

**EDUCATION COMMITTEE**  
**Reporting to Public Session on Tuesday, January 28, 2020**

The Education Committee met on Monday, January 13, 2020 at 4:00 pm. In attendance were Trustees Gary Wong (Chair), Peter Cech and Jen Mezei, DPAC Representative Maria Gunner, and Assistant Superintendent Wanda Mitchell.

**1. Board / Authority Authorized (BAA) Courses**

Jeannette Laursoo, Director of Instruction, presented rationale for four new Board / Authority Authorized (BAA) courses including *Business and Organizational Behaviour 12*, *Advanced Algebra 12*, *Farsi Introductory 11*, and *Farsi 11*. Business and Organizational Behaviour 12 will foster interpersonal skills among students that will help them become successful as individuals, team members, and leaders as they transition into their careers. Student in Advanced Algebra 12 will investigate how algebra can be useful in modern disciplines, such as programming and actuary, and how to apply these skills in a non-traditional and proficient manner. Farsi Introductory 11 will explore the basic vocabulary and fundamentals of Farsi grammar, structure, and pronunciation as well as reading, writing and listening, while students learn about the arts and culture of Farsi speaking nations. The complexity of the vocabulary, grammar, structure and pronunciation will be increased in Farsi 11, as students further develop their skills in reading, writing, and listening.

Recommendation: THAT the Board of Education receive and approve the following new Board / Authority Authorized courses: *Business and Organizational Behaviour 12*, *Advanced Algebra 12*, *Farsi Introductory 11*, and *Farsi 11*.

**2. Multi-Age Cluster Class (MACC) and Bringing Exceptional Thoughts Alive (BETA) Mini School Programs Update**

One of the goals of the Board's Strategic Plan is to engage students in individualized, relevant and innovative learning opportunities. In order to meet the objectives of the Strategic Plan, which includes the expansion of program options that meet the needs and interests of our student population, we will be undertaking a formal review of our current programs of choice including The MACC and BETA Mini School Programs for advanced learners. The process of and progress on the overall program review, including the review of our Advanced Learning Programs, will be reported through the Education Committee of the Board.

Jeannette Laursoo, Director of Instruction and Emily Ginter, District Helping Teacher for Advanced Learning presented an update on the MACC and BETA Mini School Programs.

The MACC Program, is a full-time program for advanced learners in Grades 4 - 7 and consists of a Grade 4/5 and a Grade 6/7 class at both Capitol Hill and Suncrest Elementary

schools. It is an inquiry-based program for high-ability learners seeking heightened cognitive and creative challenge in a supportive classroom community.

The BETA Mini School at Alpha Secondary is designed to support advanced learners in Grades 8-12. A humanities specialist teacher and a math/science specialist teacher work closely together to teach interdisciplinary lessons and provide field study opportunities in grades 8 and 9. Humanities continues to be taught in grades 10 through 12. All students complete an independent studies project, which provides them with the opportunity to research an area of interest. The BETA Mini School will have its first graduating class this year.

The committee was provided an update on professional development opportunities available for teachers of the Advanced Learning Programs as well as the role of the Advanced Learning Helping Teachers. Implications of the redesigned curriculum on The BETA Mini School Program, as well as student enrolment trends were also shared with the committee.

Recommendation: THAT the Board of Education receive this information.

### **3. Adjournment**

The meeting adjourned at 5:30 pm.

### **4. Next Meeting**

The next committee meeting will take place on Monday, February 3, 2020 at 4:00 pm.

**FINANCE COMMITTEE**  
**Reporting to Public Session Tuesday, January 28, 2020**

The Finance Committee met on Monday, January 27, 2020 at 6:50 pm. In attendance were Trustees Gary Wong (Chair), Bill Brassington, Peter Cech, Christine Cunningham, Larry Hayes, Ryan Stewart and Jen Mezei; Superintendent of Schools Gina Niccoli-Moen and Secretary-Treasurer Russell Horswill.

**1. 2018/2019 Amended Operating Budget**

Mr. Russell Horswill, Secretary Treasurer provided the committee with an update of the 2019/2020 Amended Operating Budget. The 2019/2020 Amended Annual Budget will be presented to the February 25, 2019 public board meeting for approval.

Recommendation: THAT the Board of Education receive this information.

**2. Draft 2020/2021 Status Quo Operating Budget**

Mr. Horswill reviewed with the committee the draft 2020/2021 Status Quo Budget, including the process and timelines. Key dates include:

- February 18 – Provincial government budget announcement
- February 25 - Board approval of the 2019/2020 Amended Annual Budget
- March 13 – anticipated Ministry announcement of the 2020/2021 preliminary operating grant funding
- April 28 – Board approval of the 2020/2021 Annual Budget
- April 30 – Budget Bylaw submitted to the Ministry of Education

The budget process will include use of the district's website to provide information on the district's budget process, budget details and related information and to seek input from the public on budget priorities and related issues. Partner group participation will play a key role in the budget development process. The Board will hold a public budget meeting in April and full details for this meeting will be made available in the near future.

The 2020/2021 status quo operating budget will be presented in February, and will include projected student enrolment, budget assumptions and projected cost factors. Staff will continue to review all budget issues and assumptions and an updated draft 2020/2021 status quo operating budget will be presented at the next Finance Committee.

Recommendation: THAT the Board of Education receive this information.

### **3. Budget Calendar**

The budget meetings scheduled through the budget process in March and April were confirmed.

### **4. Adjournment**

The meeting was adjourned at 7:45 pm.

**POLICY COMMITTEE**  
**Reporting to Public Session, Tuesday, January 28, 2020**

The Policy Committee met on Monday, December 16, 2019 at 5:30 pm. In attendance were Trustees Jen Mezei (Chair), Peter Cech and Ryan Stewart, Superintendent of Schools Gina Niccoli-Moen, Secretary-Treasurer Russell Horswill and Assistant Superintendent Heather Hart for item 2.

**Policy Development:**

**1. Policy No. 2.50.00 Whistle-Blower Protection**

Staff advised the committee that Policy No. 2.50.00 Whistle-Blower Protection is being circulated internally for comment. A final draft policy with Administrative Procedures will be presented at the January 20, 2020 Policy Committee meeting.

Recommendation: THAT the Board of Education receive this information.

**2. Policy No. 5.14.00 Physical Restraint and Seclusion**

The committee received an updated draft policy on Physical Restraint and Seclusion with attached Regulation. Staff presented a draft Administrative Procedure. A final draft policy with Administrative Procedures will be presented at the January 20, 2020 Policy Committee meeting.

Recommendation: THAT the Board of Education receive this information.

**New Items:**

**3. Provision of Menstrual Products to Students**

The committee was advised of the Ministerial Order on the Provision of Menstrual Products. Staff will develop an Administrative Procedure to be presented at a future Policy Committee meeting.

Recommendation: THAT the Board of Education receive this information.

**4. Policy No. 7.10.00 Smoking and Smoke-Free Environment**

The committee requested that Policy No. 7.10 Smoking and Smoke-Free Environment be amended to include vaping. A revised policy will be presented at the January 20, 2020 Policy Committee meeting.

Recommendation: THAT the Board of Education receive this information.

#### **5. Policy No. 4.05.00 Workplace Bullying & Harassment Prevention**

The committee was advised that a minor amendment is required to Policy No. 4.05 Workplace Bullying & Harassment to comply with WorkSafe BC regulations. A revised policy will be presented at the January 20, 2020 Policy Committee meeting.

Recommendation: THAT the Board of Education receive this information.

#### **6. Adjournment**

The meeting was adjourned at 5:55 pm.

#### **7. Next Meeting**

The next Policy Committee meeting will be held on Monday, January 20, 2020 at 5:00 pm.

**POLICY COMMITTEE**  
**Reporting to Public Session, Tuesday, January 28, 2020**

The Policy Committee met on Monday, January 20, 2020 at 4:00 pm. In attendance were Trustees Jen Mezei (Chair), Peter Cech, Ryan Stewart and Christine Cunningham, Superintendent of Schools Gina Niccoli-Moen, Secretary-Treasurer Russell Horswill and DPAC Representative Dave Dye.

**Policy Development:**

**1. Policy No. 4.05.00 Workplace Bullying and Harassment Prevention**

Staff presented an amendment to the Workplace Bullying and Harassment Prevention Administrative Procedures to incorporate a reference to the BTA and CUPE Collective Agreement Language. The changes being presented to the Board are administrative in nature and do not require a Notice of Motion circulation period.

Recommendation: THAT the Board of Education approve Administrative Procedures No. 4.05.AP as presented.

**2. Policy No. 7.10.00 Smoking and Smoke-Free Environment**

Staff presented changes to Policy No. 7.10 Smoking & Smoke-Free Environment to incorporate vaping and to incorporate administrative updates. The changes being presented to the Board are administrative in nature and do not require a Notice of Motion circulation period.

Recommendation: THAT the Board of Education approve Policy No. 7.10.00 and Regulations and Procedures No. 7.10.01 Smoke & Vape Free Environment as presented.

**3. Policy No. 2.50.00 Whistle-Blower Protection**

Staff advised the committee that Policy No. 2.50.00 Whistle-Blower Protection was circulated internally for comment, and no recommendations were received. A final draft policy with Administrative Procedures was presented by staff.

Recommendation: THAT the Board of Education approve Policy No. 2.50.00 and Administrative Procedure No. 2.50.AP Whistle-Blower Protection for circulation as Notice of Motion.

#### **4. Policy No. 5.14.00 Physical Restraint and Seclusion**

The committee received an updated draft of Policy No. 5.14.00 Physical Restraint and Seclusion with attached Regulations. Staff presented a draft Administrative Procedure. The committee reviewed the final draft and incorporated final changes.

Recommendation: THAT the Board of Education approve Policy No. 5.14.00 and Regulations No. 5.14.01 and 5.14.AP Physical Restraint and Seclusion for circulation as Notice of Motion.

#### **New Items:**

#### **5. Policy Committee Meeting Start Time Change**

The Committee discussed the start time of the Policy Committee and agreed that future meetings will start at 4:00 pm.

Recommendation: THAT the Board of Education receive this information.

#### **6. Adjournment**

The meeting was adjourned at 5:02 pm.

#### **7. Next Meeting**

The next Policy Committee meeting will be held on Monday, April 20, 2020 at 4:00 pm.