board of Trustees have not increased their own remuneration since February 1, 2009. This aligns with District staff who have received little or no compensation increase for a number of years. With the recently negotiated/approved increases for staff, the Board is recommending a 2.0% increase for Trustees effective January 1, 2016.

As well, the proposed changes to Policy 227 would move the annual review of trustee remuneration during the budget process, to an automatic adjustment each July 1st, based on the Canadian Consumer Price Index (CPI) for the previous year. Currently, 28 of the 60 School Districts use CPI or some other index to automatically adjust remuneration.

The first adjustment would take place effective July 1, 2016.

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**227
POLICY
Trustee Remuneration**

As authorized by Section 71 of the *School Act*, a Board of Education may authorize remuneration of trustees.

Trustees' remuneration includes an allowance to offset expenses as defined in the *Income Tax Act* and is equal to one third of the total remuneration.

The remuneration for each trustee is as follows:

	Taxable	Non-Taxable	Allowance	Total
Trustee	\$ 12,000.00	\$ 6,000.00	N/A	\$ 18,000.00
Vice Chair	\$ 12,000.00	\$ 6,000.00	\$ 900.00	\$ 18,900.00
Chair	\$ 12,000.00	\$ 6,000.00	\$ 1,800.00	\$ 19,800.00

Trustee remuneration is paid to trustees monthly.

The trustee remuneration amount will be adjusted annually effective July 1st. The adjustment will reflect the Canadian Consumer price Index established for July of each year for the previous 12 months.

Cross Ref:

Adopted: June 28, 1978

Reviewed:

Revised: January 22, 1991, June 28, 1994, December 3, 1996, September 2002, January 27, 2004, September 26, 2006, January 15, 2008, January 27, 2009, February 23, 2016

**BOARD OF EDUCATION
School District #33 (Chilliwack)**

**227
POLICY
Trustee Remuneration**

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This policy shall be reviewed annually as part of the budget process.

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**BOARD OF EDUCATION
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BOARD OF EDUCATION

INFORMATION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Evelyn Novak
RE: **SCHOOL SIZE (BOARD POLICY 806 AND BOARD REGULATION 806.1)**

BACKGROUND & INFORMATION

Currently Board Policy, in particular Board Regulation 806.1 Opening and Closing of Schools includes reference to the Board's parameters regarding Maximum School Size.

OPENING OF A SCHOOL:

The capital funding approval for construction of a new school is determined by the Ministry of Education based on the Board's requests through the Five-Year Capital Plan.

*The recommended maximum school size (nominal capacity *) is as follows:*

*** Nominal Capacity (Ministry of Education definition)**

• of, being, or relating to a designated or theoretical size that may vary from the actual: approximate

Elementary Middle Secondary

450 (grades 1-6) + 80 kindergarten 1/2 time 750 (grades 7-9)

1,200 (grades 10-12)

Portables may be used to temporarily increase the capacity of a school pending approval of the construction of a new school or addition.

Consideration for requesting Ministry of Education approval for a new school will be given when the enrolment for the new school is projected to be at least:

Elementary Middle Secondary

175 (grades 1-6) + 40 kindergarten 1/2 time 450 (grades 7-9)

650 (grades 10-12)

A combined school of appropriate size may be opened to address current specific needs with a strategy for the long term school requirements

The name of the Regulation and Policy – Opening and Closing of Schools - in reference to school size does not seem to be the appropriate location for the Board's direction regarding school size as it relates to Maximum Enrolment.

Currently, there are three Elementary Schools with enrolments that are beyond the Board's recommended maximum school size as contained in this Regulation – Sardis, Unsworth and Promontory Elementary.

In addition, there may be a future need to increase the maximum size of Secondary Schools beyond 1200, as the future projected capacity of Chilliwack Secondary School is 1,500.

As the Board plans for the future, securing "New School Funding" from the government seems to be some years into the future. There is a current and future significant need to ensure the school district has the capacity for increasing enrolments in Chilliwack SD. Therefore, there is a need for the Board adjust Maximum School Size to be able to accommodate current and future spaces for students.

RECOMMENDATION

That the Board consider a new Policy as it relates to School Size – Enrolment and a corresponding Board Regulation regarding school size that does not specify a maximum number, but instead identifies variables in considering school size, including but not limited to new construction, expanding an existing school, managing enrolments, and educational programming.

That the Board consider reviewing and renewing its Board Policy 806 and Board Regulation 806.1.

BOARD OF EDUCATION

INFORMATION REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Al VanTassel, Director of Facilities and Transportation
RE: OPERATIONS REPORT - VANDALISM

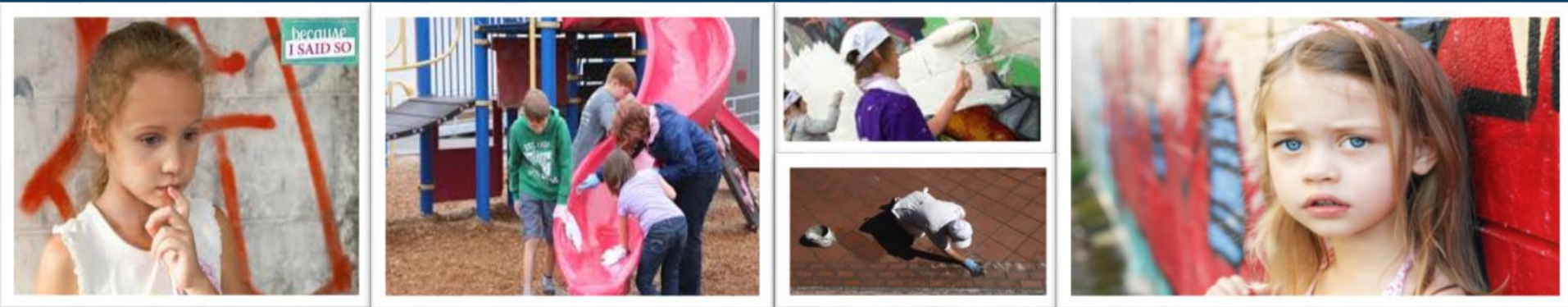
Al VanTassel, Director of Facilities and Transportation will provide summary information on the vandalism that has occurred in the district from January-December 2015.



**Chilliwack
School District**

Vandalism in Chilliwack School District

January – December 2015



**Board of Education Meeting
February 23, 2016**



Strategic Plan 2016-2021

Social Emotional Wellness

Priority Improving the culture, climate and learning environment to promote a sense of belonging, diversity, well-being and safety

Goal Establish a positive, respectful workplace culture and sense of community

Resources

Priority Aligning and allocating resources, equitably, responsibly and effectively to support goals and key initiatives

Goal Align resources to efficiently and effectively execute the strategic plan





Types of Vandalism

- Non-entry includes:
 - Graffiti
 - Window breakage without entry into the school
 - Damage of playground equipment, benches, and garbage cans
 - Damage to portable stairs, HVAC equipment on roof tops, and security cameras
- Break-ins:
 - Damage to doors and windows
- Vandalism inside schools during occupied hours:
 - Damage to plumbing fixtures, electrical and electronic components, cabinet doors, door hardware, lockers and safety equipment such as fire extinguishers



Typical False Alarms

- Staff unfamiliar with disabling and/or setting alarm
- Motion sensors picking light items being moved by mechanical systems
- Staff in the building past 1:00 a.m. (alarms are set to automatically activate at this time if site is unarmed)



Repair/Replacement Cost Comparison

Type of Vandalism	January-December 2013	January-December 2014	January-December 2015
Carpentry Repairs/Door Hardware	\$2,793	\$6,938	\$12,257.88
Electrical/Electronics/HVAC/Plumbing	\$4,464	\$1,473	\$822.79
Glass Breakage	\$10,365	\$4,777	\$2,245.03
Graffiti	\$1,901	\$2,766	\$3849.62
Grounds/Playground Equipment	\$17,694	\$1,784	\$463.02
Theft of Stolen Items (Tech)	\$26,773	\$2,088	\$16,984.82
*Total	\$63,990	\$19,826	\$36,623.16

***Materials only (including Tech equipment)**



Annual Security Fees

January – December 2014

Integra Security (Security Runner)	\$60,000
Paladin Security (Alarm Monitoring)	\$9,000

January – December 2015

Integra Security (Security Runner)	\$65,482.20
Paladin Security (Alarm Monitoring)	\$9,550.80

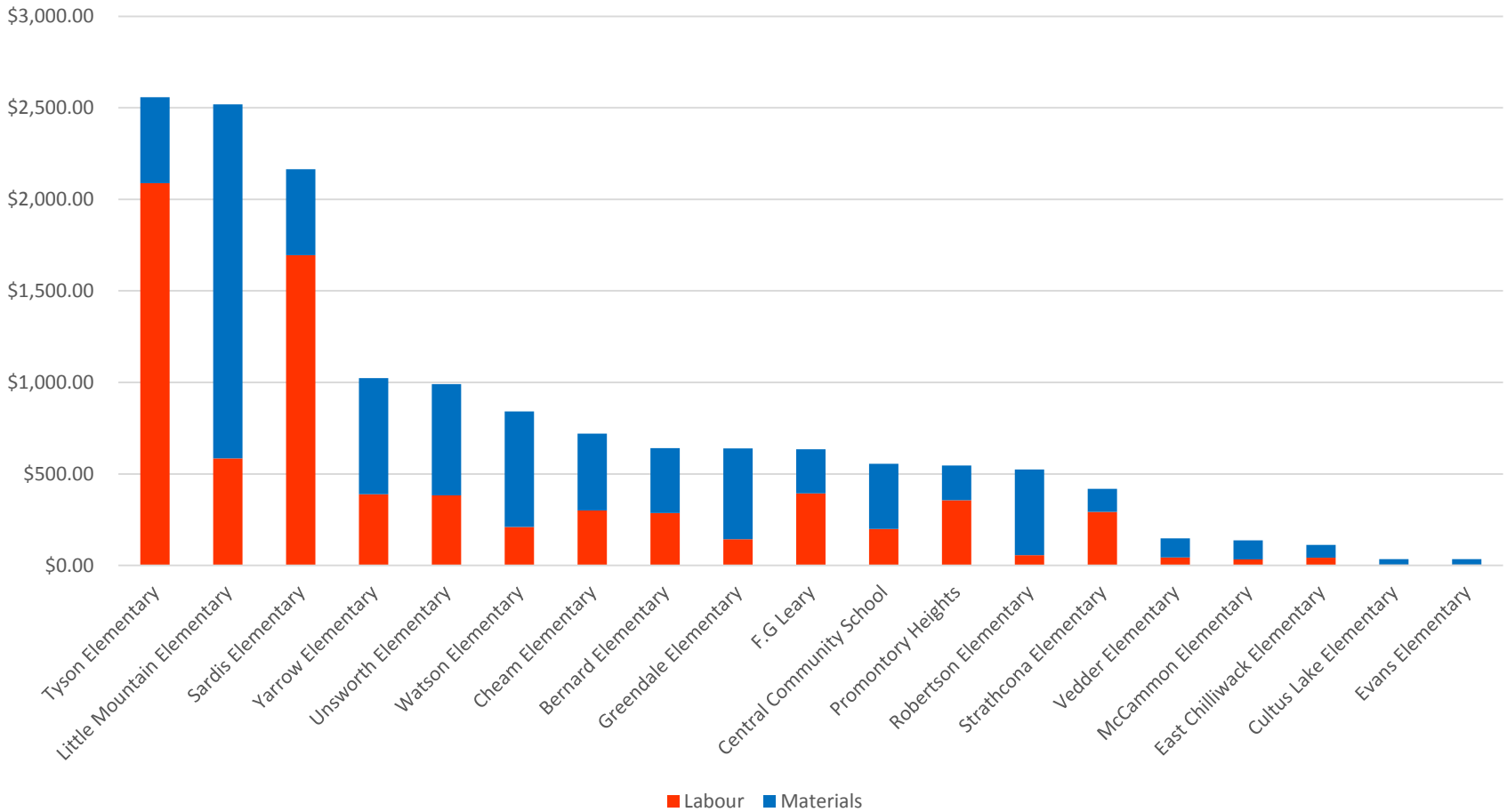


Vandalism Repair Expense – All Sites

SCHOOL	Labour	Materials	Total Cost
AD Rundle Middle School	\$2,015.00	\$1,388.92	\$3,403.92
Bernard Elementary	\$286.40	\$355.00	\$641.40
Central Community School	\$199.89	\$355.00	\$554.89
Chance Alternate School	\$0	\$0	\$0.00
Cheam Elementary	\$300.00	\$420.00	\$720.00
Chilliwack Middle School	\$996.71	\$350	\$1,346.71
Chilliwack Secondary School	\$3,318.73	\$4,445	\$7,763.73
Cultus Lake Elementary	\$5	\$30	\$35.00
East Chilliwack Elementary	\$42	\$70	\$112.00
Education Centre	\$655.61	\$517.50	\$1,173.11
Evans Elementary	\$5	\$30	\$35.00
F.G Leary	\$393.85	\$240	\$633.85
G.W. Graham School	\$7,460	\$1,116.67	\$8,576.67
Greendale Elementary	\$143.87	\$495	\$638.87
Little Mountain Elementary	\$584.02	\$1,935	\$2,519.02
McCaddon Elementary	\$32.50	\$105	\$137.50
Mt. Slesse Middle School	\$1,363.54	\$1,660	\$3,023.54
Promontory Heights	\$356.60	\$190	\$546.60
Robertson Elementary	\$56	\$467.50	\$523.50
Rosedale Traditional Community School	\$127.45	\$240	\$367.45
Sardis Elementary	\$1,694.50	\$470	\$2,164.50
Sardis Secondary School	\$1,154.49	\$1,010	\$2,164.49
Strathcona Elementary	\$292.50	\$125.25	\$417.75
Tyson Elementary	\$2,087.86	\$470	\$2,557.86
Unsworth Elementary	\$382.69	\$607.50	\$990.19
Vedder Elementary	\$43.07	\$105	\$148.07
Vedder Middle School	\$1,473.51	\$1,175	\$2,648.51
Watson Elementary	\$210.66	\$630	\$840.66
Yarrow Elementary	\$388.30	\$635	\$1,023.30
	\$26,069.75	\$19,638.34	\$45,708.09

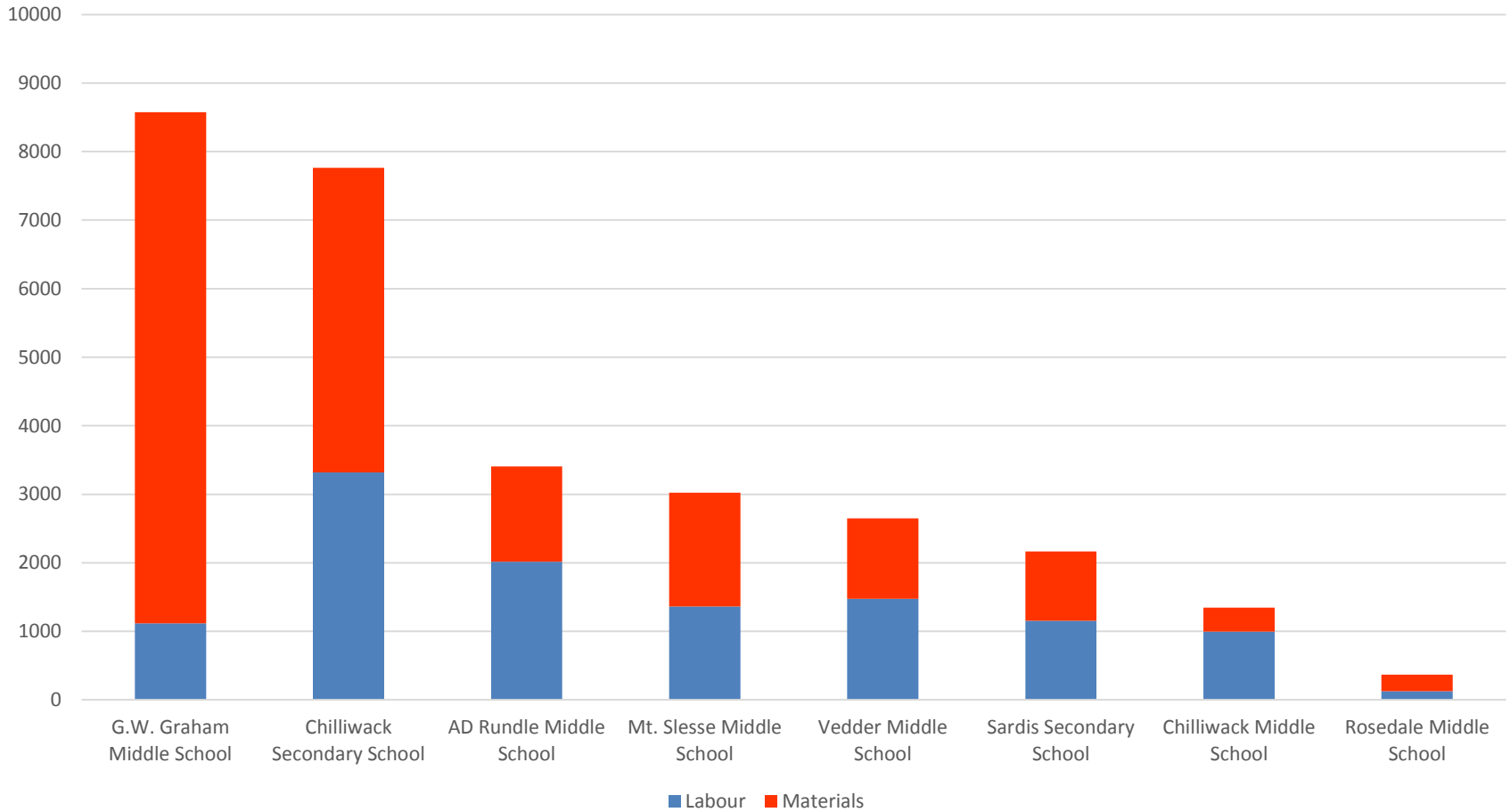


Vandalism Repair Expense – Elementary School Sites



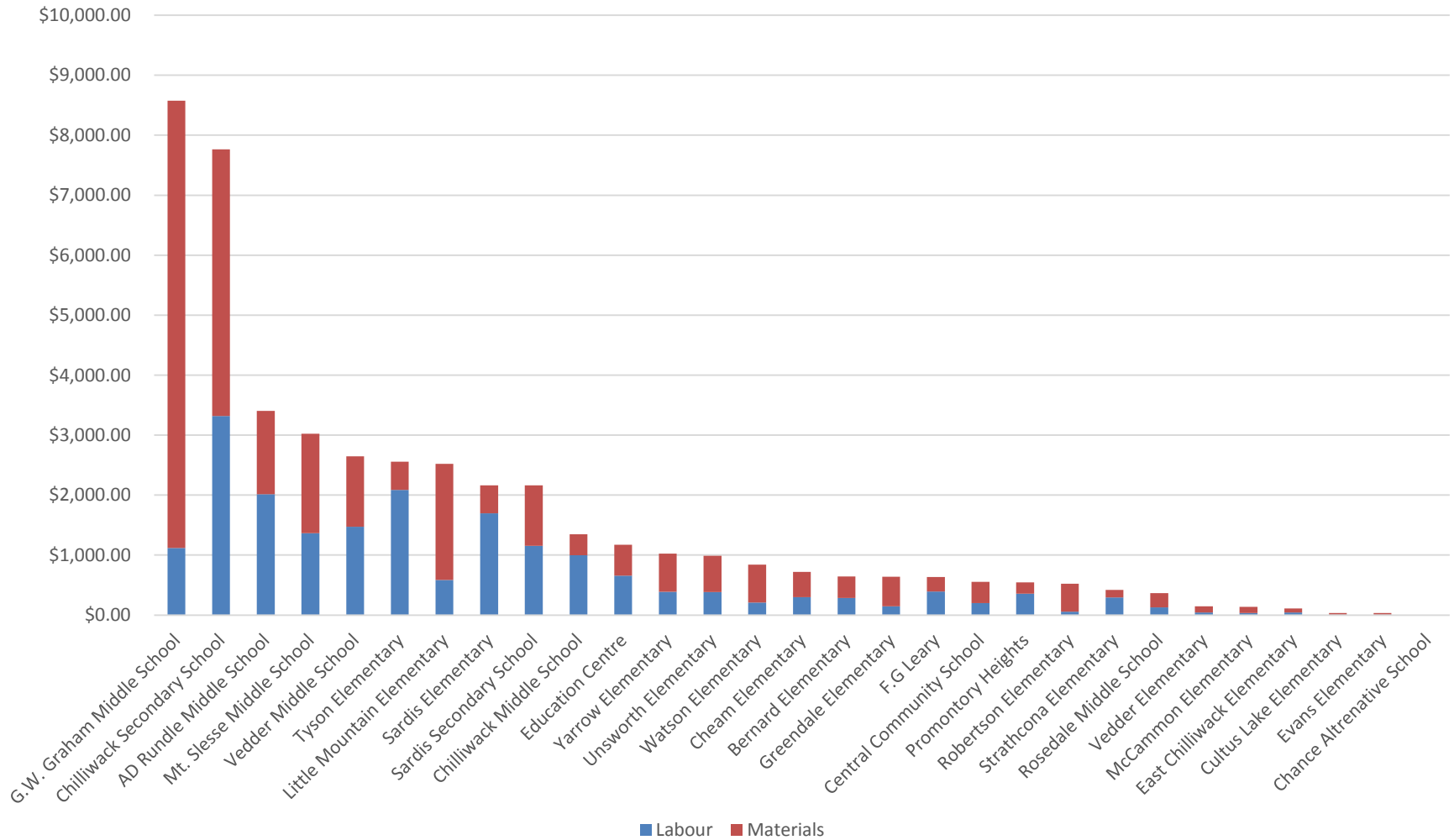


Vandalism Repair Expense – Mid/Sec School Sites





Vandalism Repair Expense – All Sites





Vandalism Repair Expense – North Side vs. South Side

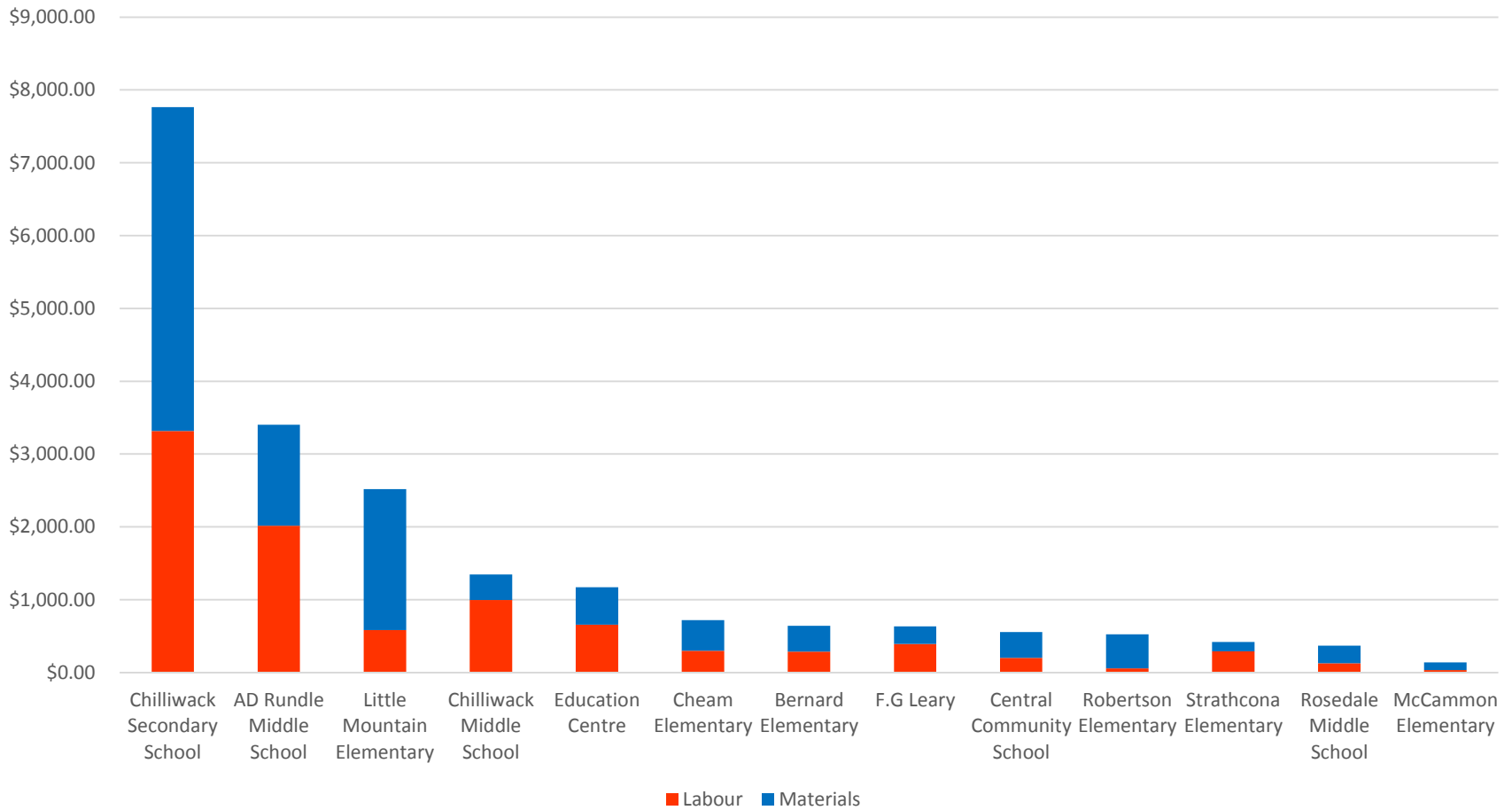
North Side	Total Cost
Chilliwack Secondary School	\$7,763.73
AD Rundle Middle School	\$3,403.92
Little Mountain Elementary	\$2,519.02
Chilliwack Middle School	\$1,346.71
Education Centre	\$1,173.11
Cheam Elementary	\$720.00
Bernard Elementary	\$641.40
F.G Leary	\$633.85
Central Community School	\$554.89
Robertson Elementary	\$523.50
Strathcona Elementary	\$417.75
Rosedale Middle School	\$367.45
McCannon Elementary	\$137.50
*Total	\$20,202.83

***Materials and labour**

South Side	Total Cost
G.W. Graham Middle School	\$8,576.67
Mt. Slesse Middle School	\$3,023.54
Vedder Middle School	\$2,648.51
Tyson Elementary	\$2,557.86
Sardis Elementary	\$2,164.50
Sardis Secondary School	\$2,164.49
Yarrow Elementary	\$1,023.30
Unsworth Elementary	\$990.19
Watson Elementary	\$840.66
Greendale Elementary	\$638.87
Promontory Heights	\$546.60
Vedder Elementary	\$148.07
East Chilliwack Elementary	\$112.00
Cultus Lake Elementary	\$35.00
Evans Elementary	\$35.00
Chance Alternative School	\$0.00
*Total	\$25,505.26

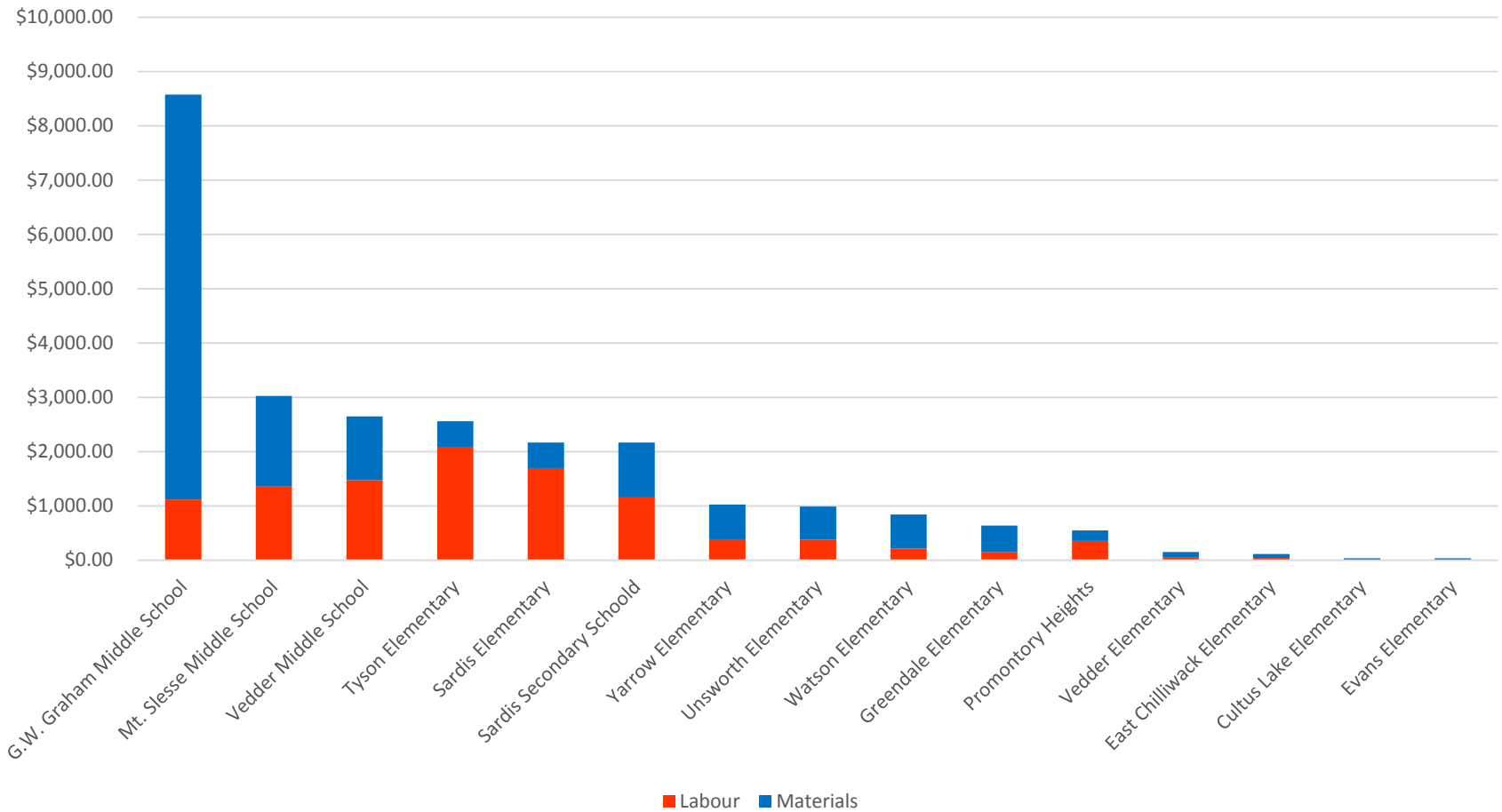


Vandalism Repair Expense – North Side



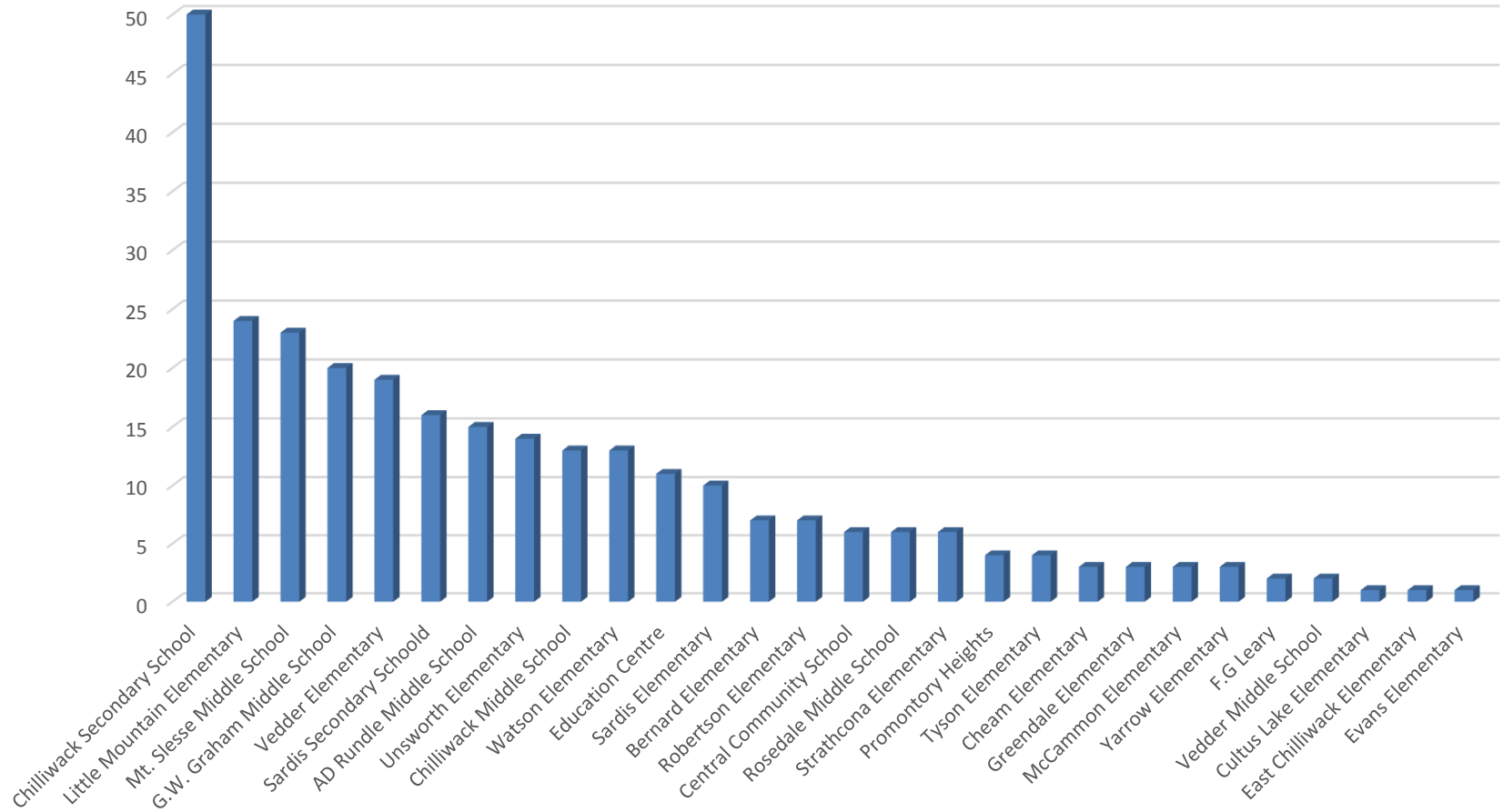


Vandalism Repair Expense – South Side





Vandalism Work Orders per Site





Prevention Measures Taken

- All schools/portables have intruder alarms (monitored by Alarm Company)
- Alarms automatically set at 1:00 a.m. every night if unarmed
- Alarm Monitoring and Security Runner service is in place
- All school grounds are gated using chain and steel gates
- “Dark Campuses” in order to minimize external vandalism
- Signage installed at all sites and premises monitored by video
- Loss prevention projects were funded through the Annual Facility Grant to upgrade security systems
- New technology equipment is marked for identification
- Working with Crime Stoppers, Stop Graffiti Campaign
- Member of the City of Chilliwack Public Safety Advisory Committee
- Upgrading video monitoring systems at CSS, GWG and SSS



Prevention Measures Taken (continued)

- Roll shutters and security screens installed in high risk areas:
 - 13 sites, 2 portables at Cheam and Leary
 - Roll shutters added to CSS Grand Hall in 2016
- Mosquito devices installed at CSS
- Target Hardening: Bike storage at CSS and fencing
- Tracking of vandalism costs





Glass Target Hardening - CSS





Bike Storage Target Hardening - CSS





Questions?



BOARD OF EDUCATION

BOARD REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Trustee Dyck
RE: **POLICY 226 – BOARD SELF EVALUATION**

As per its policy, the Chilliwack Board of Education met to complete its self-evaluation. Collectively, trustees agreed it has been quite a successful year for the Board of Education given the changes and challenges during this year. The Board identified that it was plateauing at a similar level each year using the existing evaluation tool. It was agreed to change the Board evaluation process by using the research based eight characteristics of an Effective School Board as guides in its future performance evaluation.

Following a review of numerous studies on board governance and effectiveness, researchers concluded that school boards in high-achieving districts exhibit habits and characteristics that are markedly different from low achieving districts. These characteristics of an effective school board are:

1. Committed to a vision of high expectations for student achievement and quality instruction, and defines clear goals toward that vision.
2. Strong shared beliefs and values about what is possible for students and their ability to learn, and of the system and its ability to teach all children at high levels.
3. Driven by accountability, spending less time on operational issues and more time focused on policies to improve student achievement.
4. Fosters a collaborative relationship with staff and community, and establishes a strong communications structure to inform and engage both internal and external stakeholders in setting and achieving district goals.
5. Data-savvy; embraces and monitors data, even when the information is negative, and uses it to drive continuous improvement.
6. Aligns and sustains resources, such as professional development, to meet district goals.
7. Leads as a united team with the superintendent, all members from their respective roles, with strong collaboration and mutual trust.
8. Takes part in team development and training, sometimes with the superintendent to build a shared knowledge, values and commitments for its improvement efforts.

The Chilliwack Board of Education in its goal for continuous improvement will maintain its focus on setting overall direction for the district, obtaining and aligning resources to accomplish its strategic goals, build relationships with community and staff, hold the system accountable to its strategic plan and learn continuously as a governance team.

Ref. BCSTA The Governance Role

BOARD OF EDUCATION

BOARD REPORT

DATE: February 23, 2016

TO: Board of Education

FROM: Barry Neufeld, BCSTA Representative

RE: BC SCHOOL TRUSTEES' ASSOCIATION REPORT

This time is provided to discuss matters related to the British Columbia School Trustees' Association (BCSTA).

BOARD OF EDUCATION

STAFF REPORT

DATE: February 23, 2016
TO: Board of Education
FROM: Evelyn Novak, Superintendent
RE: **SUPERINTENDENT'S REPORT**

This time is provided for a report from Superintendent Novak.

MEETING SUMMARY

In-Camera Meeting – January 19, 2016

Trustees: Silvia Dyck, Dan Coulter, Paul McManus, Heather Maahs, Barry Neufeld, Walt Krahn, Bob Patterson

Staff: Evelyn Novak, Gerry Slykhuis, Maureen Carradice, Rohan Arul-pragasam, Carrie Pratt

1. Human Resources Report
 - a. TTOC call out process
2. BCPSEA Report