



AGENDA

**December 6, 2012 – 7pm
District Resource Centre
6843 Central Saanich Road
Victoria BC V8Z 5V4**

- 1) Welcome and Introductions
- 2) Approval of the Agenda
- 3) Approval of the Minutes – Attached
- 4) Reports from COPACS executive
 - a. President: Nancy Borden
 - b. Board Committee rep: James Taylor/Barb Schultz (attached)
 - c. Treasurer – Tom Nieman
- 5) Reports from STA – Sean Hayes
- 6) Report from Board Office – Monica Schulte
- 7) Reports from CUPE – Nathan Stevens
- 8) Old Business
- 9) New Business
- 10) Next Meeting – Jan 10, 2013 – 7pm
- 11) Motion to Adjourn



General Meeting Minutes

Nov 1, 2012 – 7:00 pm

District Resource Centre
6843 Central Saanich Road
Victoria BC V8Z 5V4

Attendees:

COPACS Executive: Nancy Borden, Martine Lunke, Tom Niemann, Barb Schultz, James Taylor, Heather Carley, Sarah Ommundsen.

PAC delegates and parents: Melissa Drolet, Jennifer Langard, Amanda Hippolt, Steve Cooper.

Board Office: Nancy McDonald.

Board of Education: Jim Standen, Tim Dunford.

CUPE: Dean Coates

1) Welcome and Introductions

2) Approval of the Agenda

Motion to approve the agenda: 1) Melissa Drolet, 2) Sarah Ommundsen. Motion passed.

3) Approval of the minutes from the October 4, 2012 meeting.

Motion to approve the minutes. 1) Barb Schultz, 2) Amanda Hippolt. Motion passed.

4) Reports from COPACS executive

a. President: Nancy Borden

The Policy 1100 meeting was very well attended and productive. Thank you to all the parents, COPACS executive members and teachers who attended.

The Graduation Requirements meeting will take place on Thursday Nov 8 from 4 to 7 pm at SG Willis school. Six parents from the district have signed up to attend.

b. Board Committee Reps: Barb Schultz, James Taylor.

There have been no new meetings since the last COPACS meeting, so the reports will be submitted and discussed in December.

c. Treasurer Tom Niemann

The signing authority has officially been transferred to the new executive. The \$2,500 grant from BC Gaming has been received. COPACS now has a total of \$12,565.96 in its accounts, with \$3,400 of commitments against that.

5) Reports from CUPE: Dean Coates

CUPE and SD63 have successfully negotiated a letter of understanding regarding CUPE staff compensation as it relates to the Spring closure.

A letter of understanding is also being negotiated on the use of the Learning Improvement Fund to improve staffing. Many additional educational assistants have been hired and, as a result, the replacement list has been absorbed. This could

lead to a shortage of replacements. Additional funds have been allocated to EAs to recognize unpaid work. CUPE is hoping for the establishment of education standards for EAs throughout BC.

6) Reports from the Saanich Teachers Association-Sean Hayes-regrets

7) Reports from Board Office- Nancy McDonald

Part of the Learning Improvement Fund is being used to hire more Educational Assistants and to provide each EA with 30 minutes a week of paid time after school hours to communicate with teachers, do some planning and attend IEP meetings.

There is a shortage of Educational Assistants and the student need is high. Camosun College offers a year-long program with 30 seats. Another program at SG Willis has been cancelled. SD63 is working on offering its own EA program.

The province's new Smartphone anti-bullying app is expected to come out before Christmas. Students will be able to report bullying anonymously: the information will go directly to the administration of the appropriate school. SD63's Threat Assessment Protocol is almost ready and there will be a meeting to review it with the various community partners. The School safety teams are being assembled according to ERASE. There seems to be a heightened awareness of the issue of bullying after the tragic death of Amanda Todd, with an increased number of communications to the School Board on this issue.

The Education Directions Committee of the Whole meeting will be held on Monday November 5 at 7 pm in the Learning Commons room of Claremont school. There will be a presentation from the innovation team and reports from all the ongoing pilot projects in the school district. The researchers from the University of Victoria who are attached to each pilot project will be present. It is an open meeting and all interested parents can attend.

8) Report from the School Board: Jim Standen.

The work of the Education Directions Committee is critical to the school board and having committee of the whole meetings in the evenings will allow more people to participate. SD63 has obtained permission to devolve the property on which the old North Saanich Middle School was located. The property will be subdivided and sold, bringing some much needed capital funds to the school district.

The provincial government is doing a review of the bargaining process and the school board has been asked to provide comments on behalf of the school district.

9) Old Business

Response re: motion put forward last month on special needs bussing. The motion was presented at the last school board meeting. The Chair of the Board has committed to providing a response, but has not done so yet.

10) New Business:

It would be useful to have some money allocated for parent education that could be used for things that come up between COPACS meetings.

A motion was put forward by Sarah Ommundsen, seconded by Barb Schultz, to allocate \$500 for parent education, to pay for speakers or refreshments. The motion was passed.

Royal Oak Middle School is interested in organizing a parent education night on cyber-bullying. This event would include students in grades 5 to 9 and their parents/guardians. There would first be a presentation and then the students and parents would be separated for additional discussions. The details are still being worked out. There was also mention of inviting Darren Laur of Personal Protection Systems to give a talk, in which case the event would probably have to be postponed until February.

A motion was put forward that Sarah Ommundsen support Brenda Chan-Popham of ROMS in booking Darren Laur for a parent education night.

1. Sarah Ommundsen, 2. Melissa Drolet. Motion passed

Heather Carley would like SD63 to do more work on the power of language in the schools. She has heard words such as "retard" or "retarded" used in schools by students and staff, with no consideration given to how hurtful these words can be to some. She suggested that we "spread the word to end the word". She would like SD63 to have an "exclude none" policy, as opposed to an inclusion policy. Nancy McDonald commented that any initiative should not be limited to one word, as it is likely that there are many other potentially hurtful words in use in schools. She suggested that COPACS could create a sub-committee focused on anti-bullying issues as part of the ERASE process.

Amanda Hippolt reported that the Canadian Parents for French executive would like to be included as a partner at COPACS meetings and at events such as the Policy 1100 meetings and would like to receive a specific invitation to attend as such.

Motion to adjourn the meeting: 1. Heather Carley, 2. James Taylor. Motion passed.

Finance and Facilities Committee

November 6th, 2012

A. Presentations and Questions

1. Kimanda Jarzebiak, Chair, Boulders Climbing Gym Society not able to attend. Presentation regarding the national championships in May 2013 will occur at the next board meeting,

B. Items for discussion

1. Letter from Teachers' Pension Board of Trustees regarding 2011 Actuarial Valuation Report. Monica Schulte, Secretary – Treasurer, updated the committee that the district will be expected to increase its contribution starting in July 2013. The increase is to offset the costs of the plan being 96% funded as opposed to the 2008 rate of 96%. Members and employers will have to each raise their contribution by 1.3%.

C. Items for recommendation

1. Briefing Note From Facilities and Letter from K. Jarzebiak Re: waving facility rental fees for the Boulder Climbing Gym Society hosting of Worlds and Nationals
Boulders would like to see the districts rental fee waived for its upcoming worlds and nationals rock climbing tournaments. Trustee Hunter was in favour of request as it will be an opportunity to “brand” and “market” the districts climbing academy which would benefit the district through increased enrollment and funds. Kim Milburn, Director of facilities, outlined that the district could do 1 of 3 things: a) charge community use rates, b) charge cost recovery c) no cost. District staff recommend the first option of community use rates.
2. Disposal of real property Bylaw No. 3-2012 (old North Saanich Middle School)
Sidney Counsel has approved the sale of the North Saanich Middle School so now the districts bylaws will be amended to allow the sale to go through.
3. 2013/14 budget timelines
Timelines will be similar to what was done last year. Some discussions about having the board hold a working group in January.
4. Briefing note regarding 2011/2012 school surpluses
Briefing Note from Nicole Bittante, Director of Finance, was given for information outlying any deficits or surpluses in the district as of June 30, 2012. There were no deficits at year end, with 11 schools reporting a surplus greater than 10 % of their annual budget. Surpluses ranged from 1% (Lochside Elementary) to 29% (Prospect Lake).
5. Briefing Note regarding Fortis Thermal Energy Services Proposal
Kim Milburn, Director of Facilities shared information and next steps. Fortis is a private energy provider that is governed by the B.C. Utilities Commission. Fortis is trying to expand its current business practice beyond the selling of natural gas to a new model where it would deliver an end product of heat (i.e. it not only provides electricity and natural gas but it would also provide the equipment needed to deliver the end product to the users such as heat). Delta and Abbotsford have already entered into agreements with Fortis. If we went ahead the deal would see the district selling all of its heating equipment to Fortis. The Company would then take over and be responsible for the maintenance and upgrades to the heating systems and deliver heating to our buildings for a fee. The hope is that the this type of arrangement would be a way to upgrade the districts infrastructure to make it more energy efficient at a time when it does not have the capital resources to do so. The board will have to decide whether or not to continue negotiations with Fortis as this will be the last point to back out of the deal with no financial risk or commitments.

D. Items for Information. No items

E. Future Agenda Items. None

Policy Development Committee

Tuesday Nov. 6th, 2012

A. Presentations and Questions

None

B. Items for discussion

None

C. Items for Recommendation

1. Policy 1120 (School Planning Councils [SPCs]).

As a result of Bill 22 policy 1120 needs to be amended. Specifically, the section requiring principals to meet the SPC's within the first 15 days of school to consult was deleted. COPAC's Reps also requested minor editorial changes to reflect the current 3 yr planning cycle.

2. Policy 1330 (school and district Planning for Student achievement).

Three changes are requested to make the preamble and policy statements accurately reflect current practices and logistics:

- District level priorities are now determined by examining school plans.
- Submission date for school plans will be changed from April 15 to May 15.
- The Enhancement Agreement needs to be mentioned in the preamble to this policy as it also supports student achievement initiatives.

3. Policy 2420 (Site and Facility Capital Planning)

Policy 2420 (Shared Undertakings) was renamed and "fleshed out" (basically rewritten) to provide more detail on what constitutes a good school or facilities consultation.

4. Policy 3300 (school Bus Transportation)

Housekeeping changes:

- Added the option of using post dated cheques to pay user fees
- Updated full day kindergarten
- Fee schedule for before after school care program busing

5. Policy 5720 (Excluded Staff Time Reporting)

This policy was created on recommendation of the District's Auditing firm to ensure that there is administrative consistency across the district

6. Policy 5280 (Expense Reimbursement and Request for Cheques)

Also on recommendation from the district's auditing firm, this policy is intended to ensure proper documentation and consistency across the district.

D. Items For Information

1. Policy 4020 (residency Entitlement to a Tuition Free Public Education Program)

- Minor changes to administrative procedures (drivers license can be used as proof of residency)

2. Form 3040- B (School Use of Private Vehicles)

- Change to liability insurance (from one million to two million)

E. Future Agenda Items

No Items

A. Presentation and Questions:

1. Innovation Team presentations:

a) Elementary Schools - Diana Wiseman

- presentation on Pedagogical Narration (Documentation) in Elementary schools
- recording and reflecting on children's learning
- focus on how children learn
- critical reflective practice
- recognize child is at centre
- project framework: 6 teachers, image of child, learning circles, classroom visits

b) Inquiry Based Learning at Middle School level – Donna, Jean and Karen

- information abundant society
- children are digital natives
- traditional skills need to be applied differently
- shift from learning information or content to learning how to learn
- foster ownership and engagement; flexibility, exploration (evoking curiosity and wonder), build problem solving challenge
- fun and engaging activities involving collaboration

c) Learning Commons Secondary schools- Sally Hanson, Ruth, Bonnie

- learning environment
- change/evolved
- digitalized
- learning access 24/7/365
- digital learning space same across school levels
- work towards district digital library (ie all 16 school same access)
- next steps: funding; look at having District Digital Learning Commons and DDLC Coordinator

d) Project 10 Integrations at Stelly's Secondary school

- 50 students/4 teachers
- 4 core subjects (English, Planning 10, Socials, and Science)
- team building community
- cross curricula is key component
- inquiry based thinking

e) Marine Institute at Parkland Secondary school

- recreational
- sailing
- marine vocational
- academic

f) Institute of Global Solutions – Claremont

- out of school for 1-2 times per week
- student passion for global sustainability and global solutions

There were many wonderful presentations regarding 21st Century learning. Concerns arise regarding assessing and ensuring students learning is on track. Discussions were raised regarding usefulness of Provincial exams as learning takes on new appearance.

B. Items for Discussion:

C. Items for Recommendation:

There were no discussions or recommendation as a result of a few trustees leaving resulting in no quorum. The staff recommendation regarding Parkland Marine Academy and Board Authority Authorized courses for Parkland re: Marine Restoration did not take place at this meeting. The Board will bring forward these items at the Board Meeting on Wednesday, November 14, 2012 under "Other Business".

D. Items for Information:

1. Education Directions Overview Calendar
2. The following research projects have been approved:
 - 'Student Perception of Gender Bias in Middle School Mathematics' submitted by Ian Cooper
 - 'Effectively Engaging BC's Education Community in Collaborative Software Development' submitted by Debby Davis
 - 'Executive function Training in Children with Fetal Alcohol Spectrum Disorder and Autism Spectrum Disorder' submitted by Dr. Sarah J. Macoun
3. ERASE Bullying Strategy
4. Revised 2012/13 Non Instructional, Early Dismissal and Exam Dates Schedule
5. BC's Education Plan