COAST MOUNTAINS BOARD OF EDUCATION
SCHOOL DISTRICT 82

BOARD OF EDUCATION
REGULAR MEETING

BOARD OF EDUCATION OFFICE
BOARD ROOM

WEDNESDAY, DECEMBER 18, 2019
5:00 P.M.

"Coast Mountains School District: creating opportunities for learning, opportunities for life"
TRUSTEE CODE OF ETHICS

As an elected Trustee on the Board of Education representing all of the citizens of Coast Mountains School District,

1. I will regard the well-being of every student as my primary obligation.

2. I will work to bring about positive change for all students and for the education system.

3. I will work with fellow trustees in a spirit of harmony and cooperation, regardless of differences of perspective and opinion.

4. I will base my personal decisions upon all available facts in each situation; vote my honest conviction in every case, not swayed by partisan bias of any kind, thereafter to abide by and uphold the final majority decision of the Board.

5. I will undertake my duties and responsibilities diligently and with integrity.

6. I will maintain the integrity of the Board and the position of trustee when communicating and interacting with outside individuals and agencies. I will respect the rights of fellow trustees, employees, students, and parents and the interests of the wider community.

7. I will endeavour to be competent and efficient in the performance of my office.

8. I will deal with sensitive issues appropriately, respect the confidentiality of discussions that take place during in-camera sessions, and maintain confidentiality of privileged information.

9. I will maintain the highest standards of civility and respect expected of any member of public office.
# AGENDA

1. **ACKNOWLEDGEMENT OF THE TERRITORY & CALL TO ORDER** | Motion | Attachment | Page 2

2. **CONSIDER THE PARTICIPATION BY A TRUSTEE OR TRUSTEES AT THE MEETING BY ELECTRONIC MEANS** | Motion | Attachment | Pages 3-12

3. **DECLARATION OF QUORUM** | Motion |

4. **APPROVAL OF AGENDA** | Motion |

5. **PRESENTATION**
   5.1 Ecole Mountainview Parent Advisory Council Presentation: Issues with Change of Principal at Ecole Mountainview | Information | Attachment |

6. **APPROVAL OF MINUTES OF PRIOR MEETING**
   6.1 Regular Meeting, November 27, 2019 | Motion | Attachment | Pages 13-20

7. **RECEIPT OF RECORDS OF IN CAMERA MEETING**
   7.1 Summary of In Camera Meeting, November 27, 2019 | Motion | Attachment | Pages 21-22

8. **BUSINESS ARISING FROM THE MINUTES**
   8.1 Minister of Children and Family Development Response to Letter from North West Boards re: Federal Funding for Additional Education Assistants | Motion | Attachment | Pages 23-25

9. **CORRESPONDENCE RECEIVED**

10. **STANDING COMMITTEE REPORTS**
    10.1 Business Committee Report (Trustee Raymond Raj)
    10.1.1 Business Committee Meeting Minutes, December 11, 2019 | Motion | Attachment | Pages 26-28
    10.1.2 Trustee Conference Attendance Request | Motion | Attachment | Pages 29-32

11. **TRUSTEE REPORTS**

12. **NEW BUSINESS**
    12.1 Public Consultation Forum, December 11, 2019 Follow-Up – Independent Consultant’s Report to the Board | Motion | Attachment | Pages 33-41

13. **QUESTION PERIOD**

14. **ADJOURNMENT**
MEETING AGENDA ITEM #2.

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<td>Meeting:</td>
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<td>Meeting Date:</td>
<td>December 18, 2019</td>
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<td>Topic:</td>
<td>Consider the Participation by a Trustee or Trustees at the Meeting by Electronic Means</td>
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**Recommended Action:**

THAT Trustee(s) ____________________________ be permitted to participate in this meeting by telephone conference call.

Presented by: Secretary Treasurer
### MEETING AGENDA ITEM #5.1

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<td>Topic:</td>
<td>Ecole Mountainview Parent Advisory Council Presentation: Issues with Change of Principal at Ecole Mountainview</td>
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**Background/Discussion:**

In accordance to the presentation protocol for the school district’s Board of Education Regular Meetings, the attached presentation entitled “Issues with Change of Principal at Ecole Mountainview” will be presented to the Board by the Executive members of the Ecole Mountainview Parent Advisory Council at the December 18, 2019 Regular Board Meeting.

**Recommended Action:**

If required, a written response will be provided at a later date by the Board to the Ecole Mountainview Parent Advisory Council.

**Presented by:** Board Chair McCrory
Issues with Change of Principal at École Mountainview

Joint Presentation from
École Mountainview Parent Advisory Committee & Canadian Parents for French, Terrace Chapter
Presentation outline

1. Review the Facts - Let's ensure we are all on the same page
2. What do the facts lead us (PAC, CPF, Parents) to believe?
3. What are PAC and CPF requesting now?
Events before Principal change

This illustrates the Board understood as early as October of the gaps in practices of and responsibility for:

- Communication
- Relationship Building
- Creating Healthy Culture

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<tr>
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<td>Oct 2019</td>
<td>Board received preliminary findings from consultant</td>
</tr>
<tr>
<td>Nov 27, 2019</td>
<td>Board received report and recommendations</td>
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## Events during Principal change

Illustrates how quickly events occurred with poor appreciation for potential impacts on students, parents and educational partners/stakeholders.

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<td>Nov 27, 2019</td>
<td>Board received report and recommendations, and likely at this meeting had an in camera discussion of EMV staffing decision (or at earlier meeting?)</td>
</tr>
<tr>
<td>Dec 2, 2019 7:05AM</td>
<td>EMV PAC members received email request for a meeting with a school board representative</td>
</tr>
<tr>
<td>Dec 2, 2019 8:45AM</td>
<td>Meeting held with acting superintendent and EMV school employees followed by monologue to classes</td>
</tr>
<tr>
<td>Dec 2, 2019 Morning</td>
<td>News Release - Change to Admin</td>
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News Release
(Parents’ perspective)

1. No details on why is this is happening
2. Nothing about the french language experience Ms Sousa is bringing to the school
3. See paragraph 3 - where is the ‘support necessary’ immediately following the announcement? No visible awareness of how to effectively manage change for all impacted groups.

CHANGES TO ADMINISTRATION – ECOLE MOUNTAINVIEW

I am writing to share with you changes in the administrative structure at Ecole Mountainview.

Effective January 1, 2020, Eric Gearey, Principal at Ecole Mountainview will be transitioning to the position of Vice Principal at Uplands Elementary School and Cindy Sousa, currently Vice Principal at Uplands Elementary School, has been appointed Principal at Ecole Mountainview.

Eric and Cindy are both passionate educators and administrators who have a reputation for working tirelessly towards positive learning success for all students.

Please be assured that the school district will be providing the support necessary to ensure that a safe and successful learning environment for children remains the focus of the school.

Your understanding and patience is appreciated as we transition through this school administration change. Please accept our sincere thanks in advance in supporting, welcoming and providing assistance to Eric and Cindy as they assume their new roles.

Should you have any questions, please do not hesitate to contact me for assistance.
Monologue read to the children

1. This would have been great for parents (Not sent home)
   a. Parents can read between the lines here and respect the change
   b. This respects the personal lives of staff but puts clarity to parents if they had this
2. We had to hear this from our children, very confusing coming from 5 - 10 yr olds

Speaking Notes for EMV

We are all learning every day. Learning is fun and makes life interesting. We are all on a learning path.

Sometimes we learn in our own classroom, sometimes we visit another classroom to learn, sometimes we do our learning in the gym. We can learn different things in different places.

Adults are learning every day too. The adults in the building learn every day at school and sometimes they go away from this school to conferences to learn or they go to visit another school to learn.

Mr. Geary has the opportunity to go to another school to see how students learn there and to continue his own learning path. Beginning after the holidays Mr. Geary will be going to Uplands school to continue his learning. He will still be in our neighborhood and you will see him around town, but he won't be in our school every day.

We will be welcoming Ms. Sousa to our school after the holidays. Ms Sousa will be here to take care of you and the school. She will be doing everything that Mr. Geary use to do for us. She will be continuing her learning path here.

We need to all welcome Ms. Sousa to our school and show her that École Mountainview is a great place to learn.
## Events After Principal change

Why does PAC have to request counselor at the school? For critical incidents, such as a sudden change like this, it should be standard. Parents are given no detailed information to answer 'big questions', no proactive venue to voice their concerns and only can get information by booking appointments, initiating calls to the board office.

- Only 14 business days before school closes for holidays
- Only 7 business days to submit this presentation

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<td>Meeting held with acting superintendent and EMV school employees, followed by monologue to classes</td>
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<tr>
<td>Dec 2, 2019</td>
<td>News Release - Change to Admin (morning); Eric Gearey not at school (returned Dec 6)</td>
</tr>
<tr>
<td>Dec 3, 2019</td>
<td>PAC met with Janet to voice concerns, including request for counselor at school and communication with parents (Ruth the next day; backpack notices were sent home on Dec 5) At EMV, children and parents advised that they cannot spend class time on cards/well wishes for Eric</td>
</tr>
<tr>
<td>Dec 5, 2019</td>
<td>PAC &amp; CPF met with Trustee Margaret Warcup; no new information about decision was shared (forward thinking discussion)</td>
</tr>
<tr>
<td>Dec 9, 2019</td>
<td>PAC &amp; CPF invited to join Diane Penner in meeting with acting superintendent, learned more about new principal's french competency</td>
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PAC/CPF’s (Parents’) Point of View

We respect the need to be professional and respect some things need to be private however...

1. In the first major staffing decision since May, no visible change in behaviours by the Board related to communication, relationship building and creating healthy culture in our school.

2. Communication protocols do not appear to exist in the school district for key stakeholders and partner groups such as PAC and CPF (or if they do, who is using them? Do they need revising?) Please share these if they exist, and demonstrate to us how you plan to change current behaviour.
Requests to the board

1. Create and share a protocol for change management within the district, both for senior staffing changes and major policy/organizational changes. Get input from partner and stakeholder groups. Make this document public. There will always be change so let’s plan for it.

2. Publicly send a statement to PAC, CPF and Parents of EMV that the board is supportive of the health and growth of the French immersion program.

3. Put a process in place to assure parents that the new principal is committed to building her French fluency, and that the board will ensure that this is assessed before the end of the school year (and as part of hiring process in the future, e.g. dual Dogwood, DELF Test or equivalent)
MEETING AGENDA ITEM #6.1

Action: X Information:
Meeting: Regular Meeting Date: December 18, 2019
Topic: Minutes of the Regular Meeting of the Board, November 27, 2019

Background/Discussion:

Minutes as attached.

Recommended Action:

THAT the minutes of the Regular Meeting of the Board held on November 27, 2019 be approved.

Presented by: Secretary Treasurer
REGULAR MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT 82 (COAST MOUNTAINS) HELD AT THE BOARD OF EDUCATION OFFICE WEDNESDAY, NOVEMBER 27, 2019 – 5:00 P.M.

PRESENT WERE:

Vice Chair - R. Raj
- A. Brand Danuser
- A. Erasmus
- K. Jonkman
- M. Warchup
- S. Watson

ABSENT WERE:

Chair - S. McCrory
- J. Meyer
- R. McDonald
- C. Gagnon

Acting Superintendent of Schools
Secretary Treasurer
Recording Secretary

DISTRICT STAFF PRESENT:

Acting Director of Human Resources
Director of Instruction, Indigenous Education
Director of Instruction, Graduation & Innovation
Director of Instruction, Learner Support

- K. Bath
- A. Casgrain
- G. Lawlor
- J. Nieckarz

Board Vice Chair Raj acknowledged the school district’s business being conducted on the Traditional Territory of the Tsimshian People and extended a warm welcome to meeting guests including Anne Cooper, mentor consultant from the BC School Superintendents Association visiting the school district this week.

1. CALL TO ORDER

Vice Chair Raj called the meeting to order at 5:03 p.m.

2. CONSIDER THE PARTICIPATION BY A TRUSTEE OR TRUSTEES AT THE MEETING BY ELECTRONIC MEANS

Not required. Board Vice Chair Raj extended regrets on behalf of Board Chair McCrory who was unable to attend the meeting due to out-of-town work commitments.
3. DECLARATION OF QUORUM

A quorum was declared present.

4. APPROVAL OF AGENDA

Motion #7790

THAT the agenda be adopted as circulated.

Carried
All in Favour

5. PRESENTATION

5.1 Indigenous Languages Revitalization Plan presented by Colleen Austin, CMSD82 contract Indigenous Languages Revitalization Coordinator

Board Vice Chair Raj welcomed Ms. Austin to present on the school district's Indigenous Languages Revitalization Plan at the invitation of the Board.

The Board acknowledges that Indigenous languages are an integral part of the identity of Canada’s Indigenous people. On September 5, 2019, the Board announced the services of Colleen Austin, 'Wii Goot, as Indigenous Languages Revitalization Coordinator to provide services towards the preservation, promotion and revitalization of the First Nations languages within the school district.

The Board’s objective in the engagement of Ms. Austin’s services is to build, develop and implement a Five Year Plan for Languages Revitalization for the four local Indigenous languages within the traditional boundaries of the school district. This initiative will be conducted in consultation with a network team of Indigenous Languages Leaders representing the ten local Nations within the school district, the Kermode Friendship Society and the Northwest BC Metis Association as well as other stakeholder groups as necessary. These representatives will form the Steering Panel for the Five Year Plan for the Languages Revitalization Plan. The first Network Group Meeting of the Indigenous Languages Leaders was held on November 26, 2019.

Board Vice Chair Raj extended the Board’s appreciation to Ms. Austin for the informative presentation and wished her in every success in this most valued initiative and learnings for the school district.
6. APPROVAL OF MINUTES OF PRIOR MEETING

6.1 Regular Meeting, September 25, 2019

Motion #7791

THAT the minutes of the Regular Meeting of the Board held on October 23, 2019 be approved.

Carried
All in Favour

7. RECEIPT OF RECORDS OF IN CAMERA MEETING

7.1 Summary of In Camera Meeting, October 23, 2019

Motion #7792

THAT the Summary of the In Camera Meeting of the Board held October 23, 2019 be approved.

Carried
All in Favour

7.2 Summary of Special In Camera Meeting, October 27, 2019

Motion #7793

THAT the Summary of the Special In Camera Meeting of the Board held October 27, 2019 be approved.

Carried
All in Favour

7.3 Summary of Special In Camera Meeting, November 5, 2019

Motion #7794

THAT the Summary of the Special In Camera Meeting of the Board held November 5, 2019 be approved.

Carried
All in Favour
8. **BUSINESS ARISING FROM THE MINUTES**

8.1 **Letter of Support re: MLA Kamloops-South Thompson Youth Vaping Concerns**

Motion #7795

THAT the Board receive the letter of support endorsing the Private Member's Bill in the BC Legislature introduced by Todd G. Stone, MLA for Kamloops-South Thompson.

Carried
All in Favour

8.2 **Letter to the Ministry of Education re: Teacher Recruitment, Retention and Incentive Strategies**

Motion #7796

THAT the Board receive the letter addressed to the Minister of Education regarding the ongoing difficulties with recruitment and retention of certified teachers that continues to plague Coast Mountains School District.

Carried
All in Favour

9. **CORRESPONDENCE RECEIVED**

There was no correspondence received.

10. **STANDING COMMITTEE REPORT**

10.1 **Business Committee Report** (Trustee Raymond Raj)

10.1.1 **Business Committee Meeting Minutes, November 13, 2019**

Motion #7797

THAT the minutes of the Business Committee Meeting held on November 13, 2019 be received for information.

Carried
All in Favour
10.1.2 Quarterly Financial Statements, September 30, 2019

Motion #7798

THAT the Board receive for information the Quarterly Financial Statements as at September 30, 2019.

Carried
All in Favour


Motion #7799

THAT the Board approve the school district’s Statement of Financial Information (SOFI) Report for the fiscal year ended June 30, 2019.

Carried
All in Favour

10.1.4 New Policy 1105: Provision of Menstrual Products (First Reading)

Motion #7800

THAT the new Policy 1105: Provision of Menstrual Products be presented for first reading at the November 27, 2019 Regular Board Meeting.

Carried
All in Favour

10.1.5 Revised Policy 1020: Diversity in Schools (First Reading)

Motion #7801

THAT the revised Policy 1020: Diversity in Schools be presented for first reading at the November 27, 2019 Regular Board Meeting.

Carried
All in Favour
10.1.6 Revised Policy 1095: Sexual Orientation & Gender Identity (First Reading)

Motion #7802

THAT the revised Policy 1095: Sexual Orientation and Gender Identity be presented for first reading at the November 27, 2019 Regular Board Meeting.

Carried
All in Favour

10.2 Education Committee Report (Trustee Angela Brand Danuser)

10.2.1 Education Committee Meeting Report & Meeting Minutes, November 13, 2019

Trustee Angela Brand Danuser, Chairperson for the Education Committee reported on the November 13, 2019 Education Committee Meeting. She noted a very interesting Recruitment and Retention Working Session formed part of the meeting agenda for Committee members’ participation. The feedback from the working session is provided in the meeting minutes.

Motion #7803

THAT the minutes of the Education Committee Meeting held on November 13, 2019 be received for information.

Carried
All in Favour

10.2.2 Board Approval in Principle – Out-of-Province Field Trips

Motion #7804

THAT the Board approve in principle the following Out-of-Province Field Trips:


Carried
All in Favour
11. TRUSTEE REPORTS

Trustees reported on activities they have been involved in. Trustee Watson shared she visited her two liaison schools and attended the Parent Advisory Council Meetings. She extended a thank you to all the teachers who attended the Terrace Teacher-Trustee Meeting held on November 26, 2019 at Ecole Mountainview. Trustees Warcup and Erasmus echoed their appreciation as well.

11.1 BCSTA Provincial Council Report

Motion #77805

THAT the Board receive for information the BCSTA Provincial Council Report at the November 27, 2019 Regular Board Meeting.

Carried
All in Favour

12. NEW BUSINESS

There was no new business to report.

13. QUESTION PERIOD

A brief question period took place with questions asked by meeting attendees.

14. ADJOURNMENT

The next Regular Board of Education Meeting is scheduled on Wednesday, December 18, 2019 at 5:00 p.m. in the Board Room at the Board of Education Office in Terrace.

Meeting was adjourned at 6:06 p.m.
# MEETING AGENDA ITEM #7.1

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<td>Summary of In Camera Meeting of the Board, November 27, 2019</td>
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### Background/Discussion:

Summary as attached.

### Recommended Action:

**THAT** the Summary of the In Camera Meeting of the Board held November 27, 2019 be approved.

Presented by: Secretary Treasurer
The Board of Education:

1. Discussed a legal issue.
2. Discussed personnel issues.
MEETING AGENDA ITEM #8.1

Action: X                              Information:
Meeting: Regular                      Meeting Date: December 18, 2019
Topic: Minister of Children and Family Development’s Response to the Letter from North West Boards re: Federal Funding for Additional Education Assistants

Background/Discussion:

As shared with Trustees, attached for reference is the response letter received from the Minister of Children and Family Development to the Board’s letter of June 26, 2019 addressing the shortage of qualified Early Childhood Educators and qualified Education Assistants within the Province of British Columbia.

The Board’s letter more specifically referenced the Northwest region in its letter to the Minister as well as the increasing challenges for recruitment and retention of these key service providers who care for our children within Coast Mountains School District.

Recommended Action:

THAT the Board receive the response letter from the Minister of Children and Family Development dated November 27, 2019 regarding the recruitment and retention challenges within Coast Mountains School District 82 pertaining to both Education Assistants and Early Childhood Educators.

Presented by: Board Chair McCrory
November 27, 2019

Shar McCrory
Chair, Board of Education
School District No. 82 (Coast Mountains)
Email: Shar.Mccrory@cmsd.bc.ca

Dear Shar McCrory:

Thank you for your e-mail regarding the shortage of qualified Early Childhood Educators (ECEs) and Early Childhood Educator Assistants (ECEAs) within Coast Mountains School District 82 and the province of British Columbia. I am pleased to respond to your concerns, and I apologize for the delay.

I understand the Honourable Rob Fleming, Minister of Education, has provided information to you regarding the Ministry of Children and Family Development’s (MCFD) Early Care and Learning Recruitment and Retention Strategy. I would like to provide further information about this Strategy as well as additional initiatives that MCFD has implemented to increase the number of Early Care and Learning Professionals, including ECEs and ECEAs, available to support the delivery of child care across the province.

Government recognizes that ECEs and ECEAs are an essential part of the Province’s goal to deliver quality child care to British Columbian families. In support of this goal, Government is investing $136 million over three years in in over a dozen initiatives to support the recruitment and retention of ECEs and ECEAs as a first step in a long-term commitment to improve supports for Early Care and Learning professionals.

The ECE Wage Enhancement initiative within our plan consists of a $1 per hour wage enhancement for front-line ECEs who provide direct care to children in eligible licensed child care facilities. This amount is scheduled to increase by an additional $1 per hour on April 1, 2020. This is the first step in a multi-year, phased approach to address compensation concerns and provide incentive for individuals to work in the Early Care and Learning sector. To date, MCFD has provided approximately $10.8 million to help child care providers deliver a wage lift to more than 9,800 ECEs.

Also included in this Strategy is an investment of $11.9 million to support the education of individuals wishing to become ECEs, or to upgrade their current certification through the ECE Education Support Fund, administered by the Early Childhood Educators of BC. The program has seen unprecedented demand, with over 4,700 bursaries funded since September 2018.

.../2
Another component of the Strategy is designed to help address the challenges child care staff face in attaining ECE certification. The Ministry of Advanced Education, Skills and Training (AEST), in consultation with the ECE Registry at MCFD, is working with public post-secondary institutions to implement Work-Integrated Learning pilot programs. These pilot programs are intended to test the feasibility of alternative pathways to training ECEs. They are also helping us learn how to better support and encourage the current child care workforce to upgrade qualifications while remaining employed.

Finally, in order to further increase training and development opportunities for ECEs throughout the province, AEST is investing $7.4 million over three years to fund an additional 620 ECE seats at public post-secondary institutions across the province.

Thank you again for sharing your concerns. While there is still much to be done to ensure families in the province have access to affordable, high quality child care provided by qualified and competent ECEs and ECEAs, our government is making significant progress, and making choices that put people first. Your feedback is invaluable in directing the ongoing monitoring and review of these important initiatives and will help ensure the desired outcomes of these initiatives are as intended.

Sincerely,

Katrina Chen
Minister of State for Child Care

pc: Honourable Rob Fleming
Honourable Melanie Mark, Minister of Advanced Education, Skills and Training
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**Background/Discussion:**

Minutes as attached.

**Recommended Action:**

**THAT** the minutes of the Business Committee Meeting held on December 11, 2019 be received for information.

**Presented by:** Secretary Treasurer
## MEETING MINUTES

### Items
The meeting was chaired by Trustee Raymond Raj and called to order at 10:30 a.m. Trustee Raj acknowledged the school district’s business being conducted on the Territory of the Tsimshian People.

### 1. Previous Meeting Minutes - November 13, 2019

1. The minutes of the previous Business Committee Meeting held on November 13, 2019 were accepted as presented.

### 2. Human Resources

2.1 Grievance Update – CMTF & CUPE

2.1 Secretary Treasurer McDonald provided a grievance update relating to the Coast Mountain Teachers’ Federation (CMTF) and the Canadian Union of Public Employees Union (CUPE), Local 2052. 3 new grievances were received from CMTF, and 5 grievances were closed in November. CUPE presented 3 new grievances in November. Information only; no action required.

2.2 Bargaining Update – CMTF

2.2 Trustee Warcup shared that the BC Public School Employer’s Association (BCPSEA) and BC Teacher’s Federation (BCTF) provincial bargaining dates had been adjusted to December 10 and 11, it is not known how bargaining is going. Information only; no action required.

### 3. Facilities/Transportation/OH&S

3.1 Monthly Facilities Report, November 2019

3.1 Director Elwood provided a summary of recent work completed in the District, and new projects that are being started. Information only; no action required.

3.2 District OH&S Meeting Minutes – November 21, 2019

3.2 Secretary Treasurer McDonald presented the Occupational Health and Safety Meeting minutes from the November 21, 2019 meeting, which was well attended. Information only; no action required.
4. Board Representations
   4.1 BCPSEA
       Trustee Warcup shared that everybody is waiting on this week’s bargaining update. Information only; no action required.
   4.2 BCSTA
       No report.

5. Outstanding Items from Previous Meeting
   The meeting was adjourned at 10:47 a.m.

6. Finances
   6.1 Monthly Financial Statements, October 31, 2019
       Secretary Treasurer McDonald shared the October 2019 Monthly Financial Statements. The budget is running on target, and when working on the Amended Budget, details will be closely looked at. Action: Forward for information the October 2019 Monthly Financial Statements to the next Regular Board meeting on December 18, 2019.

7. New Additions to the Agenda
   7.1 Trustee Conference Attendance Request
       Acting Superintendent Meyer discussed that 4 trustees are requesting approval for attendance and related expenses to attend the First Nations Education Steering Committee (FNESC) Regional Session in January in Prince Rupert. Acting Superintendent Meyer will invite Director Casgrain to look at the agenda and consider her attendance to the meeting. Action: Forward Trustee Conference Attendance Request for approval to the next Regular Board meeting on December 18, 2019. Acting Superintendent Meyer will invite Director Casgrain to look at the agenda and attend the FNESC Regional Session in Prince Rupert.

8. Next Meeting
   The next Business Committee Meeting is scheduled on Wednesday, January 15, 2020 from 10:30 a.m. to 12:00 noon in the Board Room at the Board of Education Office.
MEETING AGENDA ITEM #10.1.2

Action: X
Information:
Meeting: Regular
Meeting Date: December 18, 2019
Topic: Trustee Conference Attendance Request

Background/Discussion:

In accordance to the attached district policy "Trustee Attendance at Conventions", any trustee attending, at public expense, as Board representative, any seminar or meeting outside the school district, excluding the BCSTA Annual Meetings, North Coast Branch Meetings, and New Trustee Seminars, shall be so authorized by Board resolution, in advance where possible and shall submit a written or verbal report following attendance at the seminar or meeting.

Trustees Art Erasmus, Raymond Raj and Margaret Warcup have requested travel expenses be covered for their attendance at the FNESC (First Nations Education Steering Committee) Regional Session to be held in Prince Rupert on January 23, 2020. There is no registration fee for the workshop (reference attached). This request stems from a recommendation of the BCSTA Professional Learning Committee’s encouragement for Trustees to participate in a FNESC Regional Session.

Recommended Action:

THAT the Board approve the attendance and related expenses for Trustees Erasmus, Raj and Warcup to attend the FNESC Regional Session on January 23, 2020 in Prince Rupert.

Presented by: Acting Superintendent of Schools
SECTION 5000: GOVERNANCE

POLICY 5045: TRUSTEE ATTENDANCE AT CONVENTIONS

- Date Adopted: February 20, 2013
- Date Reviewed: October 9, 2018

POLICY

The Board supports Trustee attendance at conventions within the following procedures.

PROCEDURES

1. All Trustees may attend the BCSTA Annual Meetings, North West Branch Meetings, and New Trustees Seminars.

2. Any Trustee attending, at public expense, as Board representative, any seminar or meeting outside the school district, excluding the meetings listed in Item 1 above, shall be so authorized by Board resolution, in advance where possible, and shall submit a written or verbal report following attendance at the seminar or meeting.
First Nations Education Steering Committee

Regional Sessions

Home » Regional Sessions

Kelowna, Oct. 3-4, 2019  REGISTER
Kamloops, Oct. 22-23, 2019  REGISTER
Cranbrook, Nov. 19-20, 2019  REGISTER
Prince George, Dec. 9-10, 2019  REGISTER
Vancouver, Dec. 12-13, 2019  REGISTER
Nanaimo, Jan. 9-10, 2020  REGISTER
Prince Rupert, Jan. 23-24, 2020  REGISTER

The First Nations Education Steering Committee (FNESC) invites you to our annual Regional Sessions to engage in dialogue on First Nations education priorities, initiatives and concerns. It will also be an opportunity to learn more about our work and the work of our partners.

FNESC and its education partners annually report on their activities and important First Nations education issues at a series of workshops known as Regional Sessions. These sessions represent a fundamental component of FNESC’s efforts to maintain accountability to all First Nations in BC, to discuss emerging issues with a range of education stakeholders and partners, and to facilitate input from community and school representatives. Regional Sessions are also intended to support BC First Nations to address education issues.

Featured Agenda Topics

Day 1 – First Nations Schools & Representatives, and Public
BC Tripartite Education Agreement, Local Education Agreements, Transportation, K-12 Public School System, Accountability, Targeted Funds, First Nations Languages, Partner Presentations (bC), and Children In Care Strategy

Day 2 – First Nations Schools & Community Representatives
BC Tripartite Education Agreement, Languages & Culture, Transportation Capital, Graduation Credential, K4, Information & Communications Technology, 2nd and 3rd Level Services, Jurisdiction, Teacher Certification, Post-Secondary Education & Training, and Learning First Peoples Resources

Event Contact

Sarah Lefebvre - ph. 604-925-6087 / 1-877-422-3672 ext. 116 - email: sarah@fnesc.ca

Eligibility to Attend

Day 1 – Representatives from BC First Nations schools and First Nations communities, public schools, and school districts.

Day 2 – Representatives from BC First Nations schools and First Nations communities.

Travel Expenses

Travel is reimbursable for up to two representatives per BC First Nations community (Band) to attend their nearest (or most economical) session.

See the sample travel claim form which includes policies on the reverse. Please use travel claim included in meeting kit when submitting for reimbursement.
Schedule

Breakfast: 8:30 am; meeting 9:00 am to 4:00 pm; breakfast and lunch provided.

Accommodation

All participants are responsible for booking their own hotel accommodation.

When booking, quote FNESC Regional Session or stated booking code to get the negotiated rates below. Book early for the best rates.

Kelowna, Delta Okanagan Grand, 1310 Water St, Reservations: (250) 763-4500 Negotiated rate $199+tax Book by Sept. 3, 2019 Book by map

Kamloops, Sandman Signature, 225 Lorne St, Reservations: 250-377-7263 Quote 190834 for the negotiated rate $120+tax Book by Sept. 20, 2019 map


Prince George, Courtyard by Marriott, 900 Brunswick St, Reservations: 250-596-6274 Negotiated rate $120+tax Book online Book by Nov. 8, 2019 map

Vancouver, Pinnacle Hotel, 133 W Hastings St, Reservations: 1-877-337-3118 or 604-688-9211 or Online Booking Negotiated rate $169+tax Book online Book by Nov. 18, 2019 map

Nanaimo, The Grand Nanaimo, 4898 Rutherford Rd, Reservations: (250) 758-3000 Negotiated rate $145+tax Book by Dec. 16, 2019 map

Prince Rupert, Crest Hotel, 222 1st Ave W, Reservations: 250-624-6771 Quote FNESC for the negotiated rate $140+tax Book by Jan. 2, 2020 map
**MEETING AGENDA ITEM #12.1**

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<thead>
<tr>
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<tr>
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<td>Regular</td>
<td>Meeting Date: December 16, 2019</td>
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<tr>
<td>Topic:</td>
<td>Public Consultation Forum, December 11, 2019 Follow-Up – Independent Consultant’s Report to the Board</td>
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**Background/Discussion:**

Following the Board's receipt of the Independent Consultant's Report on November 27, 2019, the report was shared with the school district's partner groups during informal sessions with our Acting Superintendent of Schools, Janet Meyer on December 1 and 2, 2019 and then shared electronically with school district staff, partner groups and school communities.

A Public Consultation Forum was held on December 11, 2019 from 6:00 p.m. to 7:30 p.m. in the meeting room at the Northwest Trades & Employment Training Centre (NTETC) located in Terrace. Interested parties were invited to attend the Public Consultation Forum to provide input into this dialogue and share their views on action planning relating to the report recommendations. Individuals that were unable to attend the forum, or individuals who preferred to submit their thoughts electronically, were welcomed to share their thoughts via email at feedback@cmsd.bc.ca.

To seek additional views and dialogue on action planning relating to the report recommendations, the Board is proposing to host two additional forums in Terrace on Thursday, February 6 and Tuesday, February 25, 2020 in the meeting room at NTETC subject to public interest.

**Recommended Action:**

THAT the Board host two additional Public Consultation Forums to be held on February 6 and February 25, 2020 to seek additional views and dialogue on action planning relation to the report recommendations subject to public interest.

Presented by: Board Chair McCrory
BACKGROUNDER

In June 2019, the Board of Education for Coast Mountains School District 82 initiated a review to address concerns that were raised by students, parents, partner groups and communities. In order to ensure the process was objective and thorough, the Board of Education contracted Independent Consultant, Dianne Turner.

Ms. Turner was tasked to gather relevant information and provide recommendations for future actions to the Board of Education. The intent of this process was to address concerns raised within the school district and to identify processes moving forward, with the priority being placed on the well-being and learning of students in the district.

The Board of Education received Ms. Turner’s report and recommendations on November 27, 2019. The report is attached for your information.

On behalf of the Board of Education, we extend our appreciation to those who brought forward concerns and who were willing to be interviewed.

The next steps are to share the report and conduct a series of consultations. A public consultation forum will be held on Wednesday, December 11, 2019 from 6:00 p.m. to 7:30 p.m. in the meeting room at the Northwest Trades & Employment Training Centre (formerly the Thornhill Junior/Secondary School) located at 3120 Highway 16 East in Terrace. If you are unable to attend the public consultation forum, or you prefer to submit your thoughts electronically, please email to feedback@cmsd.bc.ca.

The Board of Education invites all interested parties to attend the public consultation forum to provide input into this dialogue and share their views on action planning.

Public participation is encouraged. Input and feedback is welcomed and valued by the Board of Education.

Should you require further assistance, please feel free to contact Carole Gagnon, Executive Assistant to the Board of Education at (250) 638-4401.

Shar McCrory
Chairperson, Board of Education

Attachment
BACKGROUND

Coast Mountains School District 82 (CMSD82) is located in the northwest of British Columbia and encompasses three traditional Indigenous territories: the Gitksan, the Haisla, and the Tsimshian. The school district also serves the learning needs of a significant urban Indigenous population in the community of Terrace including numerous students of Nisga’a heritage from the Nass Valley.

The school district is a geographically dispersed district, providing education to the communities of Hazelton, Kitimat, Kitwanga, Stewart, Terrace and Thornhill. CMSD82 serves a student population of approximately 4,300 students in nineteen schools including three alternate programs and a trades learning centre that encompasses dual-credit, distance learning and continuing education programs, with 800 employees. The Board of Education Office is located in Terrace. Kitimat is a forty-five minute drive from the office, Kitwanga a one-hour drive, the Hazeltowns one and a half hours, and Stewart three and a half hours.

In June 2019, the Board of Education for CMSD82 commissioned an assessment of the issues and concerns raised by the Coast Mountain Teachers’ Federation (CMTF), and concerns raised about the administrative reassignment process. It was agreed that once there was an understanding of the main issues and concerns, a report would be prepared for the Board of Education, including recommended actions to help the school district. The Board of Education specifically requested that the report be focused on helping the school district move forward, with the priority being placed on the well-being and learning of students in the district.

Interviewees sometimes expressed nervousness in being interviewed, stating that they felt vulnerable and were possibly taking a risk. They were assured their identity would not be revealed, and that any public documentation of this process would not mention names, particular incidents, or specifics, that would in any way identify them publicly. It is important that all participants feel their input was heard and they feel respected and validated for taking part in this process. Information provided by interviewees was the impetus for the development of the recommendations.
A verbal report was shared with the Board of Education at a Special In Camera Meeting held on Saturday, October 19, 2019, which included an opportunity for them to ask questions to clarify the information being shared. Due to privacy laws, we are not able to provide details or names to the public.

A commitment was made by the Board to engage partner groups in planning process that would help to implement the recommendations in this report.

It is important to note, as there has been some confusion, this report is not the result of an investigation into the conduct of personnel and therefore it does not contain findings.

ASSESSMENT PROCESS

The scope of the assessment process included:

- Meetings with the Superintendent to discuss issues related to the transfer of administrators to new assignments and the CMTF non-confidence votes.

- Two visits to the school district to meet and conduct interviews with the Superintendent, Secretary-Treasurer, Board of Education Chair, Vice Chair, Trustees, representatives from CMTF and the Coast Mountains Administrators Association (CMAA), Directors of Instruction, parents, Kermode Friendship Society and other community members, Board Office staff, former staff and Trustees. The visits took place June 19 and 20, 2019 and September 25, 26 and 27, 2019.

- Additional meetings and phone calls took place with Trustees, parents, community members, CMAA members, Directors, Superintendent and Acting Superintendent, former district employees, BC School Superintendents Association members, as well as follow-up in-person meetings with some of those listed above.

ISSUES AND CONCERNS – SPRING 2019: School Administrator Reassignments

CMSD82 school administrator reassignments were announced in April 2019. The concerns that arose from this process were mainly characterized as being: a perceived lack of clarity and transparency with respect to the administrative transfers, poor communication across the entire district, relationships, and wellness.
It is standard practice within BC school districts that school administrator placements and reassignments are the responsibility of senior staff. There are times that a school community is disappointed with reassignments and in those cases, more feedback about that disappointment is heard by the Board of Education. Some administrators expressed that transfers and new school reassignments assignments are very common, and that many of them have experienced the transfer process.

In the interviews, school leaders expressed the desire to be part of the solution moving forward. They want to contribute as members of the District Leadership Team, and have input into conversations related to district culture, climate, and working environments within the schools, communities, and the district as a whole.

Most interviewees suggested that a perception of a lack of transparency within the administrator reassignment process stemmed from them not understanding how or why decisions were being made. It is recommended that there be specific attention given to developing a more comprehensive administrator reassignment process, which includes greater input from the administrators.

**CMTF VOTES OF NON-CONFIDENCE**

The CMsd82 Board of Education received letters regarding CMTF votes of non-confidence in the Superintendent and in the Board of Education in June 2019.

During the interviews with the CMTF in June, issues and concerns were stated verbally to the consultant. At the time of this report the CMsd82 Board of Education had not yet received the issues in writing, nor had there been a meeting arranged to discuss the issues.

The concerns expressed by the CMTF were about ineffective communication, leadership style, mistrust, lack of appropriate processes and lack of consistent application of various policies. It is recommended that these concerns be brought forward at a meeting with the CMsd82 Board of Education at the earliest possible convenience for the Board of Education and the CMTF Executive.
DISCUSSION

Information gathered via interviews, phone calls, meetings and email.

According to interviewees, some of the issues that came up in the spring have been ongoing for many years, but came to a head during the period of April through June 2019. The main focus of the assessment was to identify issues with the school administrator reassignments, and the CMTF votes of non-confidence, leading to recommendations to improve the situation and remedy the issues.

During the interviews, people also described issues other than the administrator reassignments and the CMTF votes of non-confidence. The District Leadership Team were aware of some of the issues, and had been working on them for the past few years, including bringing in consultants.

SPECIFIC AREAS OF CONCERN: Consultation and Communication

In the spring, after the administrator reassignments were publicly announced, a group of concerned parents and community members in Terrace gathered together to discuss their concerns and to make an action plan about how to address the concerns. The community wanted a voice about the administrator reassignments, and they expressed disappointment in not being heard by the Superintendent and the Board of Education.

It is especially important to note that specific decisions about personnel are never brought forward to the public for consultation.

Trust

In addition to the CMTF votes of non-confidence in the Superintendent and Board of Education, some school leaders, district leaders, and parents have expressed mistrust and a lack of confidence in the Board of Education. They suggest that there is a perception that the Board of Education does not question the Superintendent’s decisions or actions, and they appear unwilling to listen to those who express dissatisfaction or disappointment with those decisions.
SPECIFIC AREAS OF CONCERN: Consultation and Communication (cont'd)

Relationships – Workplace Health

It was never the intention to share specific details of the interviews in this report, however a few themes emerged and relationships were often mentioned as being a concern. Recommended actions are included in the report, to specifically and intentionally focus on improving relationships.

Interviews were conducted to gather information, and provide insight into what would need to happen to improve relationships in the district, and that has been shared verbally with the Board of Education and Superintendent.

Almost all interviewees expressed the desire to work together more amicably, and collaboratively, toward a more respectful district culture and climate. There is a strong understanding that trust and respectful behaviour is essential for the creation of a healthy organizational culture, and to provide support for improved mental health and wellbeing.

Vision

Several interviewees would like to discuss the possibility of a process that would engage them all in creating a district-wide vision, and bring the community together to establish renewed direction. Many have stated that the district needs this refresh that would also help align district practices, goal setting and resource allocation.

MOVING FORWARD

Despite the challenging few months the Coast Mountains School District experienced in the spring of 2019, many staff expressed the desire to work together on behalf of all learners in the district. The interviews and conversations in June and September provided strong evidence that the school district community in CMSD82 is focused on student learning and wanting to engage in professional learning that leads to improved outcomes for students.

The majority of those interviewed talked positively about the amazing things happening across the district, and that they wanted more opportunities to work collaboratively on common purposes of enhancing student learning, and growing professionally.
RECOMMENDATIONS

The following twelve recommendations are provided to support the school district in moving forward, and to assist with an action plan to achieve that goal. Some of the recommendations are operational in nature and would be the responsibility of the District Leadership Team (1-8). The others relate more specifically to the governance of the school district and would be the responsibility of the Board of Education (8-12).

After taking some time to review the recommendations, it is suggested that the Board of Education and District Leadership Team proceed with an action plan for the implementation of any approved recommendations, and include district partners in the planning process.

1. Continue to engage in culture building and restorative relationship building to determine what can be done to address the issues that came from the CMTF votes of non-confidence, and the administrator reassignment issues, as well as the feedback provided during interviews. Most interviewees identified that improving morale, building trust, and developing a healthy foundation to build a respectful workplace is vital for the district.

2. Implement a restorative process with school-based administrators, to allow relationships, trust, and respect issues be dealt with. The team building work already started should continue with more opportunities to develop trust.

3. Continue to engage in a Succession Planning Process during the established annual Professional Growth Planning meetings with administrators, to collect information regarding the administrator’s plans for the future, and how that might align with the district’s vision and strategic planning process. This will assist the District Leadership Team while they are considering any planning of school administrative placements and succession planning.

4. Continue with the Healthy Workplace scan, including taking actions for appropriate professional conduct.

5. Continue to engage in the development of strategies for improving cultural awareness, competency, diversity, inclusion and humility in the district.
RECOMMENDATIONS (cont’d)

6. Consider the creation of a 3 X 3 committee structure that allows for regular sharing of information between the District Leadership Team and the Executive officers of the CMAA. Three District Leadership Team staff and three CMAA Executive officers, co-develop the agenda, sometimes seeking feedback from the organization.

7. Explore further strategies for internal and external communications planning for the district that is effective and transparent.

8. Establish modifications to district policies and procedures that further clarify the administrative reassignment process, within an overall long-term succession planning process.

9. Consider policy and procedures that ensure consistent Human Resources hiring practices for all leadership positions in the district. Over the past five years, the district has worked diligently to ensure that all leadership hiring processes included inclusive panel processes.

10. Review the formal process for complaints to be heard by the District Leadership Team and the Board. The community has clearly indicated their desire for more adequate process for complaints.

11. Consider adding a Superintendent’s Report to Board Meeting agendas so the community learns about educational updates and important and inspiring things happening across the district.

12. Re-engage in strategic planning with a visioning process, to update and renew a shared district vision, mission, and values. The process will provide an opportunity to re-align the district goals, resource allocation, and professional learning, with the goals that arise from the shared vision.

IMPLEMENTATION OF THE RECOMMENDATIONS

The CMSD82 Board of Education commits to reviewing the recommendations and working with the Superintendent, Secretary-Treasurer, CMTF—CUPE, CMAA, District Leadership Team, parents, students, and representatives from-the-communities, to move forward with the recommendations.
SHARED VISION

“Coast Mountains School District: creating opportunities for learning, opportunities for life”

MISSION STATEMENT

Coast Mountains School District supports learners in achieving success and realizing their potential as educated citizens.

DISTRICT GOALS

❖ Raise literacy levels and numeracy levels for all of our learners.
❖ Graduation for every learner; crossing the stage with dignity, purpose and options.
❖ Enhance learner engagement, opportunities and choice through personalized learning.

ENHANCEMENT AGREEMENT GOALS

❖ To increase academic achievement of all Aboriginal learners so that they are prepared for post-secondary and career opportunities beyond Grade 12.
❖ To increase the number of Aboriginal students who graduate with a Dogwood Diploma. To better assist in the transition of Aboriginal students into their future learning, employment, and life experiences beyond the completion of their secondary program with a Dogwood Diploma.
❖ To improve communication between home, school and community within each school and have schools working in partnership with Aboriginal families increasing home-school involvement to improve Aboriginal student achievement.
❖ To enhance the confidence levels of our Aboriginal learners such that they will have the dignity of knowing who they are, the knowledge of their history, and the confidence to shape their future

CMSD82 Board of Education Approval:
• March 30, 2016 Regular Meeting of the Board of Education (Shared Vision, Mission Statement & District Goals)
• February 28, 2018 Regular Meeting of the Board of Education (Enhancement Agreement Goals)