

**Learning Roundtable**  
**Monday, October 24, 2005**

Agenda

1. Welcome and introductions – Chairperson – Honourable Shirley Bond, Minister of Education and Deputy Premier and Minister responsible for Early Learning and Literacy.
  - British Columbia School Trustees Association
  - British Columbia Teachers' Federation
  - British Columbia Confederation of Parent Advisory Councils
  - British Columbia School Superintendents Association
  - British Columbia Principals' and Vice-Principals' Association
  - Ministry of Education
  
2. Terms of Reference
  - Membership and attendance
  - Frequency and number of meetings
    - Short term – intensive
    - Long term – regular
  - Status of Learning Roundtable
    - Relationship to Education Advisory Council (EAC)
    - Outcomes of advice
    - Ad hoc or Statutory
  - Record of Proceedings
  - Access to information
  - Resources supporting the Roundtable
    - Funding
    - Secretariat
  - Scope of issues discussed
    - Class size and class composition, and others that affect learning conditions.
    - Inclusive transparent processes, planning, review and appeal
  
3. Next meeting
  - Topics for discussion
  - Location, time and date
  
4. Adjournment

## **Terms of Reference – Ministry of Education View**

### **Membership and attendance**

*Representatives appointed for one-year term for continuity, no substitutes permitted – Term July 1 to June 30.*

*Two members from each organization invited to attend. Minister Bond, Emery Dosdall and Rick Davis from Ministry of Education.*

### **Frequency and number of meetings**

#### **Short term - intensive**

*As needed in short term to establish working principles and deal with emergent issues. Parties should work to make themselves available at least on a monthly basis.*

#### **Long term – regular**

*6 meetings per year*

### **Status of Learning Roundtable**

#### **Relationship to EAC**

*Does not affect the work of EAC*

*Deliberations may inform the discussion at EAC to engage broader partners.*

### **Outcomes of advice**

*Recommendations inform public policy direction*

*Recommendations and reports are made to the Minister of Education and through the Minister to government.*

### **Ad hoc or Statutory**

*For consideration once the Learning Roundtable is operating.*

*Minister will consider inclusion in School Act once terms of reference are established.*

### **Record of Proceedings**

*Minutes taken and publicly available*

*Recommendations to the Minister will be recorded on Ministry web site.*

### **Access to information**

*Ministry will facilitate availability of all publicly available information.*

*Partners are encouraged to make information available to the round table.*

### **Resources – Funding**

*Ministry of Education will provide resources to fund the meetings and operations of the roundtable.*

*Consideration will be given to sources of funding to be made available to the Roundtable to facilitate implementation of recommendations.*

### **Resources – Secretariat**

*Ministry of Education provides a secretariat to aid the work of the Learning Roundtable by:*

- *Providing logistical support*
- *Conduct research into class size, class composition, learning conditions.*
- *Communication support*

### **Scope of issues discussed**

*Issues that have impact on student learning are to be the mandate of the table.*

*Issues such as class size, class composition, and service levels supporting student learning are the immediate focus of discussions.*

*Some matters within the scope of collective bargaining may be discussed, but there is no expectation that these discussions, recommendations or directions will circumvent or influence collective bargaining.*

*Mechanisms to provide inclusive processes that permit class size and class composition decisions to be reviewed in a transparent manner.*

- *Class size and class composition reports are to be provided to School Planning Councils and Parent Advisory Councils at each school, with the expectation that these plans be signed off as understood and accepted.*
- *Establish an appeal mechanism whereby classroom teachers can appeal the circumstances of class size or composition to the superintendent who will investigate and report on the appeal to the Board and the Ministry.*
- *Ministry of Education will provide information regarding the size of each class in each school in the province through the Accountability Contracts.*

*Issues specifically excluded from discussions include:*

- *Salaries and benefits*
- *Pensions plans*
- *Early retirement incentive plans*