



**THE BOARD OF EDUCATION
School District #33 (Chilliwack)
Regular Public Board Meeting
AGENDA
December 11, 2018
7:00 pm**

1. CALL TO ORDER – School District Office

- 1.1. Call to Order - **Welcome and acknowledgment of Stó:lō territory**
- 1.2. Adoption of the Agenda
(THAT the agenda be adopted as circulated.)
- 1.3. Approval of the Minutes
(THAT the minutes of the November 27, 2018 Regular Public Board be approved as circulated.)

2. QUESTION PERIOD

3. PRESENTATION

- 3.1. Strategic Plan Update: Middle School Reconfiguration

4. ACTION ITEMS

- 4.1. Renaming G. W. Graham Middle Secondary to G.W. Graham Secondary
- 4.2. Audit Committee Report

5. INFORMATION ITEMS

- 5.1. Trustee Remuneration Options
- 5.2. BCSTA Report
- 5.3. Trustee Reports
- 5.4. Meeting Summary
- 5.5. **Next Board of Education Meeting: January 15, 2019 – 7:00 p.m.**

6. QUESTION PERIOD ON AGENDA ITEMS

7. ADJOURNMENT



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

Date of Meeting: Tuesday, November 27, 2018

Location: School District Office

Members Present:

Chair	Mr. D. Coulter
Vice-Chair	Ms. W. Reichelt
Trustee	Dr. D. Furgason
Trustee	Mrs. H. Maahs
Trustee	Mr. B. Neufeld
Trustee	Mr. D. Swankey

Regrets: Trustee Mr. J. Mumford

Staff Present:

Acting Superintendent	Mr. R. Arul-pragasam
Secretary Treasurer	Mr. G. Slykhuis
Assistant Secretary Treasurer	Mr. M. Friesen
Director of Human Resources	Ms. T. Ilersich
Director of Instruction	Mr. K. Savage
Executive Assistant	Ms. D. Vogel

1. CALL TO ORDER - School District Office

1.1. Call to Order

The Board Chair called the meeting to order at 7:00 p.m. - **Welcome and Acknowledgment of Traditional Stó:lō Territory.**

1.2. Adoption of the Agenda

152.18 Moved by: Trustee Neufeld
Seconded by: Trustee Swankey

THAT the agenda be approved as circulated.

CARRIED

1.3. Approval of October 2, 2018 Minutes

153.18 Moved by: Trustee Neufeld
Seconded by: Trustee Reichelt

THAT the minutes of the October 2, 2018 Regular Public Board meeting be approved as circulated.

CARRIED

1.4. Approval of Amended November 13, 2018 Inaugural Meeting Minutes

154.18 Moved by: Trustee Maahs
Seconded by: Trustee Swankey

THAT the minutes of the November 13, 2018 Inaugural Regular Public Board meeting be approved as amended to change "Trustee Oath of Office" to "Trustee Oath/Affirmation of Office."

CARRIED

2. QUESTION PERIOD

The Chair called for questions from the public.

No questions were received.

3. PRESENTATION – GRAHAM X

Chuck Lawson, Principal of GW Graham, teachers Ken Larsen, David Simington, Courtenay See, Louis Abraham and Marijke Campbell, EA Dane Geham and student Haley Lisks presented on Graham X.

Graham X started this year with 130 students enrolled in the program. Graham X is a cross-curricular, place-based and outdoor learning program that offers students the chance to experience our local environment. Students learn the curriculum of various courses through the lens of hands-on experiences. Students in Graham X develop an understanding of personal and social responsibility, working collaboratively, and thinking critically to explore issues and ideas associated with different topics in our community.

PRESENTATION – STRATEGIC PLAN UPDATE: MENTAL HEALTH LITERACY ENHANCING THE PATHWAY THROUGH CARE FOR YOUTH

David Manuel, District Principal Special Education, Brenda Calendino, District High Incidence Coordinator, Cathy Preibisch, Counsellor, Alyson King, Homebound & Alternate Support Coordinator and Jessica Adams-Louporet, Vice Principal, Chilliwack Secondary provided a Strategic Plan Update regarding mental health literacy.

Awareness of mental health and mental illness is rising across Canada. In the Chilliwack School District, we have embarked on a plan to enhance mental health literacy from K-12, ensuring that young people have the knowledge, attitudes and competencies to help themselves and others if necessary. Mental Health literacy has four components:

1. Understanding how to optimize and maintain good mental health
2. Understanding mental disorders and their treatments
3. Decreasing stigma
4. Enhancing self-seeking efficacy

Goal:

To increase Mental Health Literacy (MHL) and Social and Emotional Learning (SEL) for students, staff and parents across the district using a coordinated system-wide approach.

Objectives:

1. To increase MHL among the student services team as district leaders
2. To increase MHL among all principals and vice principals as school leaders
3. To provide Grade 9 teachers with training and resources to support the delivery of MHL within the Physical and Health Education 9 curriculum
4. To establish a team of “MHL/SEL champions” for each school (elementary and middle) who have the understanding and resources to develop a school-wide strategy for their site
5. To provide training in MHL and SEL for all education assistants
6. To provide ongoing specialized staff training and resources in MHL and SEL: Resource Teachers, Learning Assistance Teachers, Counsellors, Child and Youth Care Workers, Education Assistants, Inclusion Support teachers, In-house Alternate teachers
7. To provide all SD 33 staff with the opportunity to complete the self-paced online UBC course on MHL
8. To provide opportunities for SD 33 parents to be aware of mental health concerns using MHL training and resources

4. ACTION ITEMS

4.1. Budget Committee Report

155.18 Moved by: Trustee Reichelt
Seconded by: Trustee Furgason

THAT the Board of Education receive the Budget Committee Meeting Report of November 21, 2018 as presented.

CARRIED

5. INFORMATION ITEMS

5.1 BC Tripartite Education Agreement

Janet Hall, Director of Instruction, provided background on the British Columbia Tripartite Education Agreement and its implications for the Chilliwack School District. A renewed BC Tripartite Education Agreement: Supporting First Nation Student Success (BCTEA) was signed by Canada, British Columbia and the First Nations Education Steering Committee in July 2018.

5.2 Quarterly Financial Report

Gerry Slykhuis, Secretary Treasurer, presented the Quarterly Financial Report – September 30, 2018.

5.3 Budget Timelines/Financial Reporting

Gerry Slykhuis, Secretary Treasurer, reviewed the Budget Timeline and Financial Reporting for 2018/19.

5.4 Board Committees

Dan Coulter, Board Chair, provided an update on Trustee representation on Board Committees.

5.5 BCSTA Report

Trustee Swankey provided an update on the BC School Trustees' Association.

5.6 Trustee Reports

Trustee Coulter reported on the following:

- Laid Wreath at Sto:lo Cenotaph on Remembrance Day
- Conversations with new Mayor

Trustee Furgason reported on the following:

- Concern regarding proposed use of alleyway near Chilliwack Middle School for entrance into a new city development

Trustee Maahs reported on the following:

- Employee Long Service Recognition event
- Trustee Orientation
- East Chilliwack Elementary ongoing dialogue with PAC chair
- Chaired Audit Committee meeting
- Laid Wreath at Vedder Cenotaph on Remembrance Day

Trustee Reichelt reported on the following:

- Chaired Budget Committee meeting
- Attended the BCSTA FV meeting

Trustee Swankey reported on the following:

- Thank you to District staff for Trustee onboarding process
- Attended the BCSTA FV meeting
- Employee Long Service Recognition event
- Budget Committee meeting
- Central Elementary PAC Fundraiser
- Audit Committee meeting
- Heritage Chilliwack grant program for field trips

5.7 October 16, 2018 In-Camera Board Meeting Summary

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

Staff: Evelyn Novak, Gerry Slykhuis, Tamara Ilersich, Donna Vogel

1. Property Purchase
2. Public Sector Executive Compensation Report
3. Human Resources Report
4. BCPSEA Report

5.8 November 1, 2018 Special In-Camera Board Meeting Summary

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

Staff: Gerry Slykhuis

1. Superintendent Medical Leave
2. Human Rights Complaint

5.9 Next Board of Education Meeting Date

**Tuesday, December 11, 2018
7:00 pm
School District Office**

6. QUESTION PERIOD ON AGENDA ITEMS

The Chair called for questions from the public regarding agenda items.

Questions were received regarding:

- How questions and answers related to the Public Budget Presentation will be dealt with during the April 30, 2019 Regular Public Board meeting. This will be considered by the Budget Committee.
- How the District handles budget surpluses. Surpluses go into unrestricted reserve funds and, coming up, will be used to fund the new Southside school and additional portables.

7. ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

Board Chair

Secretary-Treasurer

BOARD OF EDUCATION

PRESENTATION

DATE: December 11, 2018
TO: Board of Education
FROM: Kirk Savage, Director of Instruction
RE: **Middle School Reconfiguration Update**

BACKGROUND:

Kirk Savage, Director of Instruction, will provide the Board an update on Middle School Reconfiguration with a focus on Pillars, Play and Pedagogy.

1. Middle School Pillars:
 - a. Advisory
 - b. Exploratory
 - c. Teaming
 - d. Collaboration
2. Play
3. Pedagogy:
 - a. High Quality Instruction
 - b. Data Driven Decision Making
 - c. Timely and Targeted Intervention
 - d. Collective Responsibility

BOARD OF EDUCATION

DECISION REPORT

DATE: December 11, 2018

TO: Board of Education

FROM: Rohan Arul-pragasam, Acting Superintendent

RE: RENAMING G.W. GRAHAM MIDDLE SECONDARY SCHOOL

RECOMMENDATION:

THAT the Board of Education approve the renaming of G.W. Graham Middle Secondary School to G.W. Graham Secondary School.

BACKGROUND:

G.W. Graham Middle Secondary opened its doors in September 2006 as a grade 7-10 school and added a grade each year for the next two years, with an official opening by the Board of Education in November 2006. The first graduating class at G.W. Graham Middle Secondary was in June 2009.

2006-07 – gr. 7 to 10

2007-08 – gr. 7 to 11

2008-09 – gr. 7 to 12

On March 7, 2017 at its public meeting the Board of Education passed a motion to approve the reconfiguration of Chilliwack Schools to K to grade 5, grade 6 to grade 8 and grade 9 to grade 12, with the exceptions of Rosedale as K to grade 8 and G.W. Graham as grade 9 to grade 12, that implementation not occur before fall 2018, and that the Board of Education be provided with regular reports regarding implementation plans and consultation.

In September 2018, G.W. Graham Middle Secondary commenced the school year with students from grades 8-12, with incoming grade 7 students now attending Mount Slesse Middle School, as part of the reconfiguration plan approved by the Board of Education. In September 2019, the existing grade 8s will transition to grade 9, with G.W. Graham Middle Secondary transitioning to a grade 9-12 grade configuration school, similar to the grade configuration of the other two high schools and the District Alternate School.

In spring 2018, the Ministry of Education Data Management Branch closed the G.W. Graham Middle Secondary School number (03333043) and assigned the school a new school number (03333044) to reflect the new grade structure (8-12) for September 2018.

Board Regulation 809.1: Naming and Re-Naming of Facilities states in Part B – Re-Naming an Existing Facility: “The Board may consider a request to re-name an existing facility or part of a facility and the decision on any facility’s name will be made at a public Board Meeting.” The recommendation to delete “Middle” from the school name is aligned with Ministry definition of a grade structure at a secondary school.

BOARD OF EDUCATION

DECISION REPORT

DATE: December 11, 2018
TO: Board of Education
FROM: Heather Maahs, Audit Committee Chair
RE: **AUDIT COMMITTEE REPORT**

RECOMMENDATION:

THAT the Board of Education receive the Audit Committee Meeting Report of November 26, 2018 as presented.

Minutes



AUDIT COMMITTEE MEETING

Meeting Held Monday, November 26, 2018 – 3:00 p.m.
School District Office

Attendance:	Heather Maahs David Swankey Don Davis	Chair Trustee Community Member
Staff:	Rohan Arul-pragasam Gerry Slykhuis Mark Friesen Cathy Meeres	Acting Superintendent Secretary Treasurer Assistant Secretary Treasurer Executive Assistant (Recorder)
Regrets:	Barry Neufeld	Trustee

1. CALL TO ORDER

Meeting was called to order at 3:03 p.m.

2. APPROVAL OF AGENDA

Mover: David Swankey
Second: Don Davis

THAT the agenda be approved as circulated.

CARRIED

3. APPROVAL OF MINUTES

Mover: Don Davis
Second: Heather Maahs

THAT the minutes of the September 10, 2018 meeting be approved as circulated.

CARRIED

4. EVALUATION PROCESS – FINANCIAL AUDIT SERVICES RFP

Mark Friesen, Assistant Secretary Treasurer, reviewed the timelines for the Request for Proposal (RFP) providing an explanation of the Evaluation Summary and details on the evaluation process.

A Mandatory Information meeting was held for proponents on November 14, 2018. The RFP was posted on BCBid October 30, 2018 and closes on December 3, 2018.

Following this, copies of the proposals received will be sent to Committee members for review and evaluation. A formal evaluation and selection process will take place at the Committee meeting on January 21, 2019. Evaluation results will be presented to the Board at its meeting on January 29, 2019.

The successful proponent will commence their work with the district for the 2018/19 fiscal year. The term will be for five (5) years without an option to extend.

5. ADJOURNMENT

The meeting was adjourned at 3:32 p.m.

DRAFT

BOARD OF EDUCATION

INFORMATION REPORT

DATE: December 11, 2018
TO: Board of Education
FROM: Gerry Slykhuis, Secretary Treasurer
RE: **TRUSTEE REMUNERATION OPTIONS**

BACKGROUND:

Currently one-third of the trustee stipend is designated as a non-accountable expense allowance, which is non-taxable. Effective January 1, 2019 income tax laws have changed and require that an employee pay income tax on all non-accountable allowances.

Boards may continue to use non-accountable expense allowances after 2018 but they will generally be included in the income of the trustee and will be taxable effective January 1, 2019. As well, the inclusion of the non-accountable expense allowance in taxable income also makes it subject to Canada Pension Plan (CPP) deductions.

The following estimate of the impact of this change is based on the assumption of single income with basic deductions.

	2018 Breakdown				2019	
	Taxable	Non-Taxable	2018 Total	Est. Tax & CPP (based on taxable portion)	Est. Tax & CPP (based on total amount)	Difference
Trustee	\$12,862	\$6,431	\$19,293	\$ 692.68	\$2,301.07	\$1,608.39
Vice Chair	\$13,505	\$6,753	\$20,258	\$ 853.57	\$2,542.42	\$1,688.84
Chair	\$14,149	\$7,074	\$21,223	\$1,014.47	\$2,783.76	\$1,769.29

In addition to a stipend, trustees also receive the following:

- a) Communication Allowance (internet and phone) - \$600/year
- b) Travel/Professional Development (Pro-D) - \$2,500/year
- c) Mileage for travel outside of the district - 0.55/km
- d) Meal Allowance - Breakfast \$10/Lunch \$17/Dinner \$24.50 or Daily \$51.50
- e) Laptop or Tablet

- f) Cell phone for Chair
- g) Board photographs, name tags, business cards
- h) Reimbursement for misc. items such as toner cartridges, etc.

The board may wish to adjust the amount of the trustee stipend in light of the change in the taxable status of non-accountable allowances starting in 2019. The board may also wish to review expense reimbursement policies.

BOARD OF EDUCATION

BOARD REPORT

DATE: December 11, 2018

TO: Board of Education

FROM: David Swankey, BCSTA Representative

RE: BC SCHOOL TRUSTEES' ASSOCIATION REPORT

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

MEETING SUMMARY

In-Camera Meeting – November 27, 2018

Trustees: Dan Coulter, Willow Reichelt, Darrell Furgason, Heather Maahs, Barry Neufeld, David Swankey

Staff: Rohan Arul-pragasam, Gerry Slykhuis, Tamara Ilersich, Kirk Savage, Donna Vogel

1. Human Rights Complaint
2. HR Report
3. BCPSEA Report