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DATE: September 14, 2009

TO: Ann Skelcher, Principal, Kinnikinnick Elementary School
Susan Budgell, Principal, Sechelt Elementary School
Bob McCubbin, Principal, Davis Bay Elementary School
John Lussier, Principal, West Sechelt Elementary School

FROM: Deborah Palmer, Superintendent

SUBJECT: **Engaging the Community**

At the April 2009 Board meeting the Board of Education passed the following motion:

“That the Board consult with the community on the problem of declining enrolment and possible elementary school consolidation in the Sechelt area.”

Sechelt area schools: Kinnikinnick, Sechelt, Davis Bay, West Sechelt.

A committee will be struck to address this motion and bring options to the Board for November 2009.

Mandate of the Committee:

- a. To identify issues around the continuing operation of the schools in the Sechelt area with regards to:
 - Safety
 - Education
 - Finances
 - Facility
- b. To identify the remedy to those issues and the ramifications of the remedy if the schools were all to continue to operate.
- c. To identify the remedy to those issues and their ramifications if any of the schools were to close or be reorganized.
 - i. To identify the obstacles that the closure/reorganization of the school would produce and how they could be overcome.
- d. To present options about a proposed future for the children of that school community.

Composition of the Committee:

- One representative from the parent advisory council of each school.
- One staff member from each of the schools from both the teaching and support staff, and one representative from the district teaching and support staff association/union.
- One teacher and support staff member from the Sechelt Nation.
- One administrator from each of the schools and an administrator from the district administrators group.
- A grade six student from each of the schools.
- A member of a community association connected to each of the three communities.
- Secretary-Treasurer or delegate.
- Superintendent or delegate.
- As required – maintenance department, principal of receiving secondary school, transportation contractor, District of Sechelt planning department, SIGD and CSF.
- Trustee.

Timeline:

Our intent is to meet four times prior to the November meeting. At that time the committee may present their options to the entire Board or collectively ask for an extension.

Tuesday September 22	6:30 PM – 9:00 PM Davis Bay Elementary School
Tuesday September 29	6:30 PM – 9:00 PM Sechelt Elementary School
Thursday October 8	6:30 PM – 9:00 PM Kinnikinnick Elementary School
Thursday October 15	6:30 PM – 9:00 PM TBA

Members of the committee are decided by the groups they represent. Committee members must be prepared to commit to all meetings of the committee.

Committee member names need to be forwarded to Colleen McPhedran at the school board office by Friday, September 18 at noon (telephone: 604-886-8811).

Thank you for your interest,

Deborah Palmer
Superintendent

DP/dew

pc: C. McPhedran, Confidential Secretary

Engaging the Community

September 22nd, and 29th

1. What is the problem? (specifically)

- 1.1 Separate the issues from the action(s). Avoid the temptation to leap to the solution before the issues are understood, clearly and consistently.
- 1.2 The more issues there are and the more complex they are, the more thorough the dialogue needs to be between the sponsors of the action and those affected by the action.
- 1.3 Build a community-wide understanding of the issue.

October 8th

2. Do we have a problem?

- 2.1 If we do nothing will the situation improve, stay the same or get worse?
 - 2.1.1 Be very clear about what “the situation” is.
 - 2.1.2 If the answer is ‘yes’ to only the last part of the question then move to #3.

October 8th and 15th

3. What are some of the possible solutions / options?

- 3.1 Begin with the four fundamental questions.
 - 3.1.1 How many schools do we need?
 - 3.1.2 Where should they be located?
 - 3.1.3 What should their size be?
 - 3.1.4 What should their grade configuration be?
- 3.2 Identify which options will go forward for the board’s consideration.

ENGAGING THE COMMUNITY

ATTENDANCE

COMMITTEE MEMBERS	Sept.22	Sept.29	Oct.8	Oct.15
Superintendent of Schools	√	√	√	√
Assistant Superintendent	√	√	√	X
Secretary Treasurer	√	√	√	√
District Representative	√	√	√	X
Principal of Receiving School			√	√
Sunshine Coast Teachers Association	√	√	√	√
CUPE	√	√	X	√
District of Sechelt Planning Department			√	
Trustee	√	√	√	√
Davis Bay Elementary School				
Administrator	√	√	√	√
Teaching Staff	√	√	√	√
Support Staff	√	√	√	√
PAC Member	√	√	√	√
Member of Community	√	√	√	√
Grade 6 Student Representative	√	√	√	√
Kinnikinnick Elementary School				
Administrator	√	X	√	√
Teaching Staff	√	√	√	√
Support Staff	√	√	√	√
PAC Member	√	√	√	√
Teacher, Sechelt Nation	Invited, did not attend.			
Support Staff, Sechelt Nation	Invited, did not attend.			
Member of Community Association	X	√	X	X
Grade 6 Student Representative	√	√	√	√
Sechelt Elementary School				
Administrator	√	√	√	√
Teaching Staff	√	√	√	√
Support Staff	√	√	√	√
PAC Member	√	√	√	√
Member of Community	Invited, did not attend			
Grade 6 Student Representative	√	√	√	√

West Sechelt Elementary School

Administrator	√	√	√	√
Teaching Staff	MS	√	√	√
Support Staff	Invited, did not attend.			
PAC Member	Invited, did not attend.			
Member of Community Association	√	√	√	√
Grade 6 Student Representative	√	√	√	√