



**PUBLIC MEETING  
OF THE BOARD OF EDUCATION**

Date: Wednesday, November 13, 2024  
Time: 6:00 p.m.

Boardroom  
District Education Office  
22225 Brown Avenue  
Maple Ridge BC V2X 8N6

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"Impossible is just an opinion." - Paulo Coelho

**A G E N D A**

- A. OPENING PROCEDURES** ITEM 1
1. Territory Acknowledgement
  2. Call to Order
- B. ANNUAL ORGANIZATIONAL MEETING MATTERS** ITEM 2
1. Annual Report of Chairperson
  2. Election of Board Officers/Nomination and Election
    - Chairperson of the Board
    - Vice-Chairperson of the Board
- C. OPENING PROCEDURES: ORDINARY BUSINESS MEETING MATTERS** ITEM 3
1. Correspondence
    - Letter from Board Chair to Ministry re Request to Carry Forward Under Expended 2023-24 Indigenous Education Funds
  2. Approval of Agenda
  3. Invitation for Public Input to matters on the Agenda: *Members of the public can provide input on decision items on the public meeting Agenda by emailing [board@sd42.ca](mailto:board@sd42.ca) by no later than 5:30 pm on November 13, 2024. The email subject line should read: INPUT regarding Decision Item. All public input received will be shared with trustees electronically. This agenda item has a time limit of 10 minutes.*
- D. APPROVAL OF MINUTES** ITEM 4
1. October 16, 2024
- E. PRESENTATIONS** - *Individuals and groups invited by the Board to make presentations on any subject pertinent to Board business. Time limits for individual presentations will be established to allow all speakers to present within the time limit for this item. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.* ITEM 5
1. Trades Programs
- F. DELEGATIONS** - *the Board will receive delegations on any subject pertinent to Board business provided the item has been placed on the agenda by the Agenda Preparation Committee. Time limits for individual delegations will be established to allow all registered delegations to present within the time limit for this item. The Board will ordinarily receive for information the item presented and may take action after due deliberation. This agenda item has a time limit of 20 minutes including questions; extension is at the discretion of the Board.*
- G. DEFERRED ITEMS**

**H. DECISION ITEMS**

- 1. Chairperson
  - a) Board of Education Annual Work Plan ITEM 6
  - b) BCSTA Survey regarding Non-Voting Student Delegates at BCSTA's Annual General Meeting ITEM 7
- 2. Superintendent of Schools
- 3. Secretary Treasurer
- 4. Board Committees and Advisory Committee Reports
  - a) Finance
  - b) Facilities Planning
  - c) Board Policy Development
  - d) Education Advisory
  - e) Indigenous Education Advisory
  - f) Accessibility Advisory

**I. INFORMATION ITEMS**

- 1. Chairperson
- 2. Superintendent of Schools
  - a) Superintendent's Update ITEM 8
- 3. Secretary Treasurer
- 4. Board Committees Report
  - a) Finance
  - b) Facilities Planning
  - c) Board Policy Development
  - i. Policies for Consultation ITEM 9
  - d) Education Advisory
  - e) Aboriginal Education Advisory
  - f) Accessibility Advisory

**J. TRUSTEE MOTIONS AND NOTICES OF MOTIONS**

- 1. BC Games Joint Advocacy Letter ITEM 10

**K. TRUSTEE REPORTS**

- 2. BC School Trustees Association
  - a) Bylaw Review ITEM 11
  - b) Provincial Council ITEM 12

3. District Parent Advisory Council ITEM 13
4. Ridge Meadows Education Foundation ITEM 14
5. City of Maple Ridge, Parks, Recreation and Culture Advisory ITEM 15
6. Ridge Meadows Overdose Community Action Team ITEM 16

**L. QUESTION PERIOD** ITEM 17

*Question period will be restricted to questions only – statements and debate will not be permitted. Questions, with the exception of Trustee questions, will be limited to one question per person. Members of the public can submit questions for the board by emailing them to [board@sd42.ca](mailto:board@sd42.ca) by no later than 5:30 pm on November 13, 2024. The email subject line should read: QUESTION PERIOD. All questions received before the start of the question period will be answered in the order they are received. This agenda item has a time limit of 10 minutes; extension is at the discretion of the board.*

**M. OTHER BUSINESS**

1. Public Disclosure of Closed Meeting Business ITEM 18

**N. ADJOURNMENT**



<b>ITEM 1</b>
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To: **Board of Education**

From: Chairperson  
Elaine Yamamoto

Re: **OPENING PROCEDURES**

Date: November 13, 2024  
(Public Board Meeting)

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**Information**

1. *TERRITORY ACKNOWLEDGEMENT*

We would like to acknowledge that this meeting is taking place on the shared traditional and unceded territories of Katzie First Nation and Kwantlen First Nation. We welcome and recognize all First Nations, Métis, and Inuit students and families in our schools and community. We welcome and recognize the many different cultures that are represented in our schools and community.

2. *CALL TO ORDER*



**ITEM 2**

To: **Board of Education**

From: Board Chairperson  
Elaine Yamamoto

Re: **ANNUAL ORGANIZATIONAL MEETING  
MATTERS**

Date: November 13, 2024  
(Public Board Meeting)

**Decision**

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**1. ANNUAL REPORT OF CHAIRPERSON**

**RECOMMENDATION:**

**THAT the Board receive the Annual Report of the Chairperson for information.**

**2. ELECTION OF BOARD OFFICERS / NOMINATION AND ELECTION**

**BACKGROUND/RATIONALE:**

In accordance with Procedure 2915.1: Trustee Elections – Chairperson and Vice Chairperson (**Attachment A**), prior to the commencement of the election, the process for the election of the Board Chairperson and Vice Chairperson will be approved at the Public Board meeting by Board Resolution.

**RECOMMENDATIONS:**

- 1) THAT the Board approve the Trustee Elections proceedings in accordance with Procedure 2915.1: Trustee Elections – Chairperson and Vice Chairperson.**
- 2) THAT the Board proceed to nominate and elect a new Chairperson and Vice Chairperson in accordance with the steps outlined in Procedure 2915.1.**

Attachment

**SD 42 PROCEDURE: 2915.1**

**TRUSTEE ELECTIONS -  
CHAIRPERSON and VICE-CHAIRPERSON**

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**1. NOMINATION**(a) Process Approval

Prior to the commencement of the election, the process for the election of the Board Chairperson and Vice-Chairperson will be approved at the public Board meeting by Board Resolution.

The Chairperson will call for the following motion:

THAT the Board proceed to elect a new Chairperson and Vice-Chairperson following the nomination and election procedure.

The Chairperson passes the gavel to the Secretary Treasurer who will chair the meeting during the election process.

(b) Nomination Procedure

- i. The Chairperson will call a first time for nominations, for Chairperson for a one-year term. A seconder will not be required for nominations.
- ii. Each nominee will be asked whether he/she agrees to stand for election and can speak to the nomination.
- iii. The Chairperson will call a second and third time for nominations for Chairperson for a one-year term.
- iv. If after three (3) calls, there is only one nominee for the office, and that nominee accepts, the Chairperson declares that person the duly elected Chairperson of the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows), for a one (1) year period ended the next November.

**2. ELECTION PROCEDURE IN PERSON BOARD MEETING**

This procedure is used if all trustees are present in person.

- (a) If more than one person is nominated, the Chairperson will call for a motion to appoint scrutineers. The motion will read as follows:

THAT \_\_\_\_\_ and \_\_\_\_\_ be appointed scrutineers for the election of Board Chairperson and Vice-Chairperson.

- (b) The Chairperson will call on scrutineers to distribute, collect and count the ballots.
- (c) Trustees will vote by secret ballot.
- (d) Scrutineers will report the results of each ballot only to the Chairperson of the meeting, who shall announce the Trustee who has received the majority of the votes cast.
- (e) The Trustee receiving the majority of votes cast shall be declared elected. In accordance with *Robert's Rules of Order*, if on the first or subsequent ballots a nominee does not receive a majority, voting for the office with all nominees remaining on the ballots shall continue until a majority vote is obtained for a single candidate.
- (f) The Chairperson will then call for nominations for Vice-Chairperson of the Board of Education for a one (1) year term and repeat the nomination process outlined above.
- (g) If ballots were required, the Chairperson will call for the following motion:

THAT the scrutineers destroy the ballots for the election of either Chairperson or Vice-Chairperson, or both and that the scrutineers are discharged with gratitude.
- (h) The Chairperson will then pass the gavel to the newly elected Chairperson who will conduct the balance of the meeting.

### **3. ELECTION PROCEDURE IN ELECTRONIC BOARD MEETING**

This procedure is used if the board meeting has been convened by electronic means.

- (a) If more than one person is nominated, the Chairperson will call for a motion to appoint scrutineers. The motion will read as follows:

THAT \_\_\_\_\_ and \_\_\_\_\_ be appointed scrutineers for the election of Board Chairperson and Vice-Chairperson.
- (b) The Chairperson will call on scrutineers to set-up and launch an online anonymous poll for the election of Chairperson or Vice-Chairperson and count the votes cast.
- (c) Trustees will vote by online anonymous poll.
- (d) Scrutineers will report the results of each vote only to the Chairperson of the meeting, who shall announce the Trustee who has received the majority of the votes cast.
- (e) The Trustee receiving the majority of votes cast shall be declared elected. In accordance with *Robert's Rules of Order*, if on the first or subsequent ballots a nominee does not receive a majority, voting for the office with all nominees remaining on the ballots shall continue until a majority vote is obtained for a single candidate.

(f) The Chairperson will then call for nominations for Vice-Chairperson of the Board of Education for a one (1) year term and repeat the nomination process outlined above.

(g) If ballots were required, the Chairperson will call for the following motion:

THAT the scrutineers delete the online poll results for the election of either Chairperson or Vice-Chairperson, or both and that the scrutineers are discharged with gratitude.

(h) The Chairperson will then pass the gavel to the newly elected Chairperson who will conduct the balance of the meeting.





To: **Board of Education** From: Chairperson  
Re: **OPENING PROCEDURES: ORDINARY** Date: November 13, 2024  
**BUSINESS MEETING MATTERS** (Public Board Meeting)

**Information & Decision**

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1. *CORRESPONDENCE*

- Letter from Board Chair to Ministry re Request to Carry Forward Under Expended 2023-24 Indigenous Education Funds

**RECOMMENDATION:**

**THAT the Board receive the correspondence for information.**

Attachment

2. *APPROVAL OF AGENDA (Decision Item)*

**RECOMMENDATION:**

**THAT the Agenda be approved as circulated.**

3. *INVITATION FOR PUBLIC INPUT TO MATTERS ON THE AGENDA - Members of the public can provide input on decision items on the public meeting Agenda by emailing [board@sd42.ca](mailto:board@sd42.ca) by no later than 5:30 p.m. on November 13, 2024. The email subject line should read: INPUT regarding Decision Item. All public input received will be shared with trustees electronically. This agenda item has a time limit of 10 minutes.*



October 16, 2024

Ministry of Education and Child Care  
 PO Box 9045 Stn Provincial Government  
 Victoria, BC V8W 9E2

**RE: Request to Carry Forward Under-Expended 2023/24 Indigenous Education Program Targeted Funds**

Pursuant to Section 106.4(2) of the *School Act*, School District No. 42 (Maple Ridge - Pitt Meadows) requests approval to carry forward under-expended funding of \$233,975 from the 2023/24 fiscal year to the 2024/25 fiscal year to be expended on Indigenous Education programs. This amount is calculated as follows:

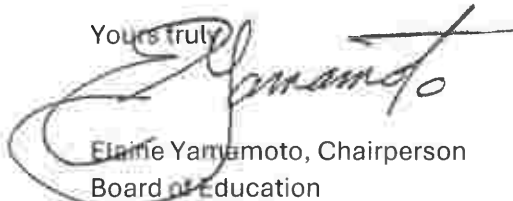
2022/23 approved carry forward into 2023/24	\$ 350,905
2023/24 operating grant per table 4b	2,376,900
2023/24 summer learning grant per table 9b	9,737
<b>Total targeted funding for 2023/24</b>	<b>2,737,542</b>
Actual spending per 2023/24 financial statements:	
Total of Schedule 2C, Function-Program 1.31 Indigenous Education operating expense	2,649,595
Non-targeted expense included on Schedule 2c, Function-Program 1.31 Indigenous Education	(222,801)
Included in Schedule 2, Tangible Capital Assets (house pole made at school by an Indigenous artist for culture learning)	76,773
<b>Total actual spending for 2023/24</b>	<b>2,503,567</b>
<b>Carry forward of Indigenous Education Program Targeted Funds from 2023/24 to 2024/25</b>	<b>\$ 233,975</b>

Work is underway to establish an Indigenous Education Council (IEC) as per Bill 40. While an IEC is not yet established in the district, consultation on the unspent funds and the development of a spending plan for the 2024/25 year occurred on October 4, 2024. This consultation included representatives of Katzie First Nation, Kwantlen First Nation, Fraser River Indigenous Society, and Golden Ears Metis Society. On October 16, 2024 the Board of Education approved this proposal which includes the allocation of one-time staffing funding and supplies, utilizing the under-expended amount of \$233,975. This support will focus on the following priorities, including language and cultural support for students, as well as supplies outlined below:

- Hire a temporary Indigenous Education Helping Teacher to provide support at elementary level (\$81K)
- Increase work hours per week of temporary Indigenous Education Support Worker time (\$31K)
- TTOC time to dispatch librarian to update Indigenous Education District Resource Library, SPARK for classroom teachers, and the Indigenous Education Webpage (\$26K).
- Supplies for school-based food sovereignty, Indigenous Education programming, materials, celebration with community, and other general supplies (\$36K)
- Support 2024-25 budget shortfall (\$60K)

Thank you for your consideration.

Yours truly,



Elaine Yamamoto, Chairperson  
 Board of Education



**ITEM 4**

To: **Board of Education**

From: Chairperson

Re: **APPROVAL OF MINUTES**

Date: November 13, 2024  
(Public Board Meeting)

**Decision**

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**RECOMMENDATION:**

**THAT the Minutes of the October 16, 2024, Public Board Meeting be approved as circulated.**

Attachment



**MINUTES OF THE  
PUBLIC BOARD OF EDUCATION MEETING  
Wednesday, October 16, 2024 (6:00 PM)  
Boardroom, District Education Office**

**IN ATTENDANCE:**

Chairperson – Elaine Yamamoto	Superintendent – Teresa Downs
Vice Chairperson – Kim Dumore	Secretary Treasurer – Richard Rennie
Trustee – Hudson Campbell	Deputy Superintendent – Cheryl Schwarz
Trustee – Gabriel Liosis	Assistant Secretary Treasurer – Iris Mo
Trustee – Pascale Shaw	Senior Manager, Communications – Irena Pochop
Trustee – Katie Sullivan	Executive Coordinator – Rebecca Lyle
Trustee – Mike Murray	

GUESTS:

Steve Wiebe, Principal, District Alternate School  
 Penny Griffin, Implementation Program Coordinator, Dual Credit Program  
 Kathleen Anderson, District Principal, Indigenous Education  
 Louie Giroto, Director of Facilities

**A. OPENING PROCEDURES**1. Territory Acknowledgement

The Chairperson acknowledged that this meeting is taking place on the shared traditional and unceded territories of Katzie First Nation and Kwantlen First Nation. The Chairperson welcomed and recognized all First Nations, Métis, and Inuit students and families in our schools and community. The Chairperson welcomed and recognized the many different cultures that are represented in our schools and community.

2. Call to Order

The Chairperson called the Public Board meeting to order at 6:02pm.

The Chairperson welcomed and thanked everyone for attending.

3. Correspondence4. Approval of Agenda**Moved/Seconded**

THAT the Agenda be approved as circulated.

**CARRIED**5. Invitation for Public Input to matters on the Agenda

The Chairperson advised that members of the public were able to provide input on decision items on the Agenda by emailing [board@sd42.ca](mailto:board@sd42.ca) by no later than 5:30pm on October 16, 2024.

No Public Input was received.

6. Approval of Minutes

**Moved/Seconded**

THAT the Minutes of the September 18, 2024, Public Board Meeting be approved as circulated.

**CARRIED**

**B. PRESENTATIONS**

1. Dual Credit Programs

Principal of District Alternate School Steve Wiebe and Implementation Program Coordinator Penny Griffin presented to the board on dual credit opportunities in the school district.

**Moved/Seconded**

THAT the Board receive for information the presentation on the Dual Credit Programs.

**CARRIED**

**C. DELEGATIONS**

**D. DEFERRED ITEMS**

**E. DECISION ITEMS**

1. Chairperson
2. Superintendent of Schools
3. Secretary Treasurer

a) Indigenous Education 2023/24 Targeted Funding Surplus

The Deputy Superintendent and District Principal of Indigenous Education reported that the 2023/24 Indigenous Education targeted funding was underspent, resulting in a surplus of \$233,975 as at June 30, 2024 and that approval to carry forward underspent funding to 2024/25 is required.

**Moved/Seconded**

That the Board approve the spending plan for inclusion of the 2023/24 targeted Indigenous Education funding surplus of \$233,975 in the 2024/25 Amended Annual Budget.

**CARRIED**

b) 2023/24 Statement of Financial Information (SOFI)

The Secretary Treasurer reported on the School District Statement of Financial Information (SOFI) for the year ended June 30, 2024.

The report is prepared annually in accordance with the Financial Information Act. Included in the report are a schedule of remuneration and expenses that lists total remuneration and total expenses paid to each trustee, and to employees with remuneration exceeding \$75,000, and a schedule of suppliers of goods and services that lists total payments to each supplier exceeding \$25,000.

**Moved/Seconded**

THAT the Board approve the School District Statement of Financial Information for the fiscal year ended June 30, 2024.

**CARRIED**

c) 2024/25 Capital Plan Bylaw (#2)

The Secretary Treasurer reported that on September 18, 2024 the Ministry of Education and Child Care (MECC) issued an Amended Ministry Response Letter to the Annual Five-Year Capital Plan Submission and identified an amendment to add the approval for the addition of eight prefabricated classrooms for Golden Ears Elementary and five prefabricated classrooms for Blue Mountain Elementary. It was further reported that the Project Definition Report for Pitt Meadows Secondary replacement school was removed as it was completed in May 2024 and the MECC announced funding in August 2024 for this project to proceed.

To access funding for the included projects the Board must adopt a single Capital Bylaw which authorizes an appropriate official to execute project agreements related to the expenditures contemplated by the underlying capital plan.

**Moved/Seconded**

- (1) THAT the Capital Bylaw No. 2024/25-CPSD42-02 – be given three (3) readings at this meeting. (vote must be unanimous)

**CARRIED UNANIMOUSLY****Moved/Seconded**

- (2) THAT the Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows) Capital Bylaw No. 2024/25-CPSD42-02 be:

Read a first time on the 16th day of October, 2024;

Read a second time on the 16th day of October, 2024;

Read a third time, passed, and adopted on the 16th day of October, 2024.

**CARRIED**

## 4. Board Committees and Advisory Committee Reports

- a) Finance
- b) Facilities Planning
- c) Board Policy Development

i. Policies for Approval

The Superintendent shared the Committee's recommendation to approve non-substantive updates to policies: 7710 Professional Development, 8220 School Day, 8330 Board/Authority Authorized Courses, 8801 Course Challenge, 8912 Independent Directed Studies, and Policy 10200 Communications.

Discussion ensued to amend the motion presented in the agenda package.

**Moved/Seconded**

THAT the Board strike policy 8220 from the policy approval motion;  
AND FURTHER THAT policy 8220 be referred to the Board Policy Development Committee.

**CARRIED****Moved/Seconded**

THAT the Board approve the following updated policies:

- 7710: Professional Development
- 8330: Board/Authority Authorized Courses
- 8801: Course Challenge
- 8912: Independent Directed Studies
- 10200: Communications

**CARRIED**

- d) Education Advisory
- e) Indigenous Education Advisory
- f) Accessibility Advisory

5. Indigenous Education Council

**F. INFORMATION ITEMS**

- 1. Chairperson
- 2. Superintendent of Schools
  - a) Superintendent's Update

The Superintendent presented information on the following topics:

- Student Enrolment Update, including variances from projection to actual for September starts
- Annual Water Testing Plan

**Moved/Seconded**

THAT the Board receive the Superintendent's Update, for information.

**CARRIED**

- 3. Secretary Treasurer
- 4. Board Committees and Advisory Committee Reports
  - a) Finance
  - b) Facilities Planning
  - c) Board Policy Development
  - d) Education Advisory
  - e) Indigenous Education Advisory
  - f) Accessibility Advisory

5. Indigenous Education Council

**G. TRUSTEE MOTIONS AND NOTICES OF MOTIONS**

- a) Naloxone Training in SD42

The Superintendent reported that the Board had received a privileged and confidential legal opinion on Naloxone training in SD42 and had an opportunity to discuss next steps.

The following motion was moved instead of the motion presented in the agenda package.

**Moved/Seconded**

THAT the Board of Education direct the Superintendent to investigate best practices amongst school districts including:

- 1. students receiving comprehensive naloxone training by the end of Grade 10. The education will include training on recognizing the signs of an opioid overdose, administering naloxone, and calling for emergency assistance;
- 2. access to naloxone by making it available in all schools, with clear procedures for its safe use by students and staff;
- 3. each campus has at least one staff member with formal and ongoing naloxone training;

AND FURTHER THAT the Superintendent implement appropriate practices for the protection of members of the school community and provide a report on implementation by January 2025.

**CARRIED**

**H. TRUSTEE REPORTS**

BCSTA Comprehensive School Health Working Group

Trustee Dumore highlighted the One Province, One Plan report coming in November.

Ridge Meadows Community Action Table

Trustee Dumore highlighted the presentation at the meeting and upcoming events.

District Parent Advisory Council

Trustee Yamamoto expressed appreciation for links to community events and food prepared by Chef Randle.

Youth Planning Table

Trustee Dumore shared staff updates, updated service hours, and upcoming events.

**I. QUESTION PERIOD**

A question was received regarding the Indigenous Education targeted funding surplus.

**J. OTHER BUSINESS**

**K. ADJOURNMENT**

**Moved/Seconded**

THAT the Board adjourn the meeting.

**CARRIED**

The Public Board meeting adjourned at 7:37pm.

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Elaine Yamamoto, Chairperson

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Richard Rennie, Secretary Treasurer





**ITEM 5**

To: **Board of Education**

From: Chairperson  
Elaine Yamamoto

Re: **TRADES PROGRAMS PRESENTATION**

Date: November 13, 2024  
(Public Board Meeting)

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**Information**

**BACKGROUND:**

The following staff members have prepared a presentation on the Trades Programs:

- Brad Dinger, Teacher, District Alternate School
- Steve Wiebe, Principal, District Alternate School

**RECOMMENDATION:**

**THAT the Board receive for information the presentation on the Trades Programs.**



**ITEM 6**

To: **Board of Education**

From: Secretary Treasurer  
Richard Rennie

Re: **BOARD OF EDUCATION  
ANNUAL WORK PLAN**

Date: November 13, 2024  
(Public Board Meeting)

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**Decision**

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**BACKGROUND/RATIONALE**

The annual work plan for the board serves to outline, at a high level, the various activities of the Board and the anticipated timing of those activities. Activities include decision and information items considered at public and closed board meetings, as well as engagement and advocacy activities that occur outside of board meetings.

At the May 18, 2022 public board meeting, the Board received the existing Annual Board Work Plan (**Attachment A**) which is published on the school district website at [www.sd42.ca/board-of-education/board-meeting-agendas](http://www.sd42.ca/board-of-education/board-meeting-agendas).

At the March 6, 2024 public board meeting, the Board approved the following items related to the timing and content of the Board's annual work plan:

- The regular board meeting schedule for 2024/25, which is published on the school district website at [www.sd42.ca/board-of-education/board-meeting-agendas](http://www.sd42.ca/board-of-education/board-meeting-agendas).
- The Board's Operational Plan, which is published on the school district website at [www.sd42.ca/board-of-education/strategic-plan](http://www.sd42.ca/board-of-education/strategic-plan) and contains detailed goals and action plans for the Board.

The proposed Board of Education Annual Work Plan (**Attachment B**) includes additional items not reflected in the existing work plan and changes to the timing for certain items. It has been carefully designed to align with both the approved board meeting schedule and the Board's Operational Plan, ensuring the Board can effectively meet its strategic goals while fulfilling its responsibilities.

**RECOMMENDATION**

**THAT the Board approve the proposed Board of Education Annual Work Plan for posting on the school district website.**

Attachment A: Existing Board of Education Annual Work Plan

Attachment B: Proposed Board of Education Annual Work Plan

# ANNUAL BOARD WORK PLAN

## SEPTEMBER

- ☑ Review the Audit findings - September 15
- ☑ Approve Audited Financial Statements -September 30
- ☑ Review the Supporting All Learners Annual Report
- ☑ Submit Executive Compensation Disclosure to Public Sector Employers' Council - September 30
- ☑ Review the Board Policy Development Committee Work Plan
- ☑ Consider Motions to BCSTA Provincial Council

## OCTOBER

- ☑ Submit Learning Improvement Fund to the BC Ministry of Education
- ☑ Submit Staffing Plan to the BC Ministry of Education
- ☑ Complete Board Self Evaluation
- ☑ Recognize World Teachers' Day
- ☑ Represent Board at BCPSEA Symposium
- ☑ Represent Board at BCSTA Provincial Council Meeting
- ☑ Represent Board at Ministry of Education Annual Liaison Meeting

## NOVEMBER

- ☑ Review Class Size
- ☑ Report on School Organizations
- ☑ Receive Enrolment Update Report
- ☑ Review and Approve First Quarter Financial Statements
- ☑ Complete Superintendent Growth Plan Review
- ☑ Election of Board Chairperson and Vice Chairperson
- ☑ Annual Chairperson Report
- ☑ Attend the BCSTA Trustee Academy

## DECEMBER

- ☑ Approve Trustee Appointments to Committees and Community Liaison Groups Strategic Plan Review
- ☑ Approve the Budget Process for upcoming year
- ☑ Consider Motions for BCSTA Annual General Meeting and Provincial Council
- ☑ Statement of Financial Information (SOFI) - December 31

## JANUARY

- ☑ Receive the Ministry of Education Funding Update
- ☑ Review Terms of Engagement and Appoint or Reappoint Financial Statements Auditor
- ☑ Approve School Plans
- ☑ Board and Departmental Operational Plans Review
- ☑ Receive the Budget Implementation Feedback
- ☑ Represent Board at BCPSEA Annual General Meeting

## FEBRUARY

- ☑ Adopt the Amended Annual Budget Bylaw - February 28
- ☑ Review and Approve Second Quarter Financial Statements
- ☑ Review and Approve Board/Authority Authorized Courses and Programs of Choice
- ☑ Review Three-Year Enrolment Projection - February 15
- ☑ Receive Enrolment Update Report
- ☑ Represent Board at BCSTA Provincial Council Meeting

## MARCH

- ☑ Receive Ministry of Education Estimated Funding for upcoming year
- ☑ Meetings with Partner Groups on Budget
- ☑ Approval of School District Calendar

## APRIL

- ☑ Receive Proposed Preliminary Budget
- ☑ Engage in the Budget Consultation Process
- ☑ Adopt the Annual Facilities Grant Bylaw
- ☑ Approve the Preliminary Budget for Implementation
- ☑ Receive Annual Review of Rental Fees
- ☑ Attend the BCSTA Annual General Meeting

## MAY

- ☑ Receive and Approve the Third Quarter Financial Statements
- ☑ Adopt the Annual Budget Bylaw - June 30
- ☑ Approve Academies Specialty Fees and School Fees
- ☑ Receive the Climate Change Accountability Report

## JUNE

- ☑ Receive the Indigenous Education Report
- ☑ Adopt the Board Calendar for the Upcoming Year
- ☑ Review Trustees Remuneration
- ☑ Approve Five-Year Capital Plan for Submission to BC Ministry of Education

## OTHER ITEMS SCHEDULED AS NEEDED

- Review and Approve Board Policies and Bylaws
- Review and Approve Capital Project Bylaws
- Hear Appeals as needed
- Ratify Principal and Vice-Principal Appointments
- Ratify Collective Agreements
- Approve Exempt Compensation
- Approve Disposition of Real Property (land and buildings)
- Declare Facilities Surplus for General School Needs
- Recognize School and Community Highlights
- Receive IT Plan Updates
- Receive Energy Management Plan Updates
- Represent Board at BCSTA Branch Meetings
- Attend School Functions
- Attend Employee Recognition Events

# BOARD OF EDUCATION ANNUAL WORK PLAN

## SEPTEMBER

- ☑ Approve Audited Financial Statements
- ☑ Approve Five-Year Capital Plan for Minor Capital Programs
- ☑ Approve Supporting All Learners: Enhancing Student Learning Annual Report
- ☑ Receive Audit Findings Report
- ☑ Receive Student Transportation Update
- ☑ Receive Summer Learning Update
- ☑ Receive Executive Compensation Disclosure Report
- ☑ Receive Board Policy Development Committee Work Plan
- ☑ Receive Whistleblower Protection Policy Annual Report
- ☑ Complete Conflict of Interest Declarations
- ☑ Consider Motions for BCSTA Provincial Council

## OCTOBER

- ☑ Approve Statement of Financial Information
- ☑ Complete Board Self Evaluation
- ☑ Represent Board at BCSTA Provincial Council Meeting
- ☑ Consider Motions for BCSTA Annual General Meeting

## NOVEMBER

- ☑ Issue Annual Chairperson Report
- ☑ Elect Board Chairperson and Vice Chairperson
- ☑ Receive Enrolment Update
- ☑ Represent Board at BCPSEA Symposium
- ☑ Attend BCSTA Trustee Academy

## DECEMBER

- ☑ Approve First Quarter Financial Statements
- ☑ Approve Preliminary Budget Process and Consultation Timeline
- ☑ Receive Chairperson's Trustee Appointments to Committees and Community Liaison Groups
- ☑ Consider Motions for BCSTA Provincial Council and Annual General Meeting

## JANUARY

- ☑ Approve School Growth Plans
- ☑ Approve Motions to BCSTA Annual General Meeting
- ☑ Receive Ministry Funding Update
- ☑ Complete Financial Disclosure Act Statement of Disclosure Forms
- ☑ Represent Board at BCPSEA Annual General Meeting

## FEBRUARY

- ☑ Approve Board and Departmental Operational Plan Updates
- ☑ Approve Board/Authority Authorized Courses and Programs of Choice
- ☑ Approve Non-Resident Student Fees
- ☑ Approve Second Quarter Financial Statements
- ☑ Adopt Amended Annual Budget Bylaw
- ☑ Receive Three-Year Enrolment Projection
- ☑ Represent Board at BCSTA Provincial Council Meeting

## MARCH

- ☑ Approve Facility Rental Fee Rates
- ☑ Approve Board Meeting Schedule
- ☑ Approve Trustee Remuneration
- ☑ Receive Ministry Funding Estimate for upcoming year
- ☑ Receive Input from the Indigenous Education Council on Budget Priorities
- ☑ Receive Input from Partner Groups and Students on Budget Priorities
- ☑ Receive Enhancing Student Learning Feedback Report
- ☑ Consider Updates to the Strategic Plan
- ☑ Represent Board at BCSTA Meeting
- ☑ Represent Board at Ministry of Education and Child Care Liaison Meeting

## APRIL

- ☑ Receive Proposed Preliminary Budget
- ☑ Engage in Budget Consultation Process
- ☑ Approve Preliminary Budget Changes and Budget Bylaw
- ☑ Approve Annual Facilities Grant Spending Plan
- ☑ Attend the BCSTA Annual General Meeting

## MAY

- ☑ Approve Third Quarter Financial Statements
- ☑ Approve School Fees and Specialty Academy Fees
- ☑ Approve Eligible School Sites Proposal
- ☑ Approve Joint First Nation Student Transportation Plan
- ☑ Approve Financial Statement Audit Plan
- ☑ Receive Environmental Sustainability Update and Climate Change Accountability Report
- ☑ Engage with Secondary Students for Input

## JUNE

- ☑ Approve Five-Year Capital Plan for Major Capital Programs and Building Envelope Program
- ☑ Complete Superintendent Evaluation and Growth Plan
- ☑ Receive Annual District Parent Advisory Council Report

*Continued on next page.*

## **ONGOING ENGAGEMENT AND ADVOCACY**

- Engage in Trustee Professional Development
- Engage in Advocacy Initiatives
- Engage with Local Governments (municipal and first nations)
- Engage with Students, Staff, and School Communities
- Prepare and Issue Advocacy Letters
- Represent Board at BCSTA Branch Meetings
- Represent Board in Committees and Community Liaison Groups
- Recognize Students and Staff
- Attend School and District Functions
- Attend Employee Recognition Events
- Attend Community Events

## **OTHER ITEMS SCHEDULED AS NEEDED**

- Develop and Approve Board Policies and Bylaws
- Approve Ad Hoc Capital Project Bylaws
- Approve Budget Changes
- Approve Collective Bargaining Plans
- Approve Disposition of Real Property (land and buildings)
- Approve Exempt Compensation Framework
- Approve Local Education Agreements
- Approve Motions to BCSTA Provincial Council
- Approve School District Calendars
- Approve Strategic Facilities Plan
- Appoint Financial Statement Auditor
- Ratify Collective Agreements
- Ratify Principal and Vice Principal Appointments
- Receive Indigenous Education Council Advice
- Receive Operational Updates
- Receive Principal and Vice Principal Cohort Placements
- Receive Student and Staff Presentations
- Hear Appeals
- Issue Chairperson Updates



**ITEM 7**

To: **Board of Education**

From: Chairperson

Re: **BCSTA SURVEY REGARDING NON-VOTING STUDENT DELEGATES AT BCSTA'S ANNUAL GENERAL MEETINGS**

Date: November 13, 2024  
(Public Board Meeting)

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**Decision**

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**BACKGROUND/RATIONALE:**

In April 2024, the BC School Trustees Association (BCSTA) Provincial Council membership passed motion 9 that states: "That the BCSTA develop a process for the inclusion of non-voting student delegates at BCSTA Annual General Meetings, and that a report on progress be provided to the 2025 Annual General Meeting." This motion approved by the Board of Education of School District No. 42 at the January 17, 2024, public board meeting. A copy of correspondence related to this advocacy initiative is available on the school district website at <https://www.sd42.ca/assets/media/2024-01-17-Non-Voting-Student-Delegates-at-BCSTA-AGMs.pdf>

Following the BCSTA AGM, this motion was referred to the BCSTA Board of Directors (BCSTA board) for further consideration.

At the June BCSTA board meeting, the BCSTA board discussed various factors related to motion 9 and subsequently passed the following motion to have someone undertake the work: "That the board of directors approves the CEO enlisting the support of a consultant to further work on motion 9, with the funding for this work to come from the internally restricted funds up to an initial limit of \$5,000."

BCSTA CEO Hoffman contracted former BCSTA CEO Mike Roberts to complete this work and Mr. Roberts has provided a report to the BCSTA board dated September 2024 (**Attachment A**) that contains implications, considerations, and recommendations.

At the September BCSTA board meeting, the board considered the report and determined further consultation with the membership is required before the association develops a process as directed by the motion. The process for further follow up will be as follows:

- October 24: Update to board chairs on board chair call
- October 26: Preliminary feedback to staff and the board of directors from provincial council
- October 29: Distribution of survey to board chairs for feedback from boards of education
- November 29: Deadline for responses from boards of education
- December 12: Update to board of directors
- April 2025: Update to AGM member boards

Board chairs are to complete the survey on the following questions, covering opportunities and challenges across three main areas for consideration, and submit to BCSTA by November 29, 2024:

1. When considering safety, supervision and liabilities of students at BCSTA's AGM, what are some opportunities?
2. When considering safety, supervision and liabilities of students at BCSTA's AGM, what are some challenges?
3. When considering logistics and financial considerations of students at BCSTA's AGM, what does your board see as opportunities?
4. When considering logistics and financial considerations of students at BCSTA's AGM, what are some challenges?
5. When considering equity and representation of students at BCSTA's AGM, what are some opportunities?
6. When considering equity and representation of students at BCSTA's AGM, what are some challenges?

**RECOMMENDATION:**

**THAT the Board authorize the Board Chairperson to complete the survey, based on the feedback collected, and submit the survey to the BCSTA on the Board's behalf by November 29, 2024.**



**PROVINCIAL COUNCIL MEETING:** October 26, 2024

## **AGENDA ITEM 9.1: 2024 AGM Motion 9 Report - *Non-voting Student Delegates at BCSTA's Annual General Meeting***

### **BACKGROUND:**

In April 2024, the membership passed motion 9 that states:

*That the BCSTA develop a process for the inclusion of non-voting student delegates at BCSTA Annual General Meetings, and that a report on progress be provided to the 2025 Annual General Meeting.*

Following the AGM, this motion was referred to the board of directors for further consideration.

At the June board meeting, the board discussed various factors related to motion 9 and subsequently passed the following motion to have someone undertake the work:

*That the board of directors approves the CEO enlisting the support of a consultant to further work on motion 9, with the funding for this work to come from the internally restricted funds up to an initial limit of \$5,000.*

CEO Hoffman contracted former CEO Mike Roberts to complete this work, and he has provided the attached report (**Attachment A**), that contains implications, considerations and recommendations for the board's consideration.

At the September board of directors meeting, the board considered the report and determined further consultation with the membership is required before the association develops a process as directed by the motion. The process for further follow up will be as follows:

- October 24 Update to board chairs on board chair call
- October 26 Preliminary feedback to staff and the board of directors from provincial council
- October 29 Distribution of survey to board chairs for feedback from boards of education
- November 29 Deadline for responses from boards of education
- December 12 Update to board of directors
- April 2025 Update to AGM member boards

**Attachment A:** 2024 AGM Motion 9 Report - *Non-voting Student Delegates at BCSTA's Annual General Meeting*

### **RECOMMENDATION:**

This item is for feedback and no decision is required by the Provincial Council.

**SUBMITTED BY:** Suzanne Hoffman, *Chief Executive Officer*  
Maggie Yuen, *Executive Administrator*



# **Non-voting Student Delegates at BCSTA's Annual General Meeting**

A review of considerations and recommendations

Submitted to the BCSTA Board of Directors  
by Consultant Mike Roberts  
September 2024

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# Non-voting Student Delegates at BCSTA's Annual General Meeting

At the April 2024 British Columbia School Trustees Association (BCSTA) Annual General Meeting (AGM), member delegates passed the following motion.

***THAT the BCSTA develop a process for the inclusion of non-voting student delegates at BCSTA Annual General Meetings, and that a report on progress be provided to the 2025 Annual General Meeting.***

In response to the motion, the elected BCSTA Board of Directors (i.e. the Board) initiated a research project to help inform the development of the process as noted in the above motion. Upon receiving this report, the Board will develop a set of parameters, strategies and potential decisions in response to the recommended inclusion of non-voting student delegates at the BCSTA AGM. A report on the Board's progress in this matter will be provided to delegates at the association's 2025 AGM.

## 1. The Mandate of this Report

The intent of this report is to provide information as well as a variety of options, considerations and cautions to the BCSTA Board in regard to the inclusion of non-voting student delegates at BCSTA's Annual General Meetings. It is, however, the responsibility of the Board to determine any course of action or specific recommendations going forward.

While this report raises a variety of points and considerations, it will not direct any decisions or provide a final recommended solution to the issues that have been raised. The information and considerations included in the report are also not prioritized or listed in order of importance. The purpose and intent of the report is not to specify a course of action, but rather to provide the BCSTA Board, and perhaps ultimately the association's member boards, with information and considerations to assist them to make the best decisions possible in regard to the issues that have been raised through the original motion (as detailed above).

It should be noted that trustee delegates to the BCSTA 2024 AGM voted down a motion that the association advocate for the establishment of student trustee positions with full voting rights. As this motion was defeated, there is no consideration of that course of action in this review.

## 2. General Background and Commentary on student participation at Boards of Education and BCSTA events

Over the past ten or so years, a number of boards of education (i.e. boards) in B.C. have incorporated non-voting student representatives into their formal structure. This is not unique, nor 'leading edge' in Canada as Ontario mandated student trustees for all school boards in 1999 and had an optional structure in place beginning as early as 1977. A few other jurisdictions in Canada, such as Nunavut, New Brunswick, Saskatchewan and Alberta also have existing examples of student trustees on at least some of their school boards. It is fair to say, however, that the majority of school boards in B.C. and Canada do not have a sitting student representative.

The Canadian School Boards Association (CSBA), of which BCSTA is a member, has previously issued a statement supporting student 'voice' in the governance of education provided by school boards. The statement provides a number of recommendations for local school boards, although it does not specifically call for student representatives to sit at the table with elected trustees. The CSBA statement on student voice concludes with the following:

*The Canadian School Boards Association believes the benefits of student voice in the governance of education offer great value and enhance the delivery of education to meet student's needs. All school boards in the country are encouraged to find ways to embed student voice in their decision-making to demonstrate their commitment to student-centered education.*

The B.C. Ministry of Education and Child Care has not taken a position regarding the participation of non-voting student representatives on local boards of education; nor is there any provision in the provincial School Act that allows for the creation of student representative positions with voting rights on boards of education. It is interesting to note that the Ministry of Education and Child Care ceased financial and staff support for the provincial Student Voice program several years ago, leaving the BC Principals' and Vice-Principals' Association (BCPVPA) as the sole financial sponsor and organizer of the program. Although the BCPVPA maintained the program on its own for a few years, the Student Voice program was recently cancelled primarily due to the increasing costs to that member-financed association.

To date, the BCSTA has allowed individual member boards to have non-voting student representatives accompany their trustees to some association events, including the AGM. Students attending AGM were not, however, provided the general right to speak to motions or participate in debate. On occasion, the assembly has voted to allow 'guest' students to speak to specific issues during the debate of motions, but this has been a relatively rare occurrence.

It is important to note that the BCSTA membership has twice passed AGM motions in recent years advocating for legislated implementation of student trustees (Motions 18: A2014-18 and Motion 1: A2018-11). The province has yet to make any changes to existing legislation or regulations in response to these motions.

Although there has been limited formal acceptance of student trustees (non-voting or voting) on school boards outside of Ontario, many boards across Canada have created opportunities for student input. District student councils, representative forums, student panels, and survey opportunities have been implemented in most school districts in B.C. Although student representatives do not always sit at the board table with trustees, their input is still being sought on a variety of decisions and issues. BCSTA has in recent years also incorporated student panels into several of its professional learning events in order to highlight the views, concerns and suggestions of students.

### 3. Considerations for BCSTA and individual Boards of Education

There are a number of considerations and questions that both the BCSTA executive and individual member boards of education will want to review in determining an appropriate course of action leading to the implementation of policy that allows for broad participation of non-voting student delegates at the association's annual general meeting.

Raising these issues is not intended as advocacy for any particular course of action. Rather, the association and its member boards should be fully informed as to the considerations and questions raised when making the decision they feel is best. In short, once everyone understands the considerations and questions, they can better decide on an appropriate course of action and know its resulting implications.

#### a. Clarification of Intent - What is the end goal?

Before the BCSTA Board considers and ultimately decides on its recommendations and course of action in response to the motion at hand, it should first consider the objective, goal and/or the problem that it has been asked to address.

The first consideration is whether or not the priorities and decisions of boards can be improved through the inclusion of 'student voice'. The assumption is that the sponsors and supporters of the 2024 AGM motion believed this to be the case. Commentary and research going back to the 1980's support this point of view.

In general, there is a widely held belief that the decisions of school boards and individual trustees are best made when fully informed by the perspectives and beliefs of a broad base of community members including students. Trustees should be encouraged to hear and take into account the perspectives of parents, community representatives, special interest groups, and students when making decisions regarding their school district. To not do so would leave a board to operate 'in a vacuum'. Thus, the question is really one of how best to allow for and foster this valuable input.

While every member of society has some stake in the success of their local schools and school district, it should be recognized that students are usually the persons most directly affected by board of education decisions. A common phrase now often heard in society is 'No decision about me without me'. In short, it is the belief that those persons directly affected by decisions must have the opportunity to participate in debate and influence the choices made by elected officials. When boards of education are making decisions that affect students, they should be considering how the voices of those students may best be heard.

What is the motivation or end goal for each of the following groups through the inclusion of non-voting student representatives in the BCSTA AGM debate of motions?

- Of BCSTA?

Working to ensure that the motions passed at its annual general meeting appropriately inform the association's goals, objectives, decisions, advocacy and outcomes for the year(s) ahead. It is assumed by the motion that was passed by member boards that the direct inclusion of student voice will improve this process as well as the resulting outcomes.

- Of Boards of Education?

The end goal of individual boards and trustees is much like that of BCSTA. It is assumed by the passing of the noted motion that trustees believe the quality of their decisions will be improved through the inclusion of student voice directly in the debate of motions.

- Of students?

Although students were not directly involved in the passing of the motion, it can fairly be assumed that the objective of students is to have their voice heard by the member boards of BCSTA. Although the decisions made at BCSTA's AGM and the actions of BCSTA do not have the same direct implications for students as those of boards of education or the provincial government, they nonetheless can have significant influence over the K-12 education system.

It is also important to remember that student 'representatives' would be there to represent the views and needs of all students, and not just those of themselves. Expectations and processes should be established to ensure, as much as possible, that participating students truly represent the diversity of their peers.

### b. Appropriate parameters for non-voting student participation

Any move to open BCSTA's AGM to general participation by student representatives should be accompanied by the creation of a clear set of parameters or guidelines covering all aspects of their involvement. These guidelines are needed to help protect the students as well as to set common expectations for participation that may need to be somewhat different than those for elected trustees.

It is suggested that, at a minimum, written guidelines be created, or at least contemplated, to address the following:

- expectations for adult supervision and student safety
- participation in social events, especially where alcohol is being served
- participation in professional learning opportunities
- participation in Chapter meetings
- participation in formal and informal individual board meetings with government and other partner representatives
- expectations regarding behaviour, confidentiality and discretion
- cost sharing between school districts and/or BCSTA
- limitations on the number of students per board
- expectations as to the student's role in representing all students in their district
- specialized sessions and services for student representatives

While every school district has existing policy, regulations and expectations for student field trips, participation in the BCSTA AGM business meeting as well as all of the accompanying activities is a somewhat unique situation. BCSTA, in cooperation with its member boards, should, as reasonably possible, preemptively create guidelines addressing the noted points above as well as any other considerations that might arise. Should student participation be initiated, everyone will want the experience to be positive and successful right from the start.

### c. Opportunity vs. Requirement

When addressing the key directives brought forward by the member motion, the BCSTA executive will want to ensure they address the difference between creating an opportunity for student delegate participation vs. a requirement for member boards to include a non-voting student (or students) in their attendee group. BCSTA will also need to address the issue of how many students from each school district may attend (e.g. Only one? Two? Unlimited numbers?)

### d. Logistics

Adding additional people (whether students or others) to BCSTA events will have implications for those events. Logistical considerations (i.e. event and hotel room space, transportation, time, rules of order, and program inclusions) for BCSTA and ultimately its member boards include:

- **Event space** - The size of meeting rooms may have to be increased. It should be confirmed in advance that such space is available. BCSTA and its member boards will also have to determine whether or not students will be invited to participate in all portions of the association's AGM program (i.e. the business meeting but also the professional learning sessions, chapter meetings and social events).
- **Hotel guest rooms** - Increasing the number of event attendees increases the number of hotel rooms that are needed to accommodate everyone. As guest room space at BCSTA host hotels is already a concern (i.e. not enough rooms in the host hotel), the implications of significantly increasing the number of attendees should be reviewed.

It is important to remember that BCSTA already holds multi-year contracts with hotels for both event space and guest rooms. Variation of these existing contracts may not be possible or may be achieved only at great expense.

- **Transportation** - As most participating students would not be allowed to drive to events, individual boards should review how their student representatives would get to and from the event.
- **Constraints on Time** - The greater the number of participants at BCSTA events, the greater the amount of time that will be needed to hear from everyone during the debate. While there may be benefits from expanding the number of voices heard during the debate, scheduling arrangements should be made in advance to accommodate the additional time required (e.g. extra hours and/or days). BCSTA will also have to consider the time implications for its staff as well as hotel contracts if the number of participants is increased significantly.



- **Rules of Order** – If students are going to be allowed to speak at BCSTA events, the association should review and likely modify its Rules of Order in order to accommodate this change to the debate processes. Individual opportunities for the inclusion of students in past debates has been accommodated through a specific motion and vote of delegates which would not be practical if students were to be provided the opportunity to participate in the debate of all motions.
- **Professional learning** - It is assumed that student representatives would participate in all aspects of BCSTA's AGM, rather than just the business meeting. To include students broadly in BCSTA's AGM, accommodations will need to be made for their participation in the accompanying professional learning events. An additional consideration might also be the hosting of learning and discussion sessions focused primarily on students.

### e. Costs - direct and indirect

Increasing the number of participants in BCSTA's AGM will both directly and indirectly increase costs for member boards of education. Increased direct costs would include additional transportation, meal, hotel room and registration fees for boards to include student representatives. Increased indirect costs would include such items as larger hotel meeting rooms, extended timelines for event programs (e.g. for expanded debate of motions), association paid food and drink, AV staffing hours, increased staff time, and possible contractual obligations with additional hotels. It is assumed that all such indirect costs would be covered through increased trustee registration fees for the event and/or registration fees for student representatives.

The total of additional costs would vary significantly from board to board depending primarily on distance from the AGM venue. Remote and rural school districts would incur significantly greater costs than those located close to the meeting venue due to the much higher total costs of transportation, hotel nights and meals.

Final total costs per board may also raise questions of inequity between localities, including the ability of remote and rural school districts to bring students to the AGM. Although a rise in the overall cost of per person event registration (regardless of board location) should be anticipated (in order to cover BCSTA's increased costs for hosting this member event), the issue of possible cost sharing between rural and urban boards should also be addressed. For example, should urban school districts located near the AGM venue help to defray the significantly higher costs of small rural school districts? What can be done to ensure equity of opportunity regardless of where students reside? Will costs ultimately determine participation?

## f. Student supervision and safety

Expectations regarding student supervision and safety should be the same for the BCSTA AGM as for any other district or association sanctioned event or field trip. Individual boards and school districts would bear the primary responsibility in this regard. While BCSTA might put in place certain safeguards, requirements or expectations regarding student participation at its AGM, the appropriate supervision of students throughout the event would fall to individual school districts represented by their respective trustees and senior staff.

## g. Liabilities

Whenever students are taken out of school on field trips or to participate in events, there is a degree of liability to the adult supervisors, the school, school district and the event hosts. While student participation in BCSTA events should be considered a low-risk activity, boards will still need to ensure adult supervision is in place at all times and that transportation, accommodation, adult activities that include alcohol, and interactions with other persons are appropriately dealt with.

The primary responsibility for student supervision would fall to individual boards, rather than BCSTA. While individual boards might assign the responsibility to district staff, the fairness of that decision would also be a local consideration.

As previously noted, student participation in the BCSTA AGM is not a high-risk activity, but potential liabilities will still arise and should be mitigated as much as possible by individual boards as well as the association.

## h. Representation and Equity

If student voice is to be heard directly at BCSTA events (and by individual Boards of Education), an important consideration is which students will be invited 'to the table'. As there is no common point of view for all students, selecting representatives from a broad range of individuals is important. Are boards prepared to hear from students who are not your typical school leaders or student council members? To hear from students from a wide spectrum of ethnicities, religions, political perspectives, social groups, academic standings and economic backgrounds? Hearing solely from the top students or typical school leaders would be a disservice to many students and skew the input that is received by trustees.

When addressing the issues of student representation and equity at both the local and provincial levels, the following should be considered by both boards and the BCSTA:

- Representation by students either from, or at least on behalf of, all factions and backgrounds within each school district. This should include participation of students from visible and ethnic minorities, the LGBTQ community, non-academic backgrounds, and rural communities.

- Opportunities for student representatives to hear the opinions of classmates before participating in the AGM.
- Supports to ensure students from poor economic backgrounds and/or rural communities are not prevented from attending the AGM.

The overall goal should be to ensure as much as possible that the voices of all students to be heard by member boards and their individual trustees.

## i. The School Act and other regulations

The B.C. School Act is silent as to any expectations of student participation in BCSTA events, including the AGM. There is certainly nothing that requires or suggests that the association include students in their business meetings or other activities. The School Act, in fact, does not mention the BCSTA; nor does it address responsibilities of the independent association.

The School Act does provide students with the right to consult, but it is limited to school and school district staff (not including school trustees or the board of education). Specifically, the Act says:

### *School Act Part 2 – Students and Parents - Consultation*

4. *A student is entitled to consult with a teacher, principal, vice principal or director of instruction with regard to that student's educational program.*

Beyond the School Act, there is an expectation in school districts that parents/care givers as well as age-appropriate students, may consult with school officials regarding the student's educational program. Consultation in this case is defined as the following.

### *What is meaningful consultation BC education?*

*Meaningful consultation is necessary when decisions are made that will have an impact on a student's educational program, and it is essential that this process includes the student's family and/or caregivers. To the extent appropriate to the student's age and ability, the student should also participate in the process.*

Once again, the expectation does not mention school trustees, boards of education or the BCSTA. It also appears clearly focused on consultation regarding an individual student's program in school, rather than consultation about district policy changes or provincial level advocacy.

Perhaps the closest the Ministry of Education and Child Care takes to requiring student input is the annual Satisfaction Surveys of students in grades 4, 7, 10 and 12. The information collected is shared publicly and there is an expectation that both boards of education and school district staff will consider the results in constructing district and school plans for the year(s) ahead. None of these expectations apply to BCSTA.

## j. Standard practice and Alternate opportunities

Although BCSTA has not conducted a formal survey of members, it is reasonable to assume that every board of education in B.C. values the opinions and input of the students from their school district. Likewise, it is reasonable to assume that boards also value the opinions and input of other members of the school district community such as parents/care givers, First Nations, various ethnic and representative groups, other local government agencies, and individual citizens. The end goal in all cases is for trustees to make the best decision possible through considering as much information and input as can reasonably be gathered. There are, however, any number of options for how that information and input can be gathered by a board of education and/or individual trustees.

Boards and trustees have always been free to gather information and input from a variety of sources, including students, before making decisions on how to vote on BCSTA AGM motions. A board could host information and input sessions for such groups as the district student council, DPAC, union and management representatives, local First Nations, and community associations. Many boards already utilize similar liaison meetings before important trustee-based decisions are made on such items as district budget, policy updates or school boundaries.

It is fair to say, however, that discussion and input prior to the actual debate may not be as valuable as input during the actual debate of motions at the AGM. Points and issues raised during debate often inform the subsequent input that students and others may wish to provide.

That being said, boards of education typically do not accept public input during trustee debate at the board table. Debate is most often only between member trustees, after community and student input has been received. Rarely, if ever, are non-voting community representatives allowed to participate in a board's actual debate of a motion.

Is there, or should there be, a difference between what happens at board tables and what happens at the BCSTA AGM?

## k. If students, then who else too?

Boards of Education are expected to consider the points of view and input of all local community members when making decisions. As students are often most directly affected by the decisions of boards, opportunities for trustees to hear from students should be created. It is assumed this would apply to the decisions trustees make during BCSTA's Annual General Meeting. Students are not, however, the only constituents whose voice should be valued by trustees.

Parents, ethnic and community groups (both formal and informal), First Nations, employee groups, other local and provincial government representatives, and individual general community members should all have their voice and input valued by boards of education and individual trustees. The inclusion of student representatives directly in BCSTA's AGM raises the question 'If students, then who else too?'

Many senior district staff, including superintendents and secretary treasurers, often attend the BCSTA AGM. If students are allowed to participate in debate, the question may be asked as to whether or not senior staff members should also be given the opportunity to participate in the deliberation of motions.

BCSTA member boards may wish to consider why or why not the voice of other groups such as parents, First Nations or community groups should not be heard during AGM debate and decision making. While there may be good reasons why students should be included over other groups, the rationale for this decision should be made clear.

## l. Research and National / International perspectives

A very large number of national and international opinion and research papers have been published over the years in regard to the inclusion of student voice (i.e. student input) in school and education reform. The following 2024 quote from the Oxford Review of Education provides a good summary of the intent as well as current direction in regard to student voice in determining education policy.

*In recent years, there has been increasing interest in student voice within education. Traditional authoritarian approaches to education, with the teacher in total control, sit alongside more transformative approaches to education where children and young people are groomed as change agents, able to improve society (Bragg, Citation2007a). The 'student voice movement', gathering momentum in the 1970s and 1980s, has enjoyed a recent resurgence in scholarship alongside the recognition of students as active and agentic citizens (Cook-Sather, Citation2018). Such approaches have given way to perceiving students as active instruments of change, rather than passive recipients. Parallel to this is interest in teacher perspectives or teacher voice, even though, as adults, their participatory position is more privileged than that of*

*a child or a young person. Research suggests (Skerritt et al., Citation2022) that 'if we are to truly understand how student voice is being embraced, enacted, and experienced in schools, we must also pay close attention to the voices and positions of the different members of staff in schools' (p. 618). Similarly, Bragg (Citation2007b) advocates for the inclusion of voices from everyone in a school community, necessitating that teachers' voices and students' voices are developed alongside one another, rather than in opposition to one another. Alongside this, adults also need to be ready to listen (Caslin, Citation2022).*

A quick review of some of the prominent research and opinion papers shows them to be primarily focused on student input to decisions at the personal, classroom, school and perhaps school district level. None of the papers reviewed addressed the participation of students at the association, provincial or national level.

Within Canada, a number of universities have published papers on this topic, but the Ontario Ministry of Education has done the most work on the implementation of policy in regard to student voice on school boards. Ontario remains the lead jurisdiction in Canada when it comes to school district and board requirements regarding student representation. The process of developing current provincial policy in Ontario extended for more than thirty years, but is summarized to some degree by the following quote:

*In Oldfather's seminal work (1995), students were described as being the only authentic chroniclers of their own experience. Student voice has proven to be a crucial dimension in building a sense of membership, changing teacher-student relationships, and helping to construct an agenda for school improvement that reflects students' experiences and concerns. Ontario has demonstrated its commitment to student voice and has done much to 'enable students to speak with insight and intelligence about how they learn in school'. Its ongoing effort will contribute to understanding what works for large systems in terms of embedding a process for engaging student voice in the 'acoustic' of a ministry, district, school and classroom.*

The expectations and policies of the Ontario Ministry of Education do not, however, extend to the internal workings of the four associations of Ontario school boards (English public, English Catholic, French public and French Catholic). The inclusion of student voice and students in the work and meetings of these associations varies considerably and does not parallel the requirements guiding school districts.

In general, it is widely accepted in both educational research and practice that the voice of students is important at the classroom and school levels, especially in relation to instructional practices, curriculum and student learning. As you move to broader discussions of educational policy at the school district, provincial and national levels, the evidence is much less clear.

## m. Implications for Trustees and for school district senior staff - Questions of Confidentiality and Discretion

There is a general expectation of confidentiality and discretion for all participants at BCSTA's AGM. While the motions that are passed are not confidential, attributions as to board voting decisions, trustee comments and personal positions are avoided. Within reasonable limits, trustees should be free to debate the issues at hand and vote as they see fit, without fear of being 'outed' or victimized by unwanted publicity. This includes 'off the record' conversations at tables or informal commentary in social settings. While students may be no more inclined to breach confidentiality or lack discretion than adults, they are not bound by codes of conduct or policy in the same way as trustees and staff. Consideration should be given as to how confidentiality and discretion can be appropriately maintained during all components of the AGM program and social gatherings.

## 4. Suggested Next Steps toward initiation

The broad-based inclusion of student representatives in BCSTA's Annual General Meeting will not be simple to accomplish. As noted above, there are a number of considerations, requirements and concerns that should be addressed before large numbers of students attend and participate in the AGM.

Any implementation of student participation directly in the BCSTA AGM should include advance consideration of at least all of the following:

- a. All of the logistical requirements for adding 60 or more student representatives to the AGM must be addressed. This includes, at a minimum, ensuring adequate and appropriate meeting time, hotel meeting space, hotel rooms, meal requirements, and staffing levels.
- b. Developing a budget as well as corresponding sources of funding to cover the additional logistical requirements identified above.
- c. Developing association policy and expectations for the supervision of students who attend the AGM and its peripheral events.
- d. Obtaining or ensuring the association has appropriate liability coverage in place to cover any eventualities involving student attendance at the AGM.
- e. Ensuring member boards have appropriate policies and provisions in place for the inclusion and supervision of students under their care while at the AGM.
- f. Development of association guidelines and rules of order for the participation of students in the AGM business meeting as well as professional learning sessions and other peripheral activities.

- g. Development of Chapter guidelines and rules of order for the participation of students in their business meetings.
- h. An association level post-event review of the participation of students, including consideration of future direction by the association. This might include a survey of participating trustees, senior school district staff, BCSTA staff, and the students themselves.

Beyond what BCSTA will need to do, there are also a number of responsibilities that will fall to individual member boards. These include:

- a. Development of a district process for the selection and training (e.g. AGM processes and expectations) of a student representative or representatives.
- b. Development of a process that informs and assures that student representatives are expressing the views of a broad spectrum of their classmates (as trustees do for their community members) and not just their personal perspectives (as they would be there representing all of the students in their school district).
- c. Appropriate sourcing and allocation of budget to cover the increased costs of including a student representative or representatives from each board.
- d. Assurance of appropriate adult supervision throughout each student's time out of their school district.
- e. Discussion of how (or why not) the student(s) will be included in the peripheral activities (meals, social events, trustee discussions, etc.) of their board while attending the AGM.

As noted above, moving ahead with the broad-based inclusion of student representatives in the BCSTA AGM will not be a simple task. Logistical considerations may pose significant barriers to immediate change, but this needs to be determined through proper investigation. The advance development of appropriate guidelines and parameters for student participation will also take some time and proper thought. The association and its member boards must ensure the inclusion of students is a positive experience that does not put anyone involved at risk.

Above all else, proper planning, the commitment of resources, and adequate time will be needed to ensure the success of this initiative. It is strongly recommended that BCSTA establish a committee of representative trustees, school district staff and association staff to review and address all of the above considerations before the development of a final detailed plan, budget and timeline for implementation.



## 5. Alternatives to direct student participation in the BCSTA AGM

While it is clear the underlying intent of the board who brought forward the initial AGM motion on this topic (as noted at the outset) was to have non-voting student representatives included in the BCSTA AGM debate of motions, there are a number of alternative measures that member trustees may wish to consider on either an interim or long-term basis. The intent of providing this information is to ensure all options and alternatives are identified for trustees when the core issue is brought back to the membership.

The following options are intended to support the belief that trustees and boards make the best decisions possible when they are informed as to the opinions, beliefs, concerns and recommendations of all of the community members they represent, including students. While individual trustees always remain free to hold their own beliefs and exercise their own judgement, hearing and considering the input of constituents remains a key component of good governance. The 'voice' of students in particular is intended to be heard through all of the following alternative processes.

- Boards hosting student forums to review scheduled BCSTA AGM motions and hear the opinions and suggestions of the participants.
- Asking student leadership groups such as the district student's council, school-based student councils, or representative student groups within the district or schools (e.g. First Nations students, LGBTQ club members, etc.) to provide feedback on AGM motions and rationale.
- The invitation of student representatives to BCSTA branch meetings (rather than the AGM) for the same purpose, but at a lesser cost and time commitment.
- Creation of opportunities for students to speak to issues during local board meetings or public forums hosted by the school district.
- BCSTA and board advocacy for the Ministry of Education and Child Care to reinstate and fund the provincial Student Voice program. This should be done in collaboration with the BCPVPA who sponsored the original program.
- Advocacy by BCSTA to possibly expand the scope of the Ministry of Education and Child Care Student Satisfaction Surveys to include a broader range of topics and opportunities for students to provide feedback.

If the broad participation of students in BCSTA's AGM proves to be unmanageable, unaffordable or is delayed significantly, the above opportunities offer alternatives that BCSTA and its member boards might consider. A more general examination of how constituent voice (students as well as others) might be heard by trustees at both the local and provincial levels might prove very useful and is something BCSTA might initiate going forward. Certainly, the value of student 'voice' as well as that of all other community members should be recognized and affirmed.

## 6. Conclusions and Issues for further consideration

There are no insurmountable barriers to the participation of student representatives in BCSTA's AGM. Certainly, there are no laws, legislation, provincial regulations or rules that ultimately prevent BCSTA from including students in the full program of its Annual General Meeting if certain minor modifications are made (e.g. students not being allowed to participate in trustee social events that include alcohol).

That being said, a number of significant logistical hurdles have been identified which at least temporarily stand in the way of full inclusion of student representatives. Budget (both of BCSTA and individual boards) is not the least of the hurdles that would need to be addressed. Any decision to move forward with implementation should include a detailed plan on how each of the identified logistical hurdles will be satisfied.

Beyond the logistical considerations identified, there are also two philosophical considerations for BCSTA and its member boards:

The first was earlier summarized by the statement 'If students, why not others?'. In short, if BCSTA allows local representatives of each school district's student body to participate in their AGM, why would they not also allow representation from such groups as parents, First Nations, ethnic communities, local government, and the community at large? This philosophical question, with potentially huge practical and political considerations, should be addressed by the membership of BCSTA.

The other philosophical consideration is the one of equity. Opportunity that is not followed by broad-based participation is a false commitment. Authentic student voice must include students from all regions of the province as well as representation of the full spectrum of students from all abilities, ethnicities, religions, social groupings, and perspectives. Attendance by only the top students from a narrow, urban social background would not produce genuine student voice. Considerable thought and work will be needed to ensure truly equitable and representative student participation.

Finally, it is important to note that the inclusion of students in the BCSTA AGM does not in itself guarantee that individual trustees and boards will consider the input that is provided. If student voice is truly to be heard (i.e. influence the decisions of trustees, boards and BCSTA), there must be a meaningful commitment to both hear and support the suggestions provided by students. Tokenism or 'going through the motions' is a real danger if the voice of students is not seen to be important or worthy.

Beyond a stated commitment to move forward with this initiative, the important ongoing work of BCSTA and its member boards will be to ensure the significant changes that are being contemplated truly improve the work of the association.

# Appendix

1. [BCSTA 2024 AGM motion 9 \(A20249\) - carried](#)
  - Non-Voting Student Delegates at BCSTA Annual General Meetings
2. [BCSTA 2024 AGM motion 6 \(A20246\) - defeated](#)
  - Legislative Framework for Voting Student Trustees
3. [School District No. 42 Board of Education motion \(January 17, 2024\)](#)
  - Trustee Motion: Legislative Framework for Voting Student Trustees
4. Province of Ontario Education Act (June 30, 2022)
  - regulation 7/07 Student Trustees

Numerous academic and opinion articles have been published over the years in regard to 'student voice' and the input of students in regard to educational policies and curriculum. The following are just a couple of historical examples that may be of particular interest to BCSTA member boards.

1. [SoundOut Guide to Students on School Boards \(2014\)](#)
  - Adam Fletcher and Adam King
2. [Fair School – Public Report No. 35 / May 1995](#)
  - Ombudsman – Province of British Columbia



**ITEM 8**

To: **Board of Education**

From: Superintendent  
Teresa Downs

Re: **SUPERINTENDENT'S UPDATE**

Date: November 13, 2024  
(Public Board Meeting)

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**Information**

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**BACKGROUND:**

The Superintendent will provide the Board with a verbal update. The update will include the following topic(s):

- Literacy

**RECOMMENDATION:**

**THAT the Board receive the Superintendent's Update for information.**



**ITEM 9**

To: **Board of Education** From: Board Policy Development Committee

Re: **POLICIES FOR CONSULTATION** Date: November 13, 2024  
(Public Board Meeting)

**Information**

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**BACKGROUND/RATIONALE:**

The Board Policy Development Committee has developed a work plan for 2022 to 2026 with a goal of reviewing all existing board policies over the four-year term.

On October 30, 2024, the Committee met, reviewed, and is proposing updates to the following policies as outlined in the attachments:

- 9510: Flags of Canada and British Columbia (**Attachment A**)
- 9430: Physical Restraint and Seclusion in School Settings (**Attachment B**)

The Committee is also proposing that following policy be retired in favor of relying directly on existing legislation in the School Act, its regulations and district calendars for governance:

- 8220: School Day (**Attachment C**)

Input from education partners and the public is invited from November 14, 2024 to noon on January 6, 2025. After receiving input, the Committee will have another opportunity to review the proposed changes before they are presented to the Board for approval on February 12, 2025.

**RECOMMENDATION:**

**THAT the Board receive the following items for information and continuation of the consultation process:**

- **Draft of policy 9510: Flags of Canada and British Columbia,**
- **Draft of policy 9430: Physical Restraint and Seclusion in School Settings, and**
- **The proposal to retire policy 8220: School Day.**



## SD-42 POLICY: 9510

### FLAGS ~~OF~~ CANADA AND BRITISH COLUMBIA

#### PHILOSOPHY

The Board of Education ("Board") ~~believes the flags of~~ recognizes the flags of Canada and British Columbia ~~as are an symbols of national and provincial identity and requires their display important part in the celebration of Canada as a country and British Columbia as a province.~~

~~The Canadian and British Columbia flags will be displayed~~ at school district facilities, as prescribed in the School Act and Regulations, following the flag protocol established by the Province of British Columbia. Other flags may be displayed with the approval of the Superintendent of Schools.

The principal of ~~each~~ school, ~~other than a distributed learning school, site~~ must ensure that the ~~Canadian flags of Canada~~ and ~~the~~ British Columbia ~~flag~~ are displayed at ~~each the~~ school while in session.

#### AUTHORITY

The Board assigns the responsibility for the implementation of this policy to the Superintendent and authorizes the Superintendent ~~of Schools~~ to establish procedures ~~that will to~~ guide ~~its the~~ implementation ~~of this policy~~.

#### HALF-MASTING

Schools will fly their flags at half-mast on appropriate occasions, to bestow an honour or express a collective sense of sorrow ~~;~~

~~Flags flown at half-mast will be~~ by special instruction of the federal or provincial government, the Board, or the Superintendent of Schools. These occasions include, but are not limited to, the following a general protocol as followings:

(a) National (all schools):

On the death of the Sovereign or a member of the Royal Family related in the first degree to the Sovereign (spouse, ~~son or daughter, father, mother, brother or sister~~ child, parent, sibling);

On the death of the Governor General, the Prime Minister, a former Governor General, a former Prime Minister; ~~and~~

On Remembrance Day, November 11; and

On National Day for Truth and Reconciliation, September 30., if the school is flying its flag(s) on that day.

(b) Provincial (all schools):

On the death of the Lieutenant Governor or the Premier.

(c) School District (all schools):

On the death of a current Trustee ~~or Superintendent of Schools~~.

(d) School (~~school affected only when school is in session~~):

~~On the death of a current student or staff member; and~~

On the death of the Member of Parliament or Member of the Legislative Assembly for the riding in which the school is located.

Flags would normally be half-masted upon the death of a person listed above, up to and including the day of the funeral or memorial service.

**APPROVED: June 19, 2019**

**UPDATED: ~~September~~ ~~January~~ ~~5~~ November 13, 2024**

**References:**

School Act, sections 5 and 175; B.C. Reg. 265/89 School Regulation

Province of BC Flag Protocol: <https://www2.gov.bc.ca/gov/content/governments/organizational-structure/office-of-the-premier/intergovernmental-relations-secretariat/protocol/flags>



**SD-42 POLICY: 9430**

**PHYSICAL RESTRAINT AND SECLUSION IN SCHOOL SETTINGS**

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**PHILOSOPHY**

The Board of Education ("Board") ~~is committed~~~~recognizes that it has a responsibility~~ to maintaining safe, orderly, and caring school environments for all of its students and employees. It

~~The Board of Education believes that behaviour interventions for all students~~ emphasizes prevention and positive behaviour supports, ~~and every effort is made to employ preventative~~prioritizing actions that ~~preclude the need for~~avoid the use of physical restraint or seclusion.

The Board ~~further believes that respect for~~values student rights, ~~maintaining~~ student dignity and ~~the safety of all involved~~ as paramount priorities.

~~The Board~~ recognizes that ~~the use of~~ emergency physical restraint or seclusion ~~procedures~~ may be necessary when a student presents imminent danger to themselves or others.

**AUTHORITY**

The Board authorizes the Superintendent of Schools to establish procedures ~~that will~~to guide the implementation of this policy pursuant to the Ministry of Education Provincial Guidelines – Physical Restraint and Seclusion in School Settings.

**DEFINITIONS**

1. **Physical restraint** is a method of restricting another person’s freedom of movement or mobility in order to secure and maintain the safety of the person or the safety of others.

The provision of a ‘physical escort’, ~~i.e.~~ temporary touching or holding of a student’s hand, wrist, arm, shoulder or back for the purpose of accompanying and inducing a student who is acting out to walk to a safe location, ~~does not constitute physical restraint.~~

The provision of physical guidance, or prompting of a student ~~when~~while teaching a skill, redirecting attention, or providing comfort also does not constitute physical restraint.

2. **Seclusion** is the involuntary confinement of a person alone in a room, enclosure, or space from which ~~the person is~~they are physically prevented from leaving.

Behaviour strategies, such as “time out”, used for social reinforcement as part of a behaviour plan, are not considered ‘seclusion’.

The term seclusion does not apply ~~where~~when a student ~~has personally~~voluntarily requested to be in a ~~different/separate or~~ secluded location/space.

3. ~~Time out~~ is the removal of a child from an apparently reinforcing setting to a presumably non-reinforcing setting for a specified and limited period of time. ~~Time out involves~~

~~removing a student from sources of positive reinforcement as a consequence of a specific undesired behavior.~~

- ~~Time out is only one option along a continuum of behavior interventions supporting behavior change. Time out can be implemented on several different levels, ranging from quiet time in the regular classroom to a time out room in a location outside of the classroom.~~
- ~~Typically, time out is used in tandem with positive interventions that can maximize student learning and assist in the acquisition of replacement behaviours.~~

## **~~GUIDING PRINCIPLESCHOOL DISTRICT POLICY FOR THE USE OF PHYSICAL RESTRAINT AND SECLUSION~~**

1. Physical restraint and seclusion procedures are emergency, not treatment, procedures and are used *only* in exceptional circumstances ~~where-when~~ a student is in imminent danger of causing harm to self or others.
2. All school staff ~~members~~ are provided the opportunity to participate in training ~~on~~ positive behaviour interventions and supports and de-escalation techniques, ~~and all specialized staff who work directly with a student in situations where there is a potential for imminent danger of serious physical harm to the student or others, and where they may be required to respond to an individual whose behavior is presenting a danger to self or others are expected to be trained in crisis intervention and the safe use of physical restraints and seclusion.~~
3. ~~Parents/Guardians~~, and ~~where-when~~ appropriate, students, are offered opportunities to be advised of and/or consulted in the development of positive behaviour supports and interventions, behaviour plans, and emergency or safety plans.
- 4.3. \_\_\_\_\_
5. ~~Every instance where-of~~ physical restraint and/or seclusion ~~or the use of "time out" outside of a classroom has occurred~~ is documented.
- 6.4. \_\_\_\_\_
7. ~~Prevention and /~~intervention strategies are reviewed and revised in situations where: repeated use of physical restraint and seclusion for an individual student has occurred; multiple uses of physical restraint and seclusion have occurred within the same classroom; or, physical restraint and seclusion is-has repeatedly been used by an individual.
- 8.5. \_\_\_\_\_
9. ~~Incidents of physical restraint and seclusion will be reported to the school principal, and forwarded to the Superintendent of Schools or designate.~~
- 10.6. \_\_\_\_\_
- 11.7. ~~The School District will review this policy on a regular basis to ensure alignment with current research, best /practices, and to ensure alignment with guidelines issued byfrom the Ministry of Education and Child Care.~~

**APPROVED: May 18, 2016**

**~~REVIEWED: June 2021~~UPDATED: November 13 2024**

**SD 42 POLICY: 8220****SCHOOL DAY**

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**PHILOSOPHY**

Hours established for schools of the district shall meet the requirements of the School Act and its regulations.

**SCHOOL OPENING TIME**

The Board requires the schools of the district to be open to pupils, regardless of the weather conditions, no later than 15 minutes before school opening time in the morning or at the time of the arrival of the first school bus, whichever is earlier. Teachers should be in their classrooms before the start of classes in the morning and in the afternoon.

School opening and closing times will be set by the Board of Education within the process of establishing school calendars and shall meet the requirements of the School Act and its regulations.

**AUTHORITY**

The Board assigns the responsibility for the implementation of the School Day policy to the Superintendent of Schools and authorizes the Superintendent of Schools to establish procedures that will guide the implementation of this policy.

**APPROVED: April 25, 2018**

**REVIEWED: May 2021**

**PROPOSED TO BE RETIRED**



**ITEM 10**

To: **Board of Education**

From: Trustee  
Kim Dumore

Re: **TRUSTEE MOTION: BC GAMES JOINT  
ADVOCACY LETTER**

Date: November 13, 2024  
(Public Board Meeting)

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**Decision**

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**BACKGROUND/RATIONALE:**

In July 2024, Maple Ridge had the honor of hosting the BC Summer Games, an event that fosters community engagement and supports the development of young athletes. While the BC Summer & Winter Games bring significant benefits, they also result in substantial costs for school districts that host them. However, the Ministry of Tourism, Arts, Culture and Sport's current funding model doesn't adequately address the diverse financial realities of different host communities or the impacts of inflation on the costs to support the Games.

A review and restructuring of the funding model for the BC Summer and Winter Games is being proposed. The boards of education for School Districts 42, 73, and 67 have agreed to jointly advocate on this matter and a proposed advocacy letter to the Minister of Tourism, Arts, Culture and Sport has been prepared (**Attachment A**).

**RECOMMENDATION:**

**THAT the Board of Education approve and endorse the proposed advocacy letter to the Minister of Tourism, Arts, Culture and Sport, jointly with School Districts 73 and 67, calling for a review and restructuring of the funding model for the BC Summer and Winter Games.**

Minister of Tourism, Arts, Culture and Sport  
Parliament Buildings  
Victoria, BC V8V 1X4

Dear Minister of Tourism Arts, Culture and Sport,

We are writing on behalf of School District 42 Maple Ridge/Pitt Meadows, School District 73 Kamloops Thompson, and School District 67 Okanagan Skaha to express our shared concern regarding the funding model for **BC Summer & Winter Games** (the "BC Games"). Maple Ridge recently hosted the games and have shared our experience with our school district colleagues who will be hosting upcoming games. The BC Games, a thrilling event that brings communities together and supports young athletes in their athletic endeavors, is a testament to the spirit and unity of our province. However, we believe the current funding model does not adequately address the diverse financial realities of different host communities.

As you are aware, the funding for the BC Games has remained largely unchanged since 2008, with only a modest increase in 2023. The stagnant funding has put significant pressure on communities like Maple Ridge, where the ability to secure corporate sponsorships is considerably more restricted compared to communities with increased options for industrial and private support. The expectation for all communities to meet the same financial obligations regardless of their size or local economy creates an uneven playing field that can undermine the very spirit of the games.

It's important to note that the costs to the school district include, but are not limited to, janitorial services, maintenance, waste disposal, hydro, managerial and administrative planning and oversight, loss of rental income for the eight days that the facilities were booked, increased deferred maintenance costs, and more. One of our most pressing concerns is the expectation that school districts bear these financial burdens for the games. In Maple Ridge, despite recovering a portion of direct operating costs incurred, the balance of unrecovered costs incurred and to be incurred by the school district has placed added strain on an already underfunded public education system, requiring the diversion of essential operating funds and human resources to support the event. We anticipate that this same financial reality will be shared by those districts who will be hosting the games in the future if the funding model is not addressed.

We strongly believe in the importance of the BC Games and the opportunities they provide for young athletes. However, we urge you to reconsider and restructure the funding model to better reflect the unique circumstances of each host community. Specifically, we ask that the province increase the base funding for the games to account for inflation and the rising costs associated with hosting such events. Additionally, we request that the requirement for school districts to contribute from their operating funds be reconsidered, as this burdens our educational institutions and often affects our most vulnerable students most.

School District 42 was committed to supporting the BC Games and the athletes participating, but the funding model must be equitable and sustainable for all host communities. We hope you will consider our concerns and ensure that the BC Games can continue to be a successful and inspiring event for years.

While the current financial structure of the Games was unsustainable, we would like to stress our commitment to the continuation of these games. The benefits it provides to young people across the province is evident and the sense of community pride felt throughout Maple Ridge was palpable.

We appreciate your attention to this important matter and look forward to your response. We are hopeful that a solution can be found that benefits all British Columbians and supports the continued success of the BC Games.

Sincerely,

School District 42, 73 and 67 Boards of Education

cc: MLA Lisa Beare  
MLA Lawrance Mok  
Mayor and Council, City of Maple Ridge  
BC Games Society  
BC Games CEO, Alison Noble  
2024 BC Summer Games Chair, Laura Butler  
BCSTA President and CEO  
All Boards of Education



**ITEM 11**

To: **Board of Education**

From: Trustee  
Gabriel Liosis

Re: **TRUSTEE REPORT:**  
**BCSTA BYLAW REVIEW**  
**COMMITTEE**

Date: November 13, 2024  
(Public Board Meeting)

**Information**

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**Date of meeting:** Monday, October 28, 2024 (via Zoom)

**Items discussed:**

- Staff presented draft bylaw amendments based on previous Committee discussions. These amendments were reviewed by legal counsel, and their advice was incorporated.
- The Committee discussed how to package these amendments as resolutions for membership consideration at AGM 2025.
- At the next meeting, the Committee will review each extraordinary motion for recommendation to the Board of Directors and assign a speaker to present each motion on the floor at AGM 2025.

**Action Items referred to the Board of Education:** N/A

**Date of next meeting:** Saturday, November 23, 2024 (in-person after Trustee Academy)



**ITEM 12**

To: **Board of Education**

From: Trustee  
Gabriel Liosis

Re: **TRUSTEE REPORT:**  
**BCSTA PROVINCIAL COUNCIL**

Date: November 13, 2024  
(Public Board Meeting)

**Information**

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**Date of meeting:** Saturday, October 26, 2024

**Items discussed:**

- **Routine Agenda Items:** The Provincial Council reviewed routine items, including the approval of BCSTA's audited financial statements, a status report on grants received and spent, and an overview of the 2025/26 budget planning process.
- **2024 AGM Motion 9 (Non-Voting Student Delegates):** Following AGM 2024, Motion 9 to develop a process for including non-voting student delegates was referred to the Board of Directors. The CEO then engaged a consultant to assess implications and make recommendations. The Board concluded that further member consultation was necessary to develop this process and sought feedback from the Provincial Council.
- **Capital Working Group:** Trustee Mike Murray, Chair of the Capital Working Group, delivered an engaging presentation to the Provincial Council, detailing the group's work, key findings, and final recommendations to the Board of Directors.

Please note that no motions were submitted to Provincial Council and no late motions were added to the agenda.

**Action Items referred to the Board of Education:**

If Trustees have comments or feedback for the Finance & Audit Committee in creating its first draft of BCSTA's 2025/26 operating budget. Comments and feedback can be emailed to the Finance & Audit Committee on or before December 6, 2024, addressed to Elaine Teng, Director of Finance at [eteng@bcsta.org](mailto:eteng@bcsta.org).

**Date of next meeting:** February 2025





**ITEM 13**

To: **Board of Education**

From: Trustee  
Pascale Shaw

Re: **TRUSTEE REPORT: DISTRICT  
PARENT ADVISORY COUNCIL**

Date: November 13, 2024  
(Public Board Meeting)

**Information**

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**Date of meeting:** October 24, 2024

**Items discussed:**

Presentations:

Paulette Pears - Canadian parents for French

- Course available for parents wanting to learn the language and culture, virtual, level 1, 2 and 4. \$75.00 fee for French.
- Lots of resources on CPF website <https://cpf.ca/en/>

Reports from:

Superintendent - A detailed explaining of the changes with regards to water testing as was presented at the recent public board meeting.

Trustee representative – A brief explanation of the BCSTA motion writing process and opportunities they have, and a reminder that the election is not the end of advocating for public education but the beginning.

MRTA - Safety in the classroom was a big concern last year. Communicating with parents to be transparent. Working with the district and credits Superintendent Downs for her willingness to work with the MRTA. Early days still but hopeful that they will find a method where parent and teacher will feel more confident about how instances are reported. Trevor shared his optimism and noted that they are still in the early stages of change.

Upcoming Events:

- Holiday Youth Dinner – PLEA
- Speaking through the Storm – Friday, November 8, 2024

**Action Items referred to the Board of Education:** N/A

**Date of next meeting:** November 8, 2024



**ITEM 14**

To: **Board of Education**

From: Trustee  
Mike Murray

Re: **TRUSTEE REPORT: RIDGE MEADOWS  
EDUCATION FOUNDATION**

Date: November 13, 2024  
(Public Board Meeting)

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**Information**

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**Date of meeting(s):**

October 28, 2024, Donor, scholarship and grant recognition  
October 29, 2024, Planned Giving Presentation

**Items discussed:**

Attendance at the recognition evening was about fifty people including trustees, a few scholarship recipients, representatives of several groups who received RMEF Grants for school projects. Presentations were received on the impact of the scholarships and grants.

The second meeting was hosted in collaboration with the MR Hospital Foundation, the Maple Ridge Community Foundation and the Pitt Meadows Foundation. It was attended by approximately sixty people including a large number of seniors interested in the topic of planned giving. Presentations by each of the foundations were followed by a presentation on will and estate planning by Centra Lawyers and on preplanning memorial services by Garden Hill Funeral Home.

**Items referred to the Board of Education:** N/A

**Date of next meeting:** December 2024 (Date TBA)



**ITEM 15**

To: **Board of Education**

From: Trustee  
Mike Murray

Re: **TRUSTEE REPORT: CITY OF MAPLE  
RIDGE, PARKS, RECREATION AND  
CULTURE ADVISORY**

Date: November 13, 2024  
(Public Board Meeting)

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**Information**

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**Date of meeting:** October 17, 2024

**Items discussed:**

Fees and Charges: PRC staff spoke about fees and charges adjustments for the coming year that will be going forward to Council shortly in the form of a bylaw. The background for changes is primarily tied to comparisons to other cities in the lower mainland. Changes will likely be made to the family category for admissions to various facilities. With respect to age categories, preschool age children will continue to be free and the accessibility policy ensures that all residents can access services regardless of their ability to pay. Changes are proposed in line with Youth Planning recommendations to eliminate the student fee category and replace it with an emerging adult category for youth ages 18 to 24 (eliminating the need for students to provide proof of enrollment, etc.) Some questions were raised about older adults who are students. It was identified that those who cannot afford to pay admission fees can be supported through the accessibility program which is also being reviewed to ensure it is relatively easy to utilize. A new Seniors rate is being considered for those ages 60-65 who are newly retired and adjusting to a lower income. It was noted that a comparison should be made in terms of room rentals to SD42 rental charges in the hope that user groups will be presented with consistent rates for similar facilities.

Arts, Culture, Heritage and Events Services Review: PRC Staff indicated the PRC Master Plan identified the need for a review of heritage services and that staff have determined it would be appropriate to complete a review of all arts, culture, heritage and events services. It was noted that many stakeholders need to be involved and that terms of reference should be reviewed by the advisory committee before being finalized. The most recent Cultural Plan should certainly be considered alongside the master plan, although it was noted the master plan was primarily focused on capital infrastructure rather than programming and soft services. The review would be completed by a consulting firm using comparisons to other local jurisdictions.

New Recreation Facilities: PRC staff advised some preliminary planning work has been completed for the new Hammond Community Centre using the data from the previous consultation. It was noted that initial planning is at a concept level and will be presented to the public relatively quickly for final input. The Advisory Committee will be given an

opportunity for input as well. It was also noted that the Agricultural Land Reserve has approved the addition of a fourth ice sheet at Planet Ice (the borrowing for which has already been approved in a public reverse petition process). A new neighbourhood park was also noted as being close to completion in the south Haney area.

Reporting on recent events: Advisory members expressed appreciation for the work done on the 150 anniversary celebration and on the BC Summer Games this past summer. Members felt both were significant events in the community and that a signature annual festival or event is needed in Maple Ridge like Pitt Meadows Day.

Advisory Committee Openings: It was also noted that invitations will be published shortly inviting applicants to submit their names for service on the advisory committee.

**Items referred to the Board of Education:**

A discussion should be held between SD42 and the Municipality on the role of SD42 Board representatives to committees, to establish whether they should be serving in a liaison capacity or in a voting capacity.

**Date of next meeting:** December 5, 2024



**ITEM 16**

To: **Board of Education**

From: Trustee  
Pascale Shaw

Re: **TRUSTEE REPORT: RIDGE  
MEADOWS COMMUNITY ACTION  
TEAM**

Date: November 13, 2024  
(Public Board Meeting)

**Information**

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**Date of meeting:** October 11, 2024

**Items discussed:**

Presentations:

Fraser Valley Overdose Outreach Team (OOT) – Natalie

Round table:

Important items of note from round table discussions

- Winter shelter open for the next 7 months (until April 30, 2025). Hours are 9pm to 7am and breakfast is served.
- Christmas village registration opens October 15
- Mobil overdose prevention site hears community feedback and are constantly looking for changes that can address the concerns, continue to spread the word.
- General conversation around the upcoming election
- More information about the Overdose Prevention and Response: guidelines for BC's Post-Secondary sector guide. Post-secondary institutions are encouraged to develop focused strategies tailer to their unique communities.

Other items of note:

- Toxic drug alert
- Socktober – sock collections continue for the month of October
- Speaking through the storm event November 8<sup>th</sup> at the ACT, FREE

Drug overdose continues to be the leading cause of death for 19-39 and the second leading cause of death in the 40-59 age group.

**Action Items referred to the Board of Education:**

N/A

**Date of next meeting:** November 8, 2024



**ITEM 17**

To: **Board of Education**

From: Secretary Treasurer  
Richard Rennie

Re: **QUESTION PERIOD**

Date: November 13, 2024  
(Public Board Meeting)

**Information**

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**QUESTION PERIOD** – *Question period will be restricted to questions only – statements and debate will not be permitted. Questions, with the exception of Trustee questions, will be limited to one question per person. Members of the public can submit questions for the board by emailing them to [board@sd42.ca](mailto:board@sd42.ca) by no later than 5:30 pm on November 13, 2024. The email subject line should read: QUESTION PERIOD. All questions received before the start of the question period will be answered in the order they are received. This agenda item has a time limit of 10 minutes; extension is at the discretion of the board.*

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**ITEM 18**

**RECORD**

Pursuant to provisions of 72 (1) of the *School Act*, the following report is a general statement of: (a) matters discussed; and (b) the general nature of decisions resolved at the following meetings from which persons other than Trustees or officers of the Board, or both were excluded:

**September 18, 2024, Closed**

Territory Acknowledgement	
Call to Order	Meeting called to order at 1:30pm
Motion of Exclusion	Approved
Correspondence	Received
Approval of Agenda	Approved
Approval of Minutes	Approved
Superintendent Decision Items	Approved
Superintendent Information Items	Received
Secretary Treasurer Information Item	Received
Board Committees	Received
Adjournment	Meeting adjourned at 3:44pm

**September 25, 2024, Special Closed**

Territory Acknowledgement	
Call to Order	Meeting called to order at 8:50am
Designation of Duties of the Secretary Treasurer	Approved
Motion of Exclusion	Approved
Approval of Agenda	Approved
Decision Item	Approved
Adjournment	Meeting adjourned at 12:30pm