

**DATE:** September 12, 2017

**TO:** Board of Trustees

**FROM:** Trustee Ray Martin, Caucus Committee Chair

**SUBJECT:** Report #7 of the Caucus Committee (From the meetings held June 6 and June 20, 2017)

**ORIGINATOR:** Karen Mills, Director Board and Superintendent Relations

**REFERENCE:** [Trustees' Handbook](#) – Caucus Committee - Section 5.4  
[Trustees' Handbook](#) – Section 6 – Board Committees  
[School Act](#) – Section 61

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## ISSUE

The Board approved the following recommendations at the March 3, 2015, Board meeting: That a resolution be approved directing that Section 5.4 of the Trustees' Handbook be revised to give the Caucus Committee final decision-making power on certain types of matters, and yet constrain that power so it is used only when absolutely necessary.

### **The following recommendation was approved at the June 6, 2017, Caucus Committee meeting:**

#### Approval of Capital Reserve Funding to Relocate Modular Classrooms

1. *That authorization for the Superintendent to proceed with the utilization of up to \$600,000 of Capital Reserve funds to relocate three modular classrooms be approved.*

#### **BACKGROUND – Recommendation 1**

To support enrolment growth anticipated in September 2017 at eight District schools, 28 modular classroom units were requested in the District's submission to the provincial 2017–2018 Modular Classroom Program. Only 15 of the 28 units requested were funded through the program.

### **The following recommendations were approved at the June 20, 2017, Caucus Committee meeting:**

#### Purpose Built Space, Mill Creek Replacement School Project

1. *That authorization for the Superintendent to proceed with the utilization of up to \$1,000,000 of Capital Reserve funds to design and build child care tenant space as part of the Mill Creek Replacement School facility be approved.*

#### **BACKGROUND – Recommendation 1**

The Escuela Mill Creek replacement school project was announced as approved on October 8, 2014, in response to the District's submission of the Three-Year Capital Plan 2015-2018, approved by the Board of Trustees on April 24, 2014. Subsequent to the announcement, funding to develop a detailed design for the project was approved on January 23, 2015. The District was instructed to include construction

funding requests within the Three-Year Capital Plan 2016-2019, which was approved by the Board of Trustees on April 7, 2015. Construction funding for a replacement school was announced in the fall of 2016.

Amending the Superintendent of Schools' Employment Agreement

2. *That the Board Chair is authorized to sign, on behalf of the Board, the Amendment to the Superintendent of Schools' Employment Agreement, as reviewed in Caucus.*

**BACKGROUND – Recommendation 2**

The Board believes that an annual performance evaluation of the Superintendent is a vital process for creating and maintaining a healthy and continuously improving school district. In addition, the Board believes that opportunities for regular ongoing dialogue and feedback between the Superintendent and Trustees help to foster a collaborative working environment critical to a high functioning District. The Board sought an external company to conduct a transparent and non-biased evaluation of the Superintendent of Schools. Conroy Ross Partners Ltd. was the successful bidder in the RFQ process and has been retained to conduct the 2015-2016, 2016-2017 and 2017-2018 Superintendent of Schools' evaluations.

Mr. Syme of Conroy Ross met with the Caucus Committee on June 6, 2017, to discuss the results of the 2016-2017 Superintendent of Schools Evaluation Survey.

KM:sj