



The Board of Education of  
School District No.5 (Southeast Kootenay)  
AGENDA - REGULAR PUBLIC MEETING

April 11, 2017, 3:00 p.m.  
Board Office

Pages

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

I would like to acknowledge that we are on the traditional lands of the Ktunaxa people.

**1.2 Consideration and Approval of Agenda**

M/S that the agenda for the regular public meeting of the Board of Education of April 11, 2017 be approved as [circulated / amended].

**1.3 Approval of the Minutes**

3

M/S that the minutes of the regular public meeting of the Board of Education of March 14, 2017 be approved as [circulated/amended].

**1.4 Receipt of Records of Closed Meetings**

10

M/S to accept the closed records of the in-camera meeting of the Board of Education of March 14, 2017.

**1.5 Business Arising from Previous Minutes**

**1.6 Receiving of Delegations/Presentations**

**2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS**

**2.1 Advocacy/Education Committee**

No Meeting in March

**2.2 Policy Committee**

No Meeting in March

**2.3 Student Service Committee**

No Meeting in March

**2.4 Finance/Operations/Personnel Committee**

No Meeting in March

**2.5 BCSTA /Provincial Council**

BCSTA AGM April 20-23, 2017 Vancouver

**2.6 Communications/Media Committee**

M/S to accept the report of the Communications/Media Committee.

**2.7 Mt. Baker / Key City Theatre Replacement Committee**

M/S to accept the report of the Mt. Baker / Key City Theatre Replacement Committee.

**2.8 Legacy of Learning**

M/S to accept the Legacy of Learning report.

**2.9 Trustee Reports**

**3. SUPERINTENDENT'S REPORT TO THE BOARD**

11

M/S that the April 2017 Superintendent's Report to the Board of Education be accepted as presented.

**4. CHAIRPERSON'S REPORT**

**5. NEW BUSINESS**

**5.1 Business Arising from Delegations**

**5.2 Capital Project Bylaw**

16

**6. TRUSTEE BOUQUETS**

**7. ITEMS FOR INFORMATION/CORRESPONDENCE**

**8. QUESTION PERIOD**

**9. ADJOURNMENT**

M/S that the April 11, 2017 regular public meeting of the Board of Education adjourn at [time].

**10. LATE ITEMS**



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES - REGULAR PUBLIC MEETING**

**March 14, 2017, 3:00 p.m.  
Fernie Learning Center**

Present: Chairperson Lento  
Trustee Ayling  
Trustee Bellina  
Trustee Blumhagen  
Trustee Brown  
Trustee Helgesen  
Trustee Johns  
Trustee McPhee  
Trustee Whalen  
Superintendent of Schools, L. Hauptman  
Secretary Treasurer, R. Norum  
Director of Instruction/Human Resources, B. Reimer  
Director of Student Learning/Aboriginal Education, J. Tichauer  
District Principal/Student Services, D. Verbeurgt  
District Principal of Transformative Learning and Technology, J. Roberts  
Recorder, Sandy Gronlund

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Chairperson Lento called the March 14, 2017 regular public meeting of the Board of Education to order at 3:10 p.m.

**1.2 Consideration and Approval of Agenda**

Additions: 5.2 Rural Education Form Update  
1.6.3 Jaffray PAC

**MOTION-R-17-40**

M/S that the agenda for the regular public meeting of the Board of Education of March 14, 2017 be approved as amended.

**CARRIED**

**1.3 Approval of the Minutes**

Minutes of the Public meeting of the Board of Education of February 14, 2017.

**MOTION-R-17-41**

M/S that the minutes of the regular public meeting of the Board of Education of February 14, 2017 be approved as circulated.

**CARRIED**

**1.4 Receipt of Records of Closed Meetings**

**MOTION-R-17-42**

M/S to accept the closed records of the in-camera meeting of the Board of Education of February 14, 2017.

**CARRIED**

**1.5 Business Arising from Previous Minutes**

Nil

**1.6 Receiving of Delegations/Presentations**

**1.6.1 City of Fernie - Isabella Dickens Elementary**

Mayor Mary Giuliano introduced the five City of Fernie Councilors in attendance. Mayor Giuliano and the Councilors appealed to the Board for replacement of Isabella Dickens School.

- Increase of population in Fernie
- School is too small for the number of students enrolled
- New school would increase the moral of students and staff

A hand out was distributed to the Board outlining statistics on increasing population in the City of Fernie. The Mayor expressed concern on how the school would be able to expand with the increased population.

Chairperson Lento read his report to the Mayor, Councilors, and the Board outlining his thoughts on partnering and building a multi-purpose facility to replace Isabella Dickens Elementary School.

Mayor Giuliano asked Chairperson Lento to present to the City of Fernie in the near future.

**1.6.2 Budget Presentation – CFTA**

Shelley Balfour and Christina Smith presented to the Board the following eight CFTA Budget recommendations.

1. That the Board prepares and adopts a budget that adequately funds the schools in our district, especially in light of the massive curriculum changes in our Province.
2. That the Board provides schools with release time for school-based team meetings and IEP meetings.

3. That the Board hire a second School Psychologist on a permanent basis to further serve the needs of the students in School District 5.
4. That the Board commits to hiring Teachers Teaching on Call on continuing contracts especially for the remote communities.
5. That the Board negotiate a Letter of Understanding with the Union that Teachers Teaching on Call be paid on a bi-weekly schedule.
6. That the Board continues to share the cost with the BCTF of the Living with Balance Program.
7. That full-time Educational Assistant support be provided in all Kindergarten classrooms for the month of September when students are present.
8. That the Board fund an Early Learning teacher.

**1.6.3 Jaffray PAC**

Trustee Blumhagen shared a letter dated March 14, 2017 from Jeannette Edwards (PAC Chair) for Jaffray School expressing the need for increased funding from the District to help cover bussing costs for curricular and extra-curricular trips.

**2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS**

**2.1 Advocacy/Education Committee**

Co-chair Trustee Whalen reviewed the minutes of the February 27, 2017 meeting of the Advocacy/Education Committee.

**MOTION-R-17-43**

M/S that the Board look at SD5's existing Partner Commitment Statement in the current Aboriginal Education Enhancement Agreement and send any changes/revisions to Trustee Ayling to bring forward to the Board meeting in March for approval.

**CARRIED**

**MOTION-R-17-44**

M/S that the Board consider, in principle, the idea of putting a greenhouse at Steeples Elementary school in Cranbrook.

**CARRIED**

**MOTION-R-17-45**

M/S that the Board will leave the submission of what to highlight from SD5 to the BCSTA to the Superintendent's discretion based on knowledge of workload and what is out there to submit. Trustee Bellina will work with the Superintendent on what to submit. Superintendent Hauptman will bring a draft to the Board for approval prior to it being sent.

**CARRIED**

**MOTION-R-17-46**

M/S that the Board accept the report of the Advocacy/Education Committee.

**CARRIED**

**2.2 Policy Committee**

Co-chair Trustee Brown reviewed the minutes of the February 27, 2017 meeting of the Policy Committee.

**MOTION-R-17-47**

M/S that the Board accept the report of the Policy Committee.

**CARRIED**

**2.3 Student Services Committee**

Co-chair Trustee Brown reviewed the minutes of the February 27, 2017 meeting of the Policy Committee.

**MOTION-R-17-48**

M/S that 2017 students with existing IEP's have their IEP for the 2017/2018 term be reviewed and/or revised following the long weekend in May and completed by the end of June, and that the necessary supports, resources and release time be provided for in the 2017/2018 budget.

**CARRIED**

**MOTION-R-17-49**

M/S that the Board accept the report of the Student Services Committee.

**CARRIED**

**2.4 Finance/Operations/Personnel Committee**

Co-chair Trustee Helgesen reviewed the minutes of the February 27, 2017 meeting of the Finance/Operations/Personnel Committee.

**MOTION-R-17-50**

M/S that the Board accept the report of the Finance/Operations/Personnel Committee.

**CARRIED**

**2.5 BCSTA /Provincial Council**

**2.5.1 BCSTA Poster**

Trustee Bellina shared a poster from the BCSTA that was developed to be a background for photos taken. The poster will be kept at the Board office.

Photos will be forwarded to the BCSTA to be put on their website.

**MOTION-R-17- 51**

M/S to accept the report of the Communications/Media Committee.

**CARRIED**

**2.6 Communications/Media Committee**

Trustee Ayling reported the following letters written March 13, 2107 will be sent out:

- SD43 Increased Funding
- Support of SD61 Letter of October 28, 2016
- Support of BCSTA Letter of November 25, 1016
- Request for additional Provincial funding for Child and Youth Mental Health Services

**MOTION-R-17-52**

M/S to accept the report of the Communications/Media Committee.

**CARRIED**

**2.7 Mt. Baker / Key City Theatre Replacement Committee**

Trustee Johns reported:

- WSP/Key City Meeting is April 5, 2017 at 1:30 p.m. at the Board Office
- On April 6<sup>th</sup> Mount Baker Secondary School will be 66 years' old
- 25<sup>th</sup> Anniversary Celebration for the Key City Theatre on April 22<sup>nd</sup> at 6:00 p.m. Trustee Johns distributed a brochure and a letter explaining the Celebration and Fundraiser event.

**MOTION-R-17-53**

M/S to accept the report of the Mt. Baker / Key City Theatre Replacement Committee.

**CARRIED**

**2.8 Legacy of Learning**

Trustee Johns reported:

- The display in the reception area at the Board office has been updated
- There will be a presentation at the RSA day on April 10<sup>th</sup>.

**MOTION-R-17-54**

M/S to accept the Legacy of Learning report.

**CARRIED**

**2.9 Trustee Reports**

Trustees reported on their activities for the month.

**3. SUPERINTENDENT'S REPORT TO THE BOARD**

Superintendent Hauptman's report of March 2017 included:

- Superintendent's Activities
  - Random acts of kindness
  - Our 2<sup>nd</sup> Annual Curricular Planning day was February 24<sup>th</sup>
  - Science Fair was March 10<sup>th</sup> and 11<sup>th</sup> at the College of the Rockies with Lieutenant Governor Judith Guichon visiting the Fair and 3 of our schools
- Finance/Operations Updates:
  - Budget Session with Schools were March 6<sup>th</sup> – 9<sup>th</sup>

- Continuing to work on budget estimates for 2017/18
- Class Size and Composition review
- Ration Review
- Update from the District Principal of Transformative Learning and Technology
  - Office 365 web based program is in the process of being rolled out
  - Environment Education – Community to Classroom Focus
  - Inquiry and Technology in the classroom
- Update from Director of Student learning and Aboriginal Education
  - Aboriginal Education Enhancement Agreement
  - Skills Training
- Update from District Principal/Student Services
  - March is a busy month for Student services teachers and coordinators making sure their students have complete files.
  - Shared results from the Science Fair
- Update from Director of Instruction/Human Resources
  - Planning for 2017/18 has begun
  - Advertising for qualified TTOCs, EAs and Secretaries for the casual list for 2017/18 will begin mid-March

**MOTION-R-17-55**

M/S that the March 2017 Superintendent's Report to the Board of Education be accepted as presented.

**CARRIED**

**4. CHAIRPERSON'S REPORT**

Nil

**5. NEW BUSINESS**

**5.1 Business Arising from Delegations**

Nil

**5.2 Rural Education Form Update**

Trustee Johns reported the meeting in Trail was cancelled due to weather which reiterates the need to plan for more meeting locations.

**MOTION-R-17-56**

M/S that the Board send a follow up letter to MLA Linda Larson re: the Board's letter of January 30<sup>th</sup>, 2017 requesting they hold a Rural Education review process meeting in Cranbrook.

**CARRIED**

**6. TRUSTEE BOUQUETS**

Trustee Brown thanked Kristi for the lunch and Fernie Learning Centre for hosting us today. Also Shelley Balfour and Christine Smith for their presentation.



Trustee Mcphee thanked the Aboriginal Support workers for securing funding  
Trustee Bellina thanked Kristi for the lunch and Chairperson Lento for his input in the  
City of Fernie replacement of Isabella Dicken School proposal  
Trustee Whalen thanked Shelley and Christine for their presentation  
Chairperson Lento thanked the City of Fernie for their presentation  
Trustee Alying thanked everyone involved in the Science Fair this year  
Trustee Helgesen thanked Shelley and Christine for their presentation

**7. ITEMS FOR INFORMATION/CORRESPONDENCE**

Nil

**8. QUESTION PERIOD**

Nil

**9. ADJOURNMENT**

**MOTION-R-17-57**

M/S that the March 14, 2017 regular public meeting of the Board of Education adjourn  
at 4:50 p.m.

**CARRIED**

**10. LATE ITEMS**

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Frank Lento, Chairperson

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Rob Norum, Secretary Treasurer



#### 1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

##### **In-camera Meeting March 14, 2017**

- Finance/Operations/Personnel Committee report
  - Exempt Compensation
  - Budget Update Preparation Presentation 2017-18
  - MOU 17 Class Size/Composition Implications
  - City of Fernie Presentation – Replacement of Isabella Dicken Elementary
- BCPSEA Representative Report
- Superintendent's Report
  - PVP Re-Organization

  
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Robert G. Norum  
Secretary Treasurer



# SD 5 Superintendent's News

## Visit by Lieutenant-Governor

Just before the break, I had the opportunity to attend some events at various schools. First and foremost was the very informative and delightful visit from Lieutenant-Governor Judith Guichon. During her time, on another very snowy Kootenay day, she managed to visit Mount Baker Secondary where she was serenaded by the always amazing Choir and Jazz Choir both conducted by our very own Evan Bueckert. From there she journeyed to Parkland Middle School where the Band, conducted by Stephanie Tichauer, helped to showcase the very strong band program that we have in our district. Highlands Elementary School was next on the tour and featured a number of classes singing songs and a very endearing flower presentation by a kindergarten student - complete with a tiara and a curtsy! In all of the presentations Her Honour was able to tailor her presentation about the role of the Lieutenant-Governor in our government system and the importance of being involved in your government. Students of all ages asked some great questions and certainly kept her on her toes! She completed her visit to Cranbrook with a visit to the Regional Science Fair where she took time to view the various entries and spoke to many of the students. Following this, she was able to present the Top Award to our very own Rory Smith from MBSS.

I also was able to go to Fernie Secondary School's presentation on Charlie and the Chocolate Factory. From the colourful sets, outrageous costumes and talented thespians, it was a job very well done. Sitting in the audience with primary students from Isabella Dickens Elementary School was also an added delight as I had the opportunity to hear first hand about their reactions to the play. They loved it!!



On Friday before the break, I attended the first meeting of the Joseph Creek Initiative. During this meeting we had an overview of the project with all of the various partners and began work on the mission, vision and goals.

## IMPORTANT DATES FOR TRUSTEES

- Grads: ESS—June 29, SSS—May 27, FSS—June 30 and MBSS—June 29
- BCSTA AGM—April 20-23
- CSBA Congress Conference—Whistler—July 5-8
- Committee Meetings—April 24



## SD5 Sports Teams

The 2016-2017 school year has been another successful year for our teams. A considerable number of staff members and community volunteers continue to support our students in their athletic pursuits and I extend sincere appreciation for the time and expertise which is dedicated to enable our students to learn and grow from this involvement. Congratulations to all of our student athletes!



## BCSSA Conference April 7

I am looking forward to attending the BCSSA Conference for one day in Vancouver with well-known Assessment Guru Damien Cooper. With all the work that we are doing on Student Assessment and Reporting, this will undoubtedly be a very valuable day.

## School Organization

In the first week of March, school planning meetings were held with all principals. This has been a little bit more of a challenge because of the return of the class size and composition language. Having more teachers is very welcome news for our schools but during these meetings we were still unaware of the budget amounts we were receiving so fine-tuning will continue after the break. Brent Reimer and the Human Resources Department will begin the staffing process shortly so that we ensure the greatest stability possible for our schools in preparation for the 2017 -18 school year.





## Celebrations Canada 150

### Rocky Mountain Elementary School

The Fine Arts teacher is organizing a Coffee House. The Coffee House will be May 17. Students in Grade 3-6 will be playing music to family, friends and members of the community. Because of Canada's 150<sup>th</sup> Celebration, all the music is Canadian music!! Fun!!

### Mount Baker Secondary School

GreenLearning Canada Foundation is a national charitable organization dedicated to providing quality, balanced core-curriculum education resources on energy and sustainability, coupled with professional development and support to teachers in implementing these programs. They are now launching **Climate Action 150**. 25 high school classes — from coast to coast to coast — will participate in a national youth inquiry and dialogue on climate solutions. Students will conduct inquiries into climate change in their communities supported by community experts and GreenLearning. Students then meet in a series of virtual seminars, collaborating with other students and dialoguing with experts, to synthesize and extend their findings. In a culminating virtual town hall, students will present their findings to government leaders (we are working to confirm Prime Minister Trudeau and Minister McKenna). The initiative will engage First Nations, Inuit and Metis students/schools. We are conducting this initiative in both English and French. Leigh Cormier, a Mount Baker Secondary School teacher has been invited to attend this youth inquiry! We look forward to hearing all about it!

### Finance/Operations Updates:

Budget process is continuing following the announcement of District Funding estimates for 2017/18. A number of departments and budget areas need to be reviewed to build the budget for 2017/18. Priority Measures grant update is due April 18 and work on the Classroom enhancement funding is ongoing as we learn about class size and composition issues in our district. This work with schools will help us finalize our staffing needs and our budget estimates for next school year. SD5 will received a notional allocation about 4.3 million and we will need to provide rationale for additional costs required to meet the restored collective agreement. Under review, when time permits, is the Transportation grant and the Student learning Grant.

## Update from the District Principal of Transformative Learning and Technology

### Technology

All students in SD5 now have an Office 365 account. Which allows them to have an SD5 email address.

### Sessions offered at the RSA Day April 10<sup>th</sup>

- ◆ Portal and Portfolio
- ◆ Introduction to Coding
- ◆ Spheros in the Classroom



### Environmental Education -Community to Classroom Focus

Geography 12 students at MBSS are part of a national inquiry project investigating climate change impacts and adaptations or mitigations locally. The overarching goal of the study is for students to consider how we can achieve a lower carbon Canada. Student groups at MBSS are investigating a broad array of topics, including transportation, waste reduction and diversion, bees, forestry, and food security. They are drawing on research by local experts and organizations, as well as refereed journal articles, government and other organizations. In April, students will share their findings with five other schools across Canada, and later the same month, 10 students from participating high schools will be selected to travel to Ottawa to compile a final report of all of the student research findings and recommendations. This report will be shared out with the Prime Minister and Catherine McKenna in a web-based meeting with all participating classes.

### Upcoming Events in

#### April

Take Me Outside Day is April 20<sup>th</sup>

Last Maker Series April 19 in Fernie and April 26 in Cranbrook-Topic is "Spheros"



The students at TM Roberts Elementary participated in the 35th anniversary of Jump Rope for Heart last month.

## Update from the Director of Instruction/HR

Staffing processes for the coming school year are under way with final budgetary decisions being made in the next few weeks. Any necessary district initiated transfers or layoffs of continuing teaching staff to meet budgetary requirements will occur after final decisions are determined. In addition, continuing teacher initiated transfer requests will be considered prior to the post and fill process for next year's available teaching positions.



CUPE staffing processes will begin in the middle part of May and will continue through the summer as required.

We are advertising for TTOC positions for the next school year. TTOC applicants with specialties in French Immersion, Student Services and Counselling will be given special consideration.

## Update from Director of Student Learning and Aboriginal Education

### Skills Training

We are very excited to have been successful in our grant application to access provincial funds aimed at equipment for our Industrial Ed classrooms. We have received just over \$100,000 and are currently exploring the best use for these funds.

### Graduation plan update

Recently, we have been informed of recent changes to the content of the Graduation program scheduled for implementation in September of 2018. We have brought our secondary folks together, along with SD 6&8, in Career Education Society, to hear about this information first-hand from the Ministry. We have heard about the content of the new Career Ed courses, as well as general guidelines for provincial assessments and course contents. Much appreciated information!

**"Graduation is a major step from childhood to adulthood.**

**Our children need to be prepared to succeed as adults when they walk across the stage and get their graduation certificate.**

**The new curriculum maps out a clear path to graduation - and preparation for life after high school."**



## Update from the District Principal/Student Services

In March, we were able to interview and hire an additional School Psychologist who will work along side our current School Psychologist. Ann comes with a great wealth of information and is keen to work with students and staff of School District 5. Ann Saunders' contract runs from April 3rd to the end of June.

March was Science Month in BC. It is also the month of the East Kootenay Regional Science Fair. Sixteen of the eligible forty-two schools in School Districts 5 and 6, and the independent school system participated in the fair this year. This has been the normal distribution for the past several years, but the fair sees more senior projects each year. One hundred fifty-four students showcased one hundred twenty-six projects.

The most participation in SD 5 comes from Kootenay Orchards Elementary which is highly influenced by Dr. Andrea Ingram's volunteer work and science club at the school. The participation is also supported by the Grade 6 teachers and by the Kootenay Orchards PAC.

This year we are proud to have Rory Smith, Grade 10 student at Mount Baker Secondary represent our District at Canada Wide Science Fair in May this year in Regina, Saskatchewan. This will be the third year running for Rory. His project, "Nuclei Oxidation Therapy: A New Take on Localized Antineoplastics", looks at a novel approach to harm malignant cellular organelles.

We are also proud to have Braxton Chan, Grade 8 student at Parkland Middle join Rory as another SD 5 representative for the East Kootenays. Braxton's project showed great promise of improving energy efficiency with "Experimental Testing of Mathematical Model for Increasing Wind Turbine Power."

## Update from the Director of Student Learning and Innovation

Just a reminder of the Ready, Set, Learn events happening in our schools this month.

**Ready, Set, Learn** is an initiative that recognizes that families need positive connections with the school system and community agencies that provide relevant resources and information. Most public elementary schools in Southeast Kootenay School District will be offering an opportunity for all three to five year olds to come to their neighbourhood school (children born in 2012 who have turned three by the date of the RSL event, 2013 & 2014). This event is a partnership between the province, the district, and the early childhood teachers in Cranbrook, Fernie, Sparwood, Jaffray, and Elkford.

Ready, Set, Learn will include opportunities such as a tour of the school, a visit to the kindergarten classroom, activities, refreshments, displays or presentations by school children.

Parents and caregivers will receive helpful tips for supporting their preschooler's learning and development. They will also be provided with information about local services available. Each child will receive a learning kit.

Four year olds, those children who will be entering kindergarten in September 2017, will also be invited to Kindergarten Orientation in their neighborhood school.

### **Cranbrook Schools**

April 26	Steeple Elementary	10:00 - 12:00 pm
April 27	Gordon Terrace Elementary	9:00 - 10:30 am
April 27	Pinewood Elementary	9:30 - 10:30 am
May 3	Kootenay Orchards Elementary	9:00 - 10:00 am
May 4	Highlands Elementary	10:40 – 11:50 am
May 11	Amy Woodland Elementary	9:00 – 10:30 am
May 12	T. M. Roberts Elementary	10:45 – 11:45 am

### **Elk Valley/South Country Schools**

April 5	Jaffray Elementary Jr. Sec.	9:00 – 11:00 am
April 20	Isabella Dicken Elementary	9:30 - 10:30 am
April 25	Rocky Mountain Elementary	10:00 - 11:00 am
May 2	F. J. Mitchell Elementary	1:00 – 2:30 pm

### **Early Learning Fairs**

May 16 Elk Valley @ Isabella Dicken Elem. (Fernie) 9:30 – 11:30 am

There is no Early Learning Fair in Cranbrook this year.



**Southeast Kootenay**

**District Enrollment**

Page

April 5, 2017

School Name	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	Othe	Total
Jaffray Elem-Jr Secondary	16	17	24	18	21	19	19	17	12	11	10	0	0	0	2	186
École Isabella Dicken	50	63	64	60	62	58	53	0	0	0	0	0	0	0	0	410
Frank J Mitchell Elementary	57	46	42	64	46	58	39	0	0	0	0	0	0	0	0	352
Rocky Mountain Elementary	40	42	27	41	25	29	37	0	0	0	0	0	0	0	0	241
Mount Baker Secondary	0	0	0	0	0	0	0	0	0	0	273	283	279	0	0	835
Laurie Middle School	0	0	0	0	0	0	0	105	136	126	0	0	0	0	0	367
Amy Woodland Elementary	44	32	42	39	37	42	42	0	0	0	0	0	0	0	0	278
T M Roberts Elementary	52	54	49	59	60	57	45	0	0	0	0	0	0	0	0	376
Gordon Terrace Elementary	29	37	41	29	34	34	56	0	0	0	0	0	0	0	0	260
Highlands Elementary	37	39	38	38	56	35	38	0	0	0	0	0	0	0	0	281
Pinewood Elem - Cranbrook	13	22	21	14	13	20	16	0	0	0	0	0	0	0	0	119
Steeles Elementary	26	31	30	26	22	20	29	0	0	0	0	0	0	0	0	184
Kootenay Orchards	29	34	36	34	25	34	33	0	0	0	0	0	0	0	0	225
Parkland Middle School	0	0	0	0	0	0	0	134	145	146	0	0	0	0	0	425
Elkford Secondary	0	0	0	0	0	0	0	31	30	36	41	28	19	0	0	185
Fernie Secondary	0	0	0	0	0	0	0	53	55	41	60	63	66	0	0	338
Sparwood Secondary	0	0	0	0	0	0	0	42	35	43	43	36	48	0	0	247
Kootenay Educational	0	0	0	0	0	0	0	0	0	1	15	29	53	0	0	98
Kootenay Discovery School	0	0	0	0	1	0	0	4	2	2	6	7	105	0	0	127
<b>Totals</b>	<b>393</b>	<b>417</b>	<b>414</b>	<b>422</b>	<b>402</b>	<b>406</b>	<b>407</b>	<b>386</b>	<b>415</b>	<b>406</b>	<b>448</b>	<b>446</b>	<b>570</b>	<b>0</b>	<b>2</b>	<b>5534</b>





March 17, 2017

Ref: 192579

To: Secretary-Treasurer and Superintendent  
School District No. 05 (Southeast Kootenay)

**Re: Ministry Response to the Annual Five-Year Capital Plan Submission**

This letter is in response to the Board of Education's Annual Five-Year Capital Plan submission and provides direction as to the next steps for advancing capital projects that align with provincial capital priorities.

The Ministry reviewed all of the Five-Year Capital Plan submissions across the participating 60 school districts to determine priorities for available capital funding in the following Ministry programs:

- Seismic Mitigation
- Expansion
- Building Envelope
- Carbon Neutral Capital
- School Enhancement
- Bus Replacement

I am pleased to advise Ministry support for advancing project development or delivery of the following projects:

SCHOOL PROJECT(S)		
School Name	Program & Project Type	Next Steps & Timing
Mount Baker Secondary 467,060	School Enhancement – Roof Repairs or Replacement	Proceed to design, tender & construction and complete by March 2018
Elkford Elementary 199,089	Carbon Neutral Capital - Lighting	Proceed to design, tender & construction and complete by March 2018

Follow-up meetings will be scheduled by your assigned Regional Director to confirm scope, schedule, budget and the terms of project approval for the projects listed above. **No work or expenditures may proceed without a signed Capital Project Funding Agreement (CPFA), Annual Program Funding Agreement (APFA), or other formal authorization from the Ministry.**

666,149

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Ministry of  
Education

Capital Delivery Branch  
Capital Division

Mailing Address:  
PO Box 9151 Stn Prov Govt  
Victoria BC V8W 9H1

Location:  
5<sup>th</sup> Floor, 620 Superior St  
Victoria BC V8V 1V2



As a brief follow-up from the previous year, the Ministry has revised the procedures regarding capital bylaws and approved Five-Year Capital Plans. The requirement for the Boards of Education to adopt a capital bylaw for each individual capital project has been eliminated. Instead, the Board may adopt a single Capital Bylaw for its approved 2017/18 Five-Year Capital Plan, in accordance with s. 143 of the *School Act*. For additional information, please visit the Capital Bylaw website at:

<http://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/capital-planning/capital-bylaws>

You can expect to receive the Capital Plan Instructions for your 2018/19 Annual Five-Year Capital Plan Submission by March 31, 2017, and the deadline for submission will be June 30, 2017.

Should you have any questions regarding the Ministry's Capital Plan process, please do not hesitate to contact your Regional Director, Rachelle Ray at [Rachelle.Ray@gov.bc.ca](mailto:Rachelle.Ray@gov.bc.ca).

Thank you for your dedication to the students of the Southeast Kootenay School District.

Sincerely,



Ryan Spillett,  
Executive Director, Capital Delivery Branch  
Capital Division

Cc: Rachelle Ray, Regional Director, Capital Delivery Branch  
Damien Crowell, Planning Officer, Capital Delivery Branch