

**MINUTES**

**REGULAR MEETING OF THE BOARD OF EDUCATION OF  
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

**MERRITT SCHOOL BOARD OFFICE BOARDROOM  
WEDNESDAY, JANUARY 15, 2020, 6:00 P.M.**

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*Success for ALL Learner Today and Tomorrow on the Traditional Territories of the Ne?kepmux and Syilx*

PRESENT:	Chairman	G. Comeau
	Trustees	B. Jepsen L. Ward G. Swan E. Hoisington
	Student Trustees	-
	Superintendent	S. McNiven
	Assistant Superintendent	J. Aziz
	Secretary Treasurer	B. Ross
	Assistant Secretary Treasurer	D. Richardson
	Executive Assistant	S. Blonde

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**AGENDA**

20/011 It was moved and seconded:  
THAT the revised agenda be approved as presented.

**MOTION CARRIED UNANIMOUSLY**

**MINUTES**

20/012 It was moved and seconded:  
THAT the revised minutes of the Regular meeting held December 11, 2019, be adopted as circulated.

**MOTION CARRIED**

## **EDUCATION COMMITTEE**

### **Vaping Response Procedures**

Assistant Superintendent Aziz distributed a memo and requested the Board's feedback regarding the appropriate age to begin educating students about vaping/smoking, what resources to provide students and parents, and what off property vaping rules should look like.

The Board would like to thank Assistant Superintendent Aziz along with Audrey Ackah at the BCSTA, for their dedicated work on this project, which will provide clear direction and continuity throughout the district and the province.

### **BC Adolescent Health Survey Report and EDI Report**

The Superintendent provided two documents titled "Balance and Connection in Thompson Cariboo Shuswap: The Health and Well-Being of Our Youth" and "EDI BC: 2019 Provincial Report". The Superintendent provided an overview of each report.

Kindergarten teachers tested over 43,000 children and reported out on these early learners helping to compile the data for the EDI BC" 2019 Provincial Report. The data consists of students' developmental skills, mental and physical health, and much more.

The Balance and Connection in Thompson Cariboo Shuswap: The Health and Well-Being of Our Youth was a more detailed report on difficult but important topics concerning the youth in our district. Topics such as safety in the schools and community, mental and physical health, substance use, sleep deprivation, suicide rates and self harming.

### **Strategic Planning Update**

The Superintendent circulated a memo providing a timeline of events related to the strategic planning process. He also spoke to further progress for the consultation work taking place in January and February 2020.

### **Local Education Agreement**

The Superintendent circulated a memo along with the draft Local Education Agreement. He reported that all five communities have provided their input and would like the Board's approval.

20/013

It was moved and seconded:

THAT the Local Education Agreement is approved in Principle.

**MOTION CARRIED**

### **Board Authority Authorized Courses**

The Assistant Superintendent circulated a memo and provided the Board with a proposed Board/Authority Authorized Course.

20/013

It was moved and seconded:

THAT approval be given for the following Board/Authority Authorized Course:

- Essentials of Fire Fighting 12

**MOTION CARRIED**

It was also requested that the Essentials of Fire Fighting 12 course include Post Traumatic Stress Disorder education.

### **Field Trip**

20/014

That the following field trip be approved in Principle pending review of all documentation:

Collettville Elementary School's field trip to Montreal, Quebec for Carnival on February 7-12, 2020.

**MOTION CARRIED UNANIMOUSLY**

### **Superintendent's Report**

The Superintendent circulated a Superintendent's Report and informed on the following activities happening in the district:

- Strong Start and Early Learning Framework
- Diploma Verification Reviews – Ensuring students are on a path to graduation
- Merritt Central Elementary students arrived at school by firetruck
- Post secondary transitions – Student visits to Thompson Rivers University
- SD58 Fine Arts – Poe: Dreams of Madness
- Appreciation for Parent Advisory Council Members
- Winter weather – Stay connected and stay safe
- CNC plasma cutter at Merritt Secondary
- Gratitude for the continued support from Nicola Valley Institute of Technology

## **OPERATIONS COMMITTEE**

### **December Facility Upgrade and Maintenance**

A memo was distributed by the Operations Manager and the Secretary Treasurer provided the Board with an update of maintenance operations for the month of December. Recently completed projects include replacing an aging boiler at Merritt Secondary, upgrades to fencing, baseball backstop, basketball backboards, public address (PA) system upgrade, and various painting. The final bus is to arrive soon which has wheelchair access and will be placed according to its need throughout the district.

## **AUDIT AND FINANCE COMMITTEE**

### **Ministry of Education Funding Announcement**

The Secretary Treasurer circulated a memo and informed the Board on the Ministry of Education's Interim Operating Grants announcement. The District will receive a total of \$23,813,893 in operating grant funding. Adjustments will be made to the Amended Annual Budget to incorporate this funding. The Ministry additionally updated their Summary of Grants to Date which will be accounted for in our Amended Annual Budget.

### **2020/2021 Budget Process**

The Secretary Treasurer circulated a memo and discussed the upcoming budget planning process and proposed key dates for the Trustees' consideration. Trustees confirmed the dates that will work for their schedules. The dates will be posted to the district website.

### **Statement of Financial Information Report**

The Secretary Treasurer circulated a memo and informed Trustees that the Statement of Financial Information report has been filed with the Ministry of Education, as per the Financial Information Act.

### **Per Diems and Mileage Rates**

The Secretary Treasurer circulated a memo and referred to Policy No. 205.1 while advising Trustees of the mileage rate increase from \$0.58/km to \$0.59/km which is effective January 1, 2020. In addition, per diem rates have been increased to:

Breakfast	\$11
Lunch	\$17
Dinner	\$25
Full Day	\$53

This increase is to pair with the BC School Trustees' Association (BCSTA) per diems rates. If the BCSTA rates increase again after the 2020 Provincial Council meeting, the District will match those rates accordingly.

## **POLICY COMMITTEE**

### **205.3 Trustee Code of Conduct**

The Superintendent distributed a memo and the draft Trustee Code of Conduct policy.

20/015 It was moved and seconded:

THAT the following draft policy be read for a second time:

- 205.3 Trustee Code of Ethics and Conduct

**MOTION CARRIED UNANIMOUSLY**

20/016 It was moved and seconded:

THAT the following draft policy be read for a third and final time, finally passed and adopted:

- 205.3 Trustee Code of Ethics and Conduct

**MOTION CARRIED UNANIMOUSLY**

### **504.4 Menstrual Products in Schools**

The Superintendent distributed a memo and the draft Menstrual Products in Schools policy.

20/017 It was moved and seconded:

THAT the following draft policy be read for a second time:

- 504.4 Menstrual Products in Schools

**MOTION CARRIED UNANIMOUSLY**

20/018

It was moved and seconded:

THAT the following draft policy be read for a third and final time, finally passed and adopted:

- 504.4 Menstrual Products in Schools

**MOTION CARRIED UNANIMOUSLY**

### **Annual Policy Reviews**

The Assistant Superintendent distributed a memo and informed the Board of his findings after reviewing all policies of the District. He provided a list of policies that need to be reviewed annually. The Policy Committee will review the list accordingly.

### **TRUSTEE REPORTS**

#### **Trustee Reports**

The following Trustees reported on recent PAC meetings:

Trustee Swan reported on Merritt Bench Elementary and Merritt Secondary.  
Trustee Hoisington reported on Nicola-Canford Elementary.  
Trustee Ward reported on Princeton Secondary.  
Trustee Jepsen reported on Diamond Vale Elementary and Merritt Central Elementary.  
Trustee Comeau reported on John Allison Elementary.

#### **Other Reports**

Former School District No. 17 Princeton Teacher Ken Carlson passed of complications due to MS. The Board Chair will attend the service.

### **CORRESPONDENCE**

#### **Town of Princeton Child Care – Letter of Support**

The Chair provided a copy of a letter received from the Town of Princeton requesting a letter of support from District to assist the Town in obtaining a Child Care Planning program grant. However the letter should clearly request that the district wishes to be included on the process.

**BC School Trustees Association Leadership Series**

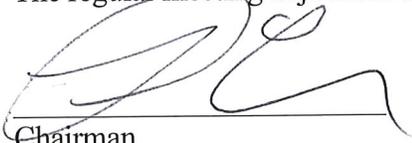
The Chair provided a copy of an invitation for Trustees to participate in the BCSTA Leadership Series sessions. Trustees agreed to attend the April 3, 2020 session in Kamloops.

**PUBLIC QUESTION PERIOD**

None

**ADJOURNMENT**

The regular meeting adjourned at 7:25 p.m.

  
Chairman

  
Secretary Treasurer