



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

June 14, 2016, 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 June 14, 2016 be approved as [circulated / amended].

1.3 Approval of the Minutes

5

M/S that the minutes of the regular public meeting of the Board of Education of May 10, 2016 be approved as [circulated/amended].

1.4 Receipt of Records of Closed Meetings

12

M/S to accept the closed records of the in-camera meeting of the Board of Education of May 10, 2016.

1.5 Business Arising from Previous Minutes

1.5.1 Bus Cameras

1.6 Receiving of Delegations/Presentations

1.6.1 MBSS Robotics Team (Bill Walker)

1.6.2 Sharing our Learning-Research Projects (CR4YR+PQT)

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

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Recommendation A

M/S that the Board of Education write a letter to the Minister of Education, Ministry of Children and Family Development, Office of the Early Years and Maureen Dockendorff, Superintendent of Literacy and Numeracy to include actual usage numbers when calculating capacities in our schools. Copies should be sent to our regular stakeholders as well as the Vancouver School Board.

Recommendation B

M/S that the Board of Education support the application for Kootenay Educational Services to form an official Parent Advisory Committee.

Recommendation C

M/S that the Board of Education write a letter of support to the Federation of Post-Secondary Educators of BC for their "Open the Doors Campaign". Copies to be sent to all regular stakeholders, the Minister of Education and the Minister of Post-Secondary Education.

Recommendation D

M/S that the Board of Education tentatively approve, in principle, MBSS's Field Trip Application to Italy /Greece in the Spring of 2017.

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

2.2 Policy Committee

18

Recommendation A

M/S that the draft Policy use of School Board Property by Licensed Child Care Providers be sent to the Board of Education for approval.

Recommendation B

M/S that the revised Policy 7.4 Software Licensing be sent to the Board of Education for approval.

Recommendation C

M/S that the revised Policy 7.5 Web Page Publishing be sent to the Board of Education for approval.

Recommendation D

M/S that the revised Policy 4.2 Travel Allowance Per Diem be sent to the Board of Education for Approval.

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

2.3	Finance/Operations/Personnel Committee	30
	<u>Recommendation A</u>	
	<i>M/S that the Board of Education approve in principle, with the approval from Freedom of Information, the Bus Cameras pilot project in Sparwood.</i>	
	<u>Recommendation B</u>	
	<i>M/S that the Board of Education appoint Trustee Whalen and Trustee McPhee as the Board Representatives on the redevelopment of Idlewild Park.</i>	
	M/S that the Board accept the report of the Finance/Operations/Personnel Committee.	
2.4	BCSTA /Provincial Council	
2.5	Communications/Media Committee	
	M/S to accept the report of the Communications/Media Committee.	
2.6	Mt. Baker / Key City Theatre Replacement Committee	
	M/S to accept the report of the Mt. Baker / Key City Theatre Replacement Committee.	
	2.6.1 MBSS Traffic Safety Group Meeting Minutes of Tuesday, May 24, 2016	34
2.7	Legacy of Learning	
	M/S to accept the Legacy of Learning report.	
2.8	Trustee Reports	36
3.	SUPERINTENDENT'S REPORT TO THE BOARD	39
	M/S that the June 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	44
	5.3 Budget Bylaw	47

5.4 Curling Rink - Letter of Support

63

Laurie School Usage - 2 1/2 weeks per year (Gr 9 PE)

Mount Baker Usage - 3 weeks per year (approx.)

5.5 Water Quality Update

Report is posted on School District 5 Website and all SD 5 Schools.

6. TRUSTEE BOUQUETS

7. ITEMS FOR INFORMATION/CORRESPONDENCE

7.1 \$25 Million Re-directed Savings

64

7.2 Board/Committee Meeting Schedule 2016-17

70

8. QUESTION PERIOD

9. ADJOURNMENT

M/S that the June 14, 2016 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**

Date: May 10, 2016, 3:00 p.m.

Location: Sparwood Secondary School

Present: Chairperson Lento
Trustee Ayling
Trustee Bellina
Trustee Blumhagen
Trustee Helgesen
Trustee Johns
Trustee McPhee – Left the meeting at 4:00 pm
Superintendent of Schools, L. Hauptman
Secretary Treasurer, R. Norum
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning and Aboriginal Education, Jason Tichauer
Recorder, Sandy Gronlund

Regrets: Trustee Blumhagen
Trustee Brown
Trustee Whalen

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.

Chairperson Lento called the May 10, 2016 regular public meeting of the Board of Education to order at 3:05 p.m.

1.2 Consideration and Approval of Agenda

MOTION R-16-62

M/S that the agenda for the regular public meeting of the Board of Education of May 10, 2016 be approved as circulated.

CARRIED

1.3 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of April 12, 2016.

MOTION R-16-63

M/S that the minutes of the regular public meeting of the Board of Education of April 12, 2016 be approved as circulated

CARRIED

1.4 Receipt of Records of Closed Meetings

MOTION R-16-64

M/S to accept the closed records of the in-camera meeting of the Board of Education of April 12, 2016.

CARRIED

1.5 Business Arising from Previous Minutes

1.6 Receiving of Delegations/Presentations

1.6.1 Frank J. Mitchell School Growth Plan

Superintendent Hauptman introduced Christine McKie, Principal of Frank J. Mitchell School who presented to the Board the Frank J. Mitchell School Growth Plan.

- Principal McKie presented the KNOOKS (Kids needing outdoor opportunity, knowledge and stewardship) Program to the Board. Highlights included:
 - Student Behaviours – Increased or decreased?
 - KNOOK project is growing throughout
 - Uses the surrounding nature around the school
 - Encouraging students to be comfortable in the outdoor spaces
 - Connection to the outdoor spaces
 - Integrate the local Ktunaxa history
 - Spirit of physical literacy, not just the gym
 - Outdoor education skills
 - Ab Ed culture field trips, such as a trapping field trip
 - Slack Lines – Trustee Alying and Trustee Bellina tried them out during their tour of Frank J. Mitchell School today.
 - The Golden Shoe Award (sustainable transportation)
 - Earth Day 2016 (explained all the activities the students participated in)
 - Geo-Caching (Students learn to use a compass and GPS)
 - Recess Play (many activities played on the Tamarac)
 - Teaming with Sparwood Secondary (know your watershed)
 - Frank J. Mitchell was chosen for Wild School Program for 2016-17 (Habitat Conservation)
 - Wildsight - Beyond Recycling program
 - Effect of Student engagement (discussed how the interaction helps the students)

Chairperson Lento thanked Principal McKie for the presentation and appreciates how much this helps the students.

Trustee Bellina enjoyed seeing the Knooks. Superintendent Hauptman said we will see more outdoor education used in the new curriculum.

1.6.2 Sparwood Secondary School Growth Plan

Superintendent Hauptman introduced the Principal of Sparwood Secondary Frank Sopko who presented to the Board Sparwood Secondary School Growth Plan.

Highlights included:

Growth Plan built around Big Ideas

- Change in education
- How to share the new curriculum
- What to do with the information

Key Questions are

- How do we motivate the students of SSS to increase the overall engagement in a safe and caring school community?
- How will motivation improve student achievement, in academics and athletics while instilling a sense of purpose and community pride?

Students hosted a dinner in Sparwood for seniors:

- Made the meal themselves
- Played games with the seniors
- Toured the school
- Showed projects the students had made
- Seniors shared their stories of Sparwood

SSS Learning Environment – What part do you play – Takes a team

- Secretaries
- Custodians
- Support workers
- Teachers
- Principals and Vice Principals

Discussion was held on how the whole team contributes.

Medieval May

Teachers, Melissa Traub and Noel Bullock shared some activities for Medieval May and how the students and staff get involved.

Principal Sopko thanked all of his staff for participating in such a great way and making it all happen!

Trustee Bellina said she is very proud of all the two schools are doing. Chairperson Lento said big thank you on behalf of the Board.

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

Co-chair Trustee Alying reviewed the minutes of the April 12, 2016 meeting of the Advocacy/Education Committee.

MOTION R-16-65

M/S that the Board of Education write a letter of support for IRide Youth Cycling.

CARRIED

MOTION R-16-66

M/S that the Board of Education write a letter to the BCSTA inquiring as to the process for timely distribution of letters to other Boards.

CARRIED

Recommendation C was replaced with Motion R-16-67 – unanimous

MOTION R-16-67

M/S that the Board of Education write a letter of thanks to SD69 for their letter of March 11, 2016 on *CBC's Early Edition*, with cc's to the usual stakeholders and to Rick Cluff, host of the *Early Edition on CBC Radio* and that the Board express our own deep dissatisfaction with the comments of Minister Bernier during this interview.

CARRIED

MOTION R-16-68

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

CARRIED

2.2 Policy Committee

Co-chair Bellina reviewed the minutes of the April 25, 2016 meeting of the Policy Committee.

MOTION R-16-69

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

CARRIED

2.3 Finance/Operations/Personnel Committee

Co-chair Trustee Bellina reviewed the minutes of the April 25, 2016 meeting of the Finance/Operations/Personnel Committee.

MOTION R-16-70

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

CARRIED

2.4 BCSTA /Provincial Council

Trustee Bellina reported that she attended the BCSTA AGM and Provincial Council Meeting on April 15-17th in Vancouver. Trustee Bellina shared some of the highlights of the meetings.

2.5 Communications/Media Committee

Trustee Ayling shared that there were no media releases.

MOTION R-16-71

M/S that the Board of Education write a media release re: the letter to Minister Bernier regarding his comments on *CBC's Early Edition*.

CARRIED

MOTION R-16-72

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

CARRIED

2.6 Mt. Baker / Key City Theatre Replacement Committee

Trustee Johns was very disappointed that the Ministry let the public know there was no money for at least the next five years for replacing Mt. Baker School/Key City Theatre before they let the Board know.

MOTION R-16-73

M/S that the Board of Education SD#5 Southeast Kootenay reaffirm its commitment to the replacement of Mount Baker Senior Secondary, with the Key City Theatre as a Neighbourhood Learning Centre, by June 30, 2018.

CARRIED

MOTION R-16-74

M/S that the Board of Education SD#5 Southeast Kootenay undertake the development of a comprehensive action plan inclusive of all partners and stakeholders to achieve this objective.

CARRIED

MOTION R-16-75

M/S that the objective of the replacement of Mount Baker Senior Secondary School (MBSS) as a Neighbourhood Learning Centre (NLC) be communicated to the Minister of Education, Mr. Bernier, and copied to the MLA Bill Bennett, in response to Mr. Bernier's statement that "the replacement of Mount Baker Senior Secondary ...is not a part of the provincial five-year plan."

CARRIED

MOTION R-16-76

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

CARRIED

2.7 Legacy of Learning

Trustee Johns

Trip to the old Muriel Baxter site (new dog park) and took pic of signs – passed photo around

City asked what would be our next partnership

MOTION R-16-77

M/S to accept the Legacy of Learning report.

CARRIED

2.8 Trustee Reports

Trustees reported on their activities for the month.

3. SUPERINTENDENT'S REPORT TO THE BOARD

Superintendent Hauptman's report of May

Superintendent's Activities included:

- Music Monday at the Schools
- Attended the Steeples play "Lion King" and the Mount Baker play "Mary Poppins"
Both were wonderful and she appreciated how the schools support one another in these productions.
- MBSS Choir/Band was at Whistler and won 2 gold and silver awards
- Earth day activities

Collaborative Inquiry Sharing Fair is set for June 1 in Cranbrook. Trustees are welcome to attend.

Finance/Operations Updates:

Mr. Norum reported he is continuing with budget preparations and is also working on:

- Lease agreements with the District of Sparwood
- Discussing with legal possible property leases for Grasmere and Newgate
- Finalizing Staffing numbers for Human Resources for new fiscal year
- PVP and Exempt Compensation discussions are on-going
- Interviews with local banks for banking services are complete
- Audit preparation for this summer
- Learning Improvement Fund calculations
- Administrative Savings review due by June 30th

Director of Student Learning and Aboriginal Education Update:

Mr. Tichauer reported:

- Carol Fullerton will be working for another year with our schools.
- Attended a school in Duncan with teachers and principals of the Alternate Program and District Learning

Director of Instruction/Human Resources Update:

Mr. Reimer reported that they will be interviewing for the TTOC list this Thursday. He has also been working on:

- Processes for 16/17 staffing
- Deadline for teachers to get their transfer requests in is May 31
- Admin changes

Important Dates for Trustees

BCPSEA Regional Meeting May 18th

Graduations:

SSS June 4
ESS June 23
FSS June 24
MBSS June 24

Enrolment Report

MOTION R-16-78

M/S that the May 2016 Superintendent's Report to the Board of Education be accepted as presented.

CARRIED

4. CHAIRPERSON'S REPORT

5. NEW BUSINESS

5.1 Business Arising from Delegations

Nil

5.2 Budget Bylaw

MOTION R-16-79

M/S that the Board of Education read a first time the 10th day of May, 2016.

CARRIED

6

The Board has asked for a budget working session on May 18th in the morning. The second and third (final) reading will happen at the June Board meeting.

5.3 Learning Forward Conference Dec 3-7 Vancouver

This is the first time this conference has been held in Canada.

5.4 Mount Baker Robotics

MOTION R-16-80

M/S that the Board of Education match \$500 that the District is putting towards the Skills Canada National robotics Challenge in Moncton, New Brunswick.

CARRIED

6. TRUSTEE BOUQUETS

Trustee Bellina thanked both Frank J. Mitchell and Sparwood Secondary for their growth plan presentations and she enjoyed the enthusiasm of Melissa and Noel with the Medieval May.

Trustee Johns thanked Frank J. Mitchell for the tour and Mount Baker Secondary staff for hosting curriculum pro-d on April 29th. He enjoyed the play “Mary Poppins” and thanked all of the people who worked so hard to make it happen.

7. ITEMS FOR INFORMATION/CORRESPONDENCE

Nil

8. QUESTION PERIOD

Nil

9. ADJOURNMENT

MOTION R-16-81

M/S that the May 10, 2016 regular public meeting of the Board of Education adjourn at 5:02 pm

CARRIED

10. LATE ITEMS

Nil

Frank Lento, Chairperson

Rob Norum, Secretary Treasurer



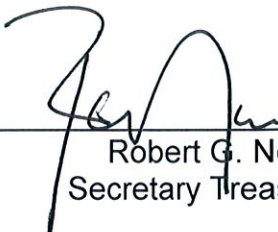
1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meeting May 10, 2016

- Finance/Operations/Personnel Committee report
 - Exempt Compensation
 - Cameras on Buses
 - AFG Budget Bylaw Project
 - Cross walk safety at Mount Baker School
 - Annual Facility Grant - Capital Project Bylaw
 - Water Quality Update
 - Budget 2016/17

- BCPSEA Representative Report
 - BCPSEA AGM and Provincial Council Meeting April 15th -17th in Vancouver
 - BCPSEA AGM in Cranbrook May 18th

- Superintendent's Report
 - Education Funding
 - Medical Leaves



Robert G. Norum
Secretary Treasurer



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - ADVOCACY/EDUCATION
COMMITTEE MEETING**

May 30, 2016 9:00 a.m.

Board Office

Committee Members
In Attendance:

Co-Chair Blumhagen
Trustee Bellina
Trustee Whalen
Trustee Ayling

Regrets:

Board/District Staff in
Attendance:

Trustee McPhee
Trustee Johns
Trustee Brown
Trustee Helgesen (late)
Chairperson Lento
Lynn Hauptman, Superintendent
Jason Tichauer, Director, Student Learning
Diane Casault, Director, Student Learning
Gail Rousseau, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The Advocacy/Education Committee meeting of May 30, 2016 was called to order at 9:09 a.m. by Co-Chair Blumhagen.
This meeting is being held on the traditional lands of the Ktunaxa People.

1.2 Approval of Agenda

ADV-16-07

Addition: 4.8 Field Trip Application – MBSS Italy and Greece

The Agenda of the Advocacy/Education Committee meeting of May 30, 2016 is approved as amended.

1.3 Approval of Minutes

ADV-16-08

The Minutes of the Advocacy/Education Committee meeting of April 25, 2016 are approved as circulated.

2. PRESENTATIONS

2.1 Environmental Education Leadership Team Clinic held at Nipika April 23-26

Highlights provided by Jennifer Roberts, Leigh Cormier, Kate Ruoss and Carissa Hart as follows:

- CBT and Vancouver Foundation provided funding for this Clinic comprised of 6 school districts
- Goal to embed all information learned into new curriculum
- Spent a lot of time talking about building life-long learners as critical thinkers
- implements First People Principles of Learning and Aboriginal perspectives; fits nicely in social and science curriculums
- provided rough action plan - take these ideas back to school teams for feedback
- challenges to overcome i.e., buy-in from teachers, time, funding, momentum implementation
- inquiry question - How do we deepen our students' educational experience with relevant place-based learning? How can all members in our district maintain integrity in their relationship with the natural world?
- Next steps – shared with Principals/Vice-Principals, Trustees and other stakeholders; will hold a 6 week conference call with all districts; meeting June 9 with core environmental group at the Aboriginal Gathering Place at COTR
- Participants have made an ongoing commitment to continue to work with CBEEN and other districts; will be seeking a grant again to continue this work

2.2 Grade 10 Nicaragua Presentation

Daralyn Theilen and her grade 10 students from Jaffray Elementary Junior Secondary presented on their recent field trip to Nicaragua. Highlights included:

- Fundraised for 2 years in advance
- Students' chose where they wanted to go
- They wanted to build in humanitarian/environmental opportunities into the trip as well as a history component
- demonstrated lots of learning going on outside the classroom, helping community and acts of service, empathy

3. ITEMS FORWARDED FROM PREVIOUS MEETING

3.1 School Meal Program

Diane Casault updated Trustees on the numerous groups who kindly donate money to the district to help support our school meals programs. In addition to Community Links funding (\$16,000), donors were very generous this year donating \$14,000 for our 17 schools. A summary of donors/donations will be sent to Trustees.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 DSAC Report

Trustee Bellina reported that there will be a face-to-face meeting for all DSAC students on Tuesday, May 31, 2016 in Cranbrook. A report will follow.

4.2 DPAC Report

Trustee Ayling reported:

- Marian Haythorn presented the Parents as Career Councilors workshop in both Sparwood Secondary School and Mt. Baker Secondary School
- parent information night to be held on the new curriculum Wednesday, June 15 from 7-8 pm at the Board Office
- information given to PACs regarding gaming fund guidelines

4.3 Student Services

N/A

4.4 Strategic Planning

N/A

4.5 Childcare/Strongstart Occupancy When Calculating Capacity Numbers

Recommendation A – M/S that the Board of Education write a letter to the Minister of Education, Ministry of Children and Family Development, Office of the Early Years and Maureen Dockendorff, Superintendent of Literacy and Numeracy to include actual usage numbers when calculating capacities in our schools. Copies should be sent to our regular stakeholders as well as the Vancouver School Board.

4.6 KES – Board Support in Acquiring a Formal PAC

Recommendation B – M/S that the Board of Education support the application for Kootenay Educational Services to form an official Parent Advisory Committee.

4.7 “Open the Doors Campaign”

Recommendation C – that the Board of Education write a letter of support to the Federation of Post-Secondary Educators of BC for their “Open the Doors Campaign”. Copies to be sent to all regular stakeholders, the Minister of Education and the Minister of Post-Secondary Education.

4.8 Field Trip to Italy Greece Spring 2017 MBSS

Recommendation D – that the Board of Education tentatively approve, in principle, MBSS’s Field Trip Application to Italy/Greece in the Spring of 2017 .

5. BCSTA LETTERS

5.1 Budget

5.1.1 SD50

Receive and file.

5.1.2 SD57

Receive and file.

5.1.3 SD20

Receive and file.

5.2 Letter from Minister Bernier re 2016/2017 Funding Allocations

Receive and file.

6. ADJOURNMENT

The Advocacy/Education Committee meeting of May 30, 2016 was adjourned at 10:32 a.m.



Field Trip Application Checklist

Required for school trips *beyond the geographic boundaries of Canada or the Mainland of the United States*

BOARD APPROVAL (must be presented to the Education/Policy Committee, prior to parent/student contact, for Board approval at least 3 months in advance of trip) Please complete and email to gail.rousseau@sd5.bc.ca.

Date: MAY 25 2016

School(s): MBSS

Grade(s): 10-12

Sponsor Teacher(s): Ms. E JAKOBSEN MR M. PARON

Educational Objectives and Rational:
(attach separate sheet)

Departure Date: MARCH 20 2016 2017

Return Date: MARCH 29 2016

Destination: ITALY AND GREECE

Method of Transportation: PLANE / BUS / FERRY

Cost Per Student: \$ 3583.00

RECEIVED
MAY 26 2016
School District No. 5
Southeast Kootenay

KG.
2:20.

Fundraising Opportunities for Students: (attach separate sheet)
(all students must be given an opportunity to participate)

BOARD APPROVAL: [Signature]

Date: May 30 / 2016

Trip Details: Please attach supporting documents at least 30 days prior to departure for the following:

	For School Use Only (check when completed)	For District Use Only (check when completed)
Names of Students, Grade, Emergency Contact Numbers:	TBD	
Transportation & Accommodation Details: (include name of travel company)	EXPLORICA	
List of Chaperones: (minimum ratio 15:1) (attach Criminal Record Checks)		
# of Staff: <u>TBD</u>		
# of Non-Staff: <u> </u>		
Schedule/Itinerary:	SEE ATTACHED	
Insurance: (Health & Liability):	SEE ATTACHED	
Safety/Worst Case Scenario Plan: (see example attached)	SEE ATTACHED	

Teacher(s) Signature: [Signature]

Date: MAY 25 2016

Principal's Approval: [Signature]

Date: May 26 / 16

Board (Chairperson) Approval:

Date:



**The Board of Education of
School District No.5 (Southeast Kootenay)
Minutes – Policy Committee**

**May 30, 2016, 10:30 a.m.
Board Office**

Committee Members	Co-Chair Trustee Brown (Chair) Co-Chair Trustee Ayling
In Attendance:	Trustee McPhee Trustee Helgesen
Regrets:	Nil
Board/District Staff in Attendance:	Trustee Bellina Trustee Blumhagen Trustee Johns Chairperson Lento Trustee Whalen Lynn Hauptman, Superintendent Diane Casault, Director of Student Learning/Innovation Jason Tichauer, Director of Student Learning/Aboriginal Educ. Janice Paetz, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of May 30, 2016 was called to order at 10:40 a.m. by Co-Chair Brown.

1.2. Approval of the Agenda

POL-2016-07

M/S that the agenda for the Policy Committee meeting of May 30, 2016 be approved as circulated.

1.3. Approval of the Minutes

POL-2016-08

M/S that the minutes of the Policy Committee meeting of April 25, 2016 be approved as circulated.

2. POLICIES DELETED BY THE BOARD SINCE LAST MEETING

Nil

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1 Draft Policy - Use of School Board Property by Licensed Child Care Providers

Discussion included:

- an extra sentence has been added to under General Conditions pertaining to shiftwork in the Elk Valley
- there is currently no room in an elementary school to house a child care centre (policy has been created as per direction from the Ministry)
- rental rates are based on a cost recovery basis, which may be higher/lower than local rates
- concerns about how space is being used at the old Mountain View Elem. School (should be discussed at a different meeting as it doesn't pertain to policy)
- make reference to the School Act at bottom of policy.

Recommendation A

“M/S that the draft Policy Use of School Board Property by Licensed Child Care Providers be sent to the Board of Education for approval.”

3.2 Revised Policy 7.4 Software Licensing

There is a need for this policy as with the new infrastructure, people are now the administrator of their own machines so they do have the ability to download software. The policy clearly explains to employees what is expected prior to them downloading software.

Recommendation B

“M/S that the revised Policy 7.4 Software Licensing be sent to the Board of Education for approval.”

3.3 Revised Policy 7.5 Web Page Publishing

Policy has now been changed to reflect employee work (not student).

Recommendation C

“M/S that the revised Policy 7.5 Web Page Publishing be sent to the Board of Education for approval.”

3.4 Draft Policy – Partnership/Sponsorship

Discussion included:

- Guiding Principles - delete #3
- Approval - #2 - change 3rd bullet to #3
- make reference to the School Act at bottom of policy
- Partnership – add *between ‘the school district or’ an educational institution*

The draft policy will now be sent to partner groups for feedback and brought back to the September meeting.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 Revised Policy 4.2 Travel Allowance Per Diem

Recommendation D

“M/S that the revised Policy 4.2 Travel Allowance Per Diem be sent to the Board of Education for approval.”

An email will be sent to all partner groups advising of the update (effective July 1, 2016).

5. INFORMATION ITEMS

Update on recent/new/future policies:

- waiting to work with Mr. Verbeurgt on the Seclusion Policy
- there will be changes to School Code of Conduct (Jason working on this with Principals)
- still reviewing other policies for any housekeeping and/or new updates required
- starting to review policies for principals for the Fall (what do they need to know/share with staff)
- reviewing what policies require training/action, etc. at the beginning of the school year
- waiting until the Technology Committee has been formed to continue reviewing technology policies.

6. ADJOURNMENT

The meeting adjourned at 11:10 a.m.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)

POLICY

USE OF SCHOOL BOARD PROPERTY BY LICENSED CHILD CARE PROVIDERS

SECTION

The Board of Education of School District 5, as per School Act Section 85.1, promotes the use of available School Board facilities and space by licensed child care providers between the hours of 7 a.m. and 6 p.m., during business days.

Definitions

The terms “Board property”, “business day”, “educational activities”, and “licensed child care provider” shall have the meanings set out in Section 85.1 of the School Act.

“Direct and indirect costs” include:

1. Utilities;
2. Maintenance and repair;
3. A reasonable allowance for the cost of providing custodial services;
4. A reasonable allowance for time school district administrators and other staff spend on matters relating to the use of Board property by licensed child care providers.

General Conditions

1. The use of Board property by licensed child care providers must not disrupt or otherwise interfere with the provision of educational activities, including early learning programs and extracurricular school activities.
2. Revenue obtained by the Board from the use of Board property by licensed childcare providers on business days between the hours of 7 a.m. and 6 p.m. will not be more than the direct and indirect costs incurred and to be incurred by the Board as a result of making that use available. Community circumstances may warrant the review of hours of operation to accommodate work schedules.
3. The Secretary-Treasurer is responsible for advising the Board of an appropriate rental rate on a cost recovery basis.
4. Opportunities for proposals to occupy available space will be posted to BC Bid or advertised in the local paper.
5. When proposing a full-time child care program, proponents must be open to collaborating with early learning educators and should also be comfortable with the early learning vision established by the School District.
6. Licensed child care providers must sign a license agreement which specifies license rates, terms and conditions for the use of Board property.

7. The site will be offered “as is” and the cost of improvements and furnishings to facilitate child care activities will be borne by the child care provider.
8. Licensed child care providers are responsible for ensuring that they comply with regulatory requirements associated with operating a licensed child care facility.

Related By-laws, Policies, Contracts and Regulations:
[School Act](#)

THE BOARD OF EDUCATION SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)

POLICY

PARTNERSHIP/SPONSORSHIP

SECTION

The Board recognizes the benefit of revenue generating initiatives for the purpose of enhancing programs and services to students. Revenue generating initiatives are intended to complement and not replace funding of education by the Government of British Columbia.

The Board believes there is a role for business and community partnerships and sponsorships which operate within guiding principles as set out in this policy and other School District operating procedures.

Definitions

Partnership:

A relationship formally defined and agreed to between the school district or an educational institute and:

- an organization;
- business;
- industry;
- another institution;
- and/or government.

This partnership is created for the mutual benefit of the parties directly involved and is not exploitive in nature.

Sponsorship:

A relationship between the School District and an individual, group, company or community-based organization where there is a provision of support by the sponsor to the School District or to activities within individual schools. This is founded on the concept of mutual benefit and:

- may be by way of an exchange of human and physical resources;
- may involve the sponsor providing a product or service free of charge or at a reduced rate;
- may involve the sponsor providing financial support.

Guiding Principles for Partnership and Sponsorship Agreements

1. Any partnership or sponsorship agreement is ethical and respectful of the integrity of the public school system.

2. Any agreement will not be, nor create, a situation where it could become exploitative in nature.
3. All those served by the agreement will be treated fairly and equitably.
4. Student's access to district resources shall not be compromised as a result of an agreement. An example is the rental of a school gymnasium.
5. Any staff or student involvement in an agreement must be voluntary.

Approval:

1. Any large-scale District initiatives require Board approval:
 - Any advertising using the School District 5 name or logo must have approval of the Board.
2. Any pending agreements involving business partnerships or sponsorships shall be approved only after consultation with the Superintendent and Secretary-Treasurer, both of whom reserve the right to withhold approval.
3. School Principals, in consultation with the Superintendent, are responsible for authorization of:
 - solicitation of products where the intention is to generate school funds;
 - school-level sponsorships and partnerships which fall within the guidelines of the Guiding Principles.

Related By-laws, Policies, Contracts and Regulations:

Policy 3.6 Advertising

[School Act](#)

THE BOARD OF EDUCATION OF SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)

POLICY

SOFTWARE LICENSING

SECTION 7.4

School District 5 adheres to vendor software licensing agreements for the use of software in schools and District departments and acknowledges the licensing of software as copyright intellectual property.

Related By-laws, Policies, Contracts and Regulations:

7.4R Software Licensing Regulations

THE BOARD OF EDUCATION SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)

POLICY

WEB PAGE PUBLISHING

SECTION 7.5

The School District supports the use of school based servers for publishing of web pages to enhance the teaching and learning process and to foster communication within and outside the School District.

The posting of web pages is a form of electronic publication, and is subject to all laws, including the Copyright Act and the Freedom of Information and Protection of Privacy Act. School web pages must also be designed to respond to concerns for student safety, privacy and security.

Related By-laws, Policies, Contracts and Regulations:

7.5R Web Page Publishing Regulations

THE BOARD OF EDUCATION SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)

REGULATIONS

WEB PAGE PUBLISHING

SECTION 7.5R

The Regulations for posting web pages on District servers are intended to assist in the design and creation of school and department web page content and to protect individual privacy, safety and security.

1. All web page information must reside on School District servers. Departure from this procedure must be sought in writing from the Superintendent or designate prior to posting any school, staff or department web page on third party servers.
2. School Principals are ultimately responsible for the content of their school's web page.
3. Photographs and videos: To protect the privacy of students, each parent/guardian must have completed the Personal Information Consent form (Student Registration package).
4. Information: To prevent harassment and protect the privacy of students, no personal information beyond the student name may be disclosed on the school or department web page (e.g., address, phone number, etc.) that would further identify a student.
5. Sponsorship: please refer to Policy x Sponsorship.
6. Copyright (refer to Copyright Laws in Canada).
7. All employee published materials on District servers become the property of the School District. The School District retains full copyright on all employee posted web content.

Related By-laws, Policies, Contracts and Regulations:

[Policy 7.5 Web Page Publishing](#)

[Freedom of Information and Protection of Privacy Act](#)

[Policy x Sponsorship](#)

[Copyright Laws in Canada](#)

THE BOARD OF EDUCATION OF SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)

POLICY

TRAVEL ALLOWANCE PER DIEM

SECTION 4.2

All Board members and employees shall be reimbursed for expenses incurred while traveling on Board business in accordance with the School Board Policy.

Persons are expected to use discretion and good judgment in the expenditure of School District funds and should give the same attention as if the expenses were from the person's own account.

1. TRAVEL ALLOWANCE

All travel must be approved by the appropriate official prior to commencement of travel.

2. TRAVEL EXPENSE CLAIM

An advance may be claimed for the approved travel and is subject to the allowable rates in this policy.

The accounting department requires two weeks notice for processing an advance cheque.

A completed and certified expense claim form must be submitted for each individual's expenses after completion of travel. The final expense claim must be signed by the Secretary-Treasurer.

A final expense claim must be submitted not later than 30 days after completion of approved travel.

3. TRANSPORTATION

By Car: Rate per KM 0.52 cents for School District approved travel (travel between work and home excluded).

By Air: Receipts and ticket stubs for any airfare must be attached to the expense claim form.

By Ferry: Receipt for automobiles must be attached if the ferry is used.

By Ground: (Taxi, Bus, Rapid Transit, etc.)
Receipts for ground transportation must be attached to the claim expense form.

Mileage vs Air Fare:
The Board will pay the lesser of mileage allowance or economy airfare if an individual chooses to travel by car rather than air.

4. ACCOMMODATION

Actual rates will be paid with the understanding that the most reasonable rate (i.e. convention, B.C.S.T.A., government rates), will apply.

The allowance for overnight accommodation at the home of family or friends is \$20.00.

Receipts or paid hotel bills must be attached to each expense claim form. The hotel rate plus tax is all that is claimed in this section. If a credit card is used, the hotel bill must show charge card imprint or have a charge card flimsy attached.

5. MEALS AND INCIDENTALS

The current per diem rate is \$50.00. This rate applies to travel on behalf of the School District. For in-district travel, meals will be reimbursed as per official receipts. Where partial days are to be claimed, the maximum allowable rates are as follows:

Breakfast: \$10.00 Lunch: \$15.00 Dinner: \$25.00

6. INSURANCE

The School District provides a business use insurance coverage that will allow employees to drive up to 1,600 km per year.

If, according to District mileage claim records, the employee exceeds the 1,600 km limit, he/she will be required to purchase the additional business insurance coverage from their insurance agent, the cost of which will be reimbursed by the District.

Employees are required to obtain an authorization from the Secretary Treasurer prior to purchasing the business coverage.

The District will reimburse employees for damage to vehicles normally covered under the comprehensive portion of the employees insurance to a maximum of \$50.00. Damage must have occurred while the vehicle was used on an approved School District activity.



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)**

**May 30, 2016, 11:30 a.m.
Board Office**

Committee Members in Attendance: Co-Chair Helgesen
Board/District Staff in Attendance: Trustee Ayling
Trustee Bellina
Trustee Blumhagen
Trustee Brown
Trustee Johns
Chairperson Lento
Trustee McPhee
Trustee Whalen
Superintendent of Schools, L. Hauptman,
Director of Instruction/Human Resources, B. Reimer
Director of Instruction/Student Learning, D. Casault
Recorder, Sandy Gronlund

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The public Finance/Operations/Personnel Committee meeting of May 30, 2016 was called to order at 11:16 am by Co-Chair Trustee Helgesen.

Co-Chair Trustee Helgesen acknowledged that we are on the traditional lands of the Ktunaxa people.

1.2 Approval of the Agenda

Additions:

4.3 Water Quality Update (moved from in-camera meeting)

MOTION FOP-P-2016-7

M/S that the agenda of the public Finance/Operations/Personnel Committee meeting of May 30, 2016 be approved as amended.

CARRIED

1.3 Approval of the Minutes

MOTION FOP-P-2016-8

M/S that the minutes of the public Finance/Operations/Personnel Committee meeting of April 25, 2016 be approved as circulated.

CARRIED

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. DELEGATIONS/PRESENTATIONS

Nil

4. NEW BUSINESS

4.1 Bus Cameras

Superintendent Hauptman reported:

- Bradley Weldon, of the Freedom of Information and Protection of Privacy Act (FIPPA), is reviewing the information regarding the cameras. The City of Sparwood and the RCMP will be partners in this endeavor.
- Mr. Norum would like the approval of the Board in principle, for bus cameras to be installed on buses in Sparwood and run as a pilot project providing Freedom of Information gives approval. To be discussed further at the June Board Meeting.
- Chairperson Lento commented that partnering relationships are very important and would like to see costs and what the responsibilities of each partner is.
- Start small as a pilot and address all concerns.
- Will the camera video stand up to legal action?
- Cameras and CUPE drivers

Recommendation A

M/S that the Board of Education approve in principle, with the approval from Freedom of Information and Protection of Privacy Act (FIPPA), the Bus Cameras pilot project in Sparwood.

4.2 OAG (Office of the Auditor General) School District Budgeting Report

The Board will use the 20 questions attached to this budgeting report at a working session which will be held this summer.

4.3 Water Quality

An updated study from Peak Environmental Ltd was distributed.

Discussion included:

- Jaffray School pipes will be replaced this summer. Plans are to retest the water on a regular basis.
- The report indicates all taps in our facilities should run for 10 seconds before using the water which eliminates the standing water in the pipes. This should also be done at home.
- Post this report on the web site if given permission from Peak Environment. Add a pre synopsis to help readers understand the report.
- Install notices by drinking water, to run water for 10 seconds before using.
-

5. ITEMS FOR INFORMATION

5.1 District Safety Advisory Committee Report

Mr. Reimer reported that the District Safety Advisory Committee meetings are great and building momentum. Two members of the Committee, will be putting on a 30 minute workshop for safety committee representatives from each school on Thursday, June 9th at Parkland Middle School at 3:45 pm to show what the committee looks like.

5.2 Idlewild Park Stakeholders

A request was received from the City of Cranbrook for two volunteers from the School District 5 to participate in developing a plan for Idlewild Park. Trustee Whalen and Trustee McPhee have volunteered.

Recommendation B

M/S that the Board of Education appoint Trustee Whalen and Trustee McPhee as the Board Representatives on the redevelopment of Idlewild Park.

Superintendent Hauptman distributed information on the 2015/16 Capital Plan and the Approval letter. A bylaw will be put forth with three readings at the June Board meeting to approve the Capital Plan.

6. QUESTION PERIOD

Posters will be put up by all water fountains in the schools advising you to run the water 10 seconds before using it.

7. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of May 30, 2016 adjourned at 11:45 am.

8. LATE ITEMS

School District No.5

Mount Baker Secondary School (MBSS)

MBSS Traffic Safety Group Meeting Minutes

May 24, 2016 at 10:30 a.m.

Meeting facilitator: Joe Tank

Attendees: Joe Tank, Chris Johns, Eric Sharpe, Kathy Forgeron, Dave Hill, Bill Graham
Recorder: Sandy Gronlund

Call to order at 10:31 a.m.

Re: Letter of Motion I-16-30

MOTION I-16-30

M/S that the Board of Education approve the Secretary Treasurer, Rob Norum, to send a letter to the City of Cranbrook requesting a comprehensive review of crosswalk safety at MBSS.

I. New Business:

- Trustee Johns discussed some personal incidents he has witnessed around MBSS regarding drivers' lack of adherence to safety and school zones.

The two main problem areas are:

- 1) Cross walk on 14th Ave S between Safeway and MBSS
- 2) Along 2nd Street and 17th Ave S

Action is required as soon as possible at the crosswalk on 14th Ave S between Safeway and MBSS and then look at the surrounding areas.

Trustee Johns and Joe Tank will look into information he has seen on series of different signs used around schools. **(Trustee Johns)**

(Joe)

Trustee Johns passed a brochure around regarding "pace cars". There is grant money available. Vernon RCMP have been using them.

Kathy Forgeron to check with Vernon RCMP for an update on how it is working. **(Kathy)**

- Mr. Graham (SD 5 Transportation Coordinator) also shared incidents that have occurred around the MBSS area. Bus drivers do not track near misses, as they are only parked for 10 min. His biggest concern is at the cross walk on 14th Ave S and would like some type of warning for before school, lunch, and after school.

There was some discussion in regards to moving the buses from parking on 14th Ave S to another location. This has already been tried with no success as it created other problems. The issue is more the student traffic. The presence of the buses parked on 14th Ave S is believed to be more helpful for making drivers more aware.

It was decided the activated light flashing for the cross walk would not be enough safety. It is more the drivers we need to focus on to be more aware of students/public crossing.

Some suggestions brought forward by the group were:

- Speed Reader Boards (can be programed for on/off times)
- One for MBSS on 14th Ave S and also look at a more permanent board **(Eric)**
- Enhanced police presence (is there a schedule for police)? **(Kathy)**
- Painting the “Chevron” signs on 14th Ave S **(Eric)**
- Ask Dave Dean, local traffic engineer at ICBC, for some more ideas **(Eric)**
- Signage for congested area and post the three congested times with an alternate route
- Lamp type standard with the arm and flashing lights
- Public awareness training **(Eric)**
- Speed Zone Sign required on Baker St by 17th Ave S **(Eric)**

Joe Tank will send attendee’s email addresses to all attendees. **(Joe)**

II. Adjournment – The meeting adjourned at 11:22 a.m.

III. The next meeting will be scheduled in the next couple of weeks.

MONDAY, JUNE 6, 2016 AT 9:17 AM

Trustee Report : Doug McPhee

June 2016

June is always an interesting month. There is a constant reminder that the time to address the few remaining learning objectives, goals or commitments is rapidly drawing to an end. The first principal that I worked for insisted that we prepared the classroom to be moved. It was his way of getting everything in order for the summer cleaning and in some cases, you did arrive back at the end of August to discover that you had been assigned to a new room or subject area. In a K to 12 school, as was my first experience, this meant that you could be teaching physics and math in the morning and reading in the grade 2 room in the afternoon.

Since Last We Met:

School Budget

We have been focussing in on the approval process for the 2016-17 School Budget. There have been some surprise allocations of funding from the Ministry of Finance and with each, there needs to be revisions to the budget allocations. New money, or in this case, delayed allocations of funding, is always welcomed, but a process that respects the time required to adequately address the financial needs of a district would ensure that the funding is allocated early and in its entirety.

Exempt Compensation

It has been the desire of the Ministry of Education and the Ministry of Finance to have districts develop a pay grid for all exempt staff. Exempt staff is a general term for all employees who do not fall under a union contract. SD5 has had a number of grids and understandings over the 24 year period I have worked in the district: some tied to school size and configuration and others tied to scale based on superintendent's salary. The recent model has received guidance from studies done by the BCPSEA. They recommended that salary and benefits packages should be equitable among districts of the same size, among similar or like positions of responsibility within those districts and similar to other positions of responsibility in similar ministries or businesses.

We have had meetings with BCPSEA about the unique nature of SD5 in comparison to some of their models and findings. As there has not been an improvement in exempt staff wages since 2009, even to the extent of addressing inflation, and there has been no clear

commitment of ongoing capital earmarked for these contract improvements, it leaves the board in a very difficult position and with the full awareness that regardless of what is promised or expected, the ability to fund will ultimately rule the day.

On the Horizon

June 6 - City of Cranbrook - Patricia Whalen and I will be working on a committee to provide input into future developments with Idlewild Park

June 7 - School District 5 - Elementary Track Meet - Somehow I was asked to be the official starter for the track events. This should be great fun!

June 9 - School District 5 - Retirement Dinner

June 13, 21 - School District 5 - Work with the Human Resources Department

June 14 - School District 5 - Board Meeting in Cranbrook

June 14 - School District 5 - National Aboriginal Day

June 21 - ʔaᑭam Aboriginal Day Celebration

June 24 - School District 5 - Mount Baker Secondary School Commencement Ceremony

To Staff, Parents and Students

Congratulations on a Successful School Year. Have a safe and Enjoyable Summer Break.

Created in Day One

Communications Committee Report

Sent Media release(s)/Letters:

Media release re: Letter to Minister Bernier re: CBC Early Edition Interview; Not Just Noise

Media release(s)/Letters for distribution:

Media release re: Administrative Savings

Media Releases/Letters in the works:

Media release re: Principal of GTES

Media release re: Vice Principal of TMRES

Published/Media-Related Activities:

“Not Just Noise” interview on The Drive/B104, Summit Radio, E-Know On-line News

Excerpt quote from Frank published on BCTF website (The ‘difficult’ choices Districts currently face are not the fault of poor decision-making [...] They are the product of a consistent policy of underfunding by government ...)

Trustee Report

April

DPAC –April 13

BCSTA AGM –April 14 – 16

MBSS Tour/Meeting w/ Minister – April 18

Board Working Session –April 19

KCTS Board Mtg –April 21

Committee Mtgs –April 25

Humanity Network Subcommittee Mtg –April 26

Welcoming Words, BCDEAC

Conference –April 28

Curriculum Implementation In-Service; MBSS –April 29

May

Board Meeting –May 6

Screening of GTES Applicants –May 9

Regular Board Meeting –May 10

Humanity Network Roundtable –May 11

Board Working Session –May 16

GTES Interviews –May 17

Budget Working Session –May 18

BCPSEA Regional Mtg –May 18

KCTS Board Mtg –May 19

Committee Mtgs –May 30

CDTA PTQ –May 31

June

PIL –June 1

CDTA Exec. Mtg. –June 1

Aboriginal Enhance. Mtg –June 6

Retirement Dinner –June 9



SD 5 Superintendents' News

Dogwood District Authority Scholarships and Community Bursaries

Once again this year, I had the honour to judge the District Dogwood presentations from Elkford and Fernie with Diane Casault. (Diane also judged two students from Sparwood after the original date). Jason Tichauer and Jennifer Roberts met with the students from MBSS and all of these graduates shared their passions and career aspirations in such a powerful way. I think my most memorable was when 3 firemen from the Elkford Fire Department entered the room in full gear to help demonstrate the CPR method used in "fireman down" with the student. They even showed up in the fire truck! Now that's community involvement in our education. In the end forty-six (46)-\$1250 scholarships have been awarded. In addition to these scholarships, I extend my sincere appreciation to all donors who are making a significant impact on post-secondary opportunities for our students. The community support year after year for our graduating students is outstanding! I had the pleasure of attending the Commencement Ceremonies in the beautifully decorated Community Centre in Sparwood where over \$35,000 in bursaries were awarded! It really does take a village to raise a child and this is proof of that.



ESS Grad—June 23
 FSS Grad—June 24
 MBSS Grad—June 24



LIQUOR DISTRIBUTION BRANCH

BC Liquor Stores 2015 Dry Grad Campaign

School District 5 participated in the sixteenth annual fundraising campaign to support alcohol-free graduation celebrations in all of our communities organized by the BC Liquor Distribution Branch (LDB). Elkford Secondary will receive \$35.00, Sparwood Secondary will receive \$752.00, Fernie Secondary will receive \$711.00 and Mt. Baker Secondary will receive \$3,182.00 for a total of \$4,680.00. An Exit Survey will be completed by each school and submitted on behalf of the District which will summarize the allocation of the campaign



MBSS Wild Theatre Presents "Mary Poppins"

Last month I mentioned Music Monday and the work that happens in our elementary schools to promote music and band. Well, I had a chance to see the fruits of the labour of all of our music and drama teachers in Cranbrook with the production of Mount Baker's *Mary Poppins*. And what a production it was under the direction of Drama teacher, Mary Hamilton. From the moment the curtains opened until the final bow on the stage, we were all swept back in time to when Mary Poppins entered our lives. I found myself singing the words (in my head, of course) throughout the evening. I marvelled at not only the amazing actors on the stage, but the complex sets and elaborate costumes and the "spot-on" choreography throughout. Well done!

New Administrative Positions

As you know from a previous Superintendent's report, Michelle Iacobucci was the successful Vice-Principal candidate for TM Roberts Elementary School but Michelle was later the successful Principal candidate for Gordon Terrace Elementary School. Therefore, we will be interviewing again for the VP position at TM Roberts Elementary School. Meanwhile, Karen Giles has postponed her retirement and will support Michelle at Gordon Terrace School next year. Congratulations!

Party Program Conference

For the second time, RCMP Drugs and Organized Crime Officer, Al Nutini launched the PARTY program for Grade 8, 9 and 10 students. Students from all over School District 5 and 6 spent an entire day at the College of the Rockies in a conference-style program that included a keynote speaker and breakout sessions. Officer Nutini's counterparts from all over the province also came and lent a hand during the day again as they have now begun hosting similar events in their parts of the province based on our very own Kootenay model. Congratulations Al Nutini! Special thanks also goes to the College of the Rockies who donated the venue for this worthwhile event.

Mother's Day Tea at Steeples Elementary School!



Southeast Kootenay District Students Win Top Awards At Provincial French Public Speaking Competition

10,000 students from across British Columbia competed, 260 made the provincial finals, and two students from Southeast Kootenay School District took home top awards in this year's pan-provincial French public speaking competition, *Concours d'art oratoire*.



Paul-Alexandre Chong Grade 6 Franco-
phone "Les Commotions
cérébrales"
T.M. Roberts Elementary
3rd Place

Kiera McAnerney
Grade 6 Early Immer-
sion "Les Addictions"
T.M. Roberts Elementary
3rd Place

The MBSS Robotics team placed third in the National Skills Competition. Congratulations Bill and team!

Two of our teachers have been selected to be recognized for their outstanding contributions to environmental education! **Leigh Cormier and Janet Kuijt** have been selected from their peers to receive **CBEEN Awards of Environmental Education Excellence**. These will be presented at CBEEN's Fall Celebration of Environmental Education in Fernie. In addition, **Lee-Anne Walker**, who is a community educator from Fernie (and who will be working with FJMES on the Wild School program) has been awarded CBEEN's top non-profit award for 2016, and is CBEEN's nominee for a national award of EE excellence!

I know you join me in congratulating Leigh and Janet for this very prestigious award!! Congratulations Janet and Leigh!!!

<http://cbeen.ca/2016-awards-of-excellence/>

Grad Requirements and Assessment News from Ministry of Education

At long last, information has been shared about grad requirements and assessment. For many the changes to the exams has been welcome news but there will still need to be a great deal of work done to help everyone understand these changes. Key elements remain the same such as the 80 credits needed to graduate. The Graduation Program, now called *Graduation Years*, includes the new Career Education curriculum. Provincial assessment now focuses on literacy and math skills. It is important to note that these changes are based on extensive research and through extensive consultation with teachers and lead educators. The changes will be implemented 2016 – 2017, with the first changes occurring in the 2016/17 school year.

The key features for the Grad Program (now known as Graduation Years) and Assessment are as follows:

Provincial Assessment

Provincial exams for Science 10, Social Studies 11 and equivalents will no longer be used; classroom assessments will be used instead.

Students will complete two provincial assessments focused on literacy and math skills, instead of five individual provincial exams. More information will follow (offerings begin in 2017/2018).

For 2016/17 only, there are no changes to the Language Arts 12 provincial exam and equivalents. Exams will run as scheduled, aligned with the current curriculum-not the redesigned curriculum.

Graduation Program

As of the 2016/2017 school year, students will write two provincial assessments (literacy and math skills) before they graduate.

Starting in the 2017/18 school year, Career Education courses become required, replacing Planning 10 and Grad Transitions.

These changes will help create an even more "robust learning environment that enables students to pursue their interests and passions and supports every child as they transition towards their chosen life path." (Deputy Minister Dave Byng).

For further information please check out the website <http://www.sd5.bc.ca/Pages/default.aspx#c388eac3-196a-4139-a916-7e522b1c967f45>

NEW CURRICULUM curriculum.gov.bc.ca

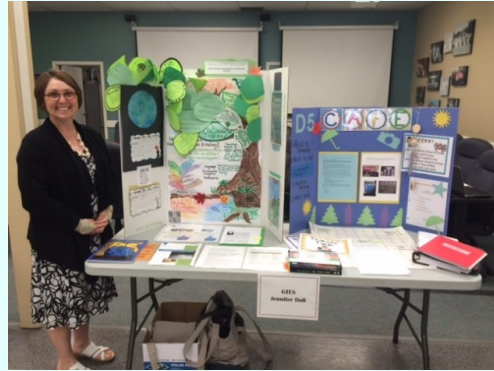
New curriculum	Provincial exams	Classroom assessment
Teaches the basics of reading, writing and arithmetic in a way that connects students to collaboration, communication, and critical thinking skills. All K-9 classes will use the new curriculum this fall and grades 10-12 will have the option to use draft new curriculum.	Students will write two provincial exams in math skills and literacy during their grad years. These are the subjects post-secondary schools and employers said we need to test.	Student progress in subjects like science, social studies, and Grade 10 language arts will be graded by the teacher.

BRITISH COLUMBIA Ministry of Education
Preparing Students to Succeed in the Changing World

Update from the Director of Student Learning and Innovation

Collaborative Inquiry Sharing Fair

We had a fantastic day with ten groups from eight schools sharing their knowledge and experience from their Collaborative Inquiry projects, CR4AR and PQT. Each group did a 15 minute presentation/question period. This proved to be an invaluable sharing session and we are making plans to make it bigger and better for next year. Additional photos will be shared in the portal in the coming week.



Summer Reading Program

We are once again providing books to students to encourage reading during the summer vacation. Students were identified by their school as someone who would greatly benefit from the program and they each had the opportunity to choose which books they will receive. We have approximately 36 students from 6 different elementary schools. Each child will receive a book at the end of June, and then they will receive 3 more books during the summer, approximately two weeks apart.

Ready, Set, Learn

This year Amy Woodland Elementary combined their RSL event with the Party in the Park, which was the ribbon cutting to officially open the Generations Park (beside the Western Financial Place). Great fun was had by toddlers, parents and Early Learning group, which included new playground equipment, storytelling, Ready, Set, Learn goodie bags for future students, and of course cake!



Finance/Operations Updates

- * finalizing the 16/17 budget process with a budget due date of June 30
- * dealing with BCPSEA in preparing our submission for Exempt staff compensation
- * overseeing several capital project start-ups with the plan to finalizing all by September
- * preparing for our annual audit in July and August

Update from the Director of Human Resources

Staffing processes for the coming school year are now under way. The first round of postings for teachers has gone out and will be filled shortly. We hope to complete a 2nd round of postings for teachers before July 8th.

We are currently underway in hiring TTOCs, EAs and clerical for casual employment for the coming school year. A big thank you to the hiring team consisting of principals and vice-principals assisting in this process.

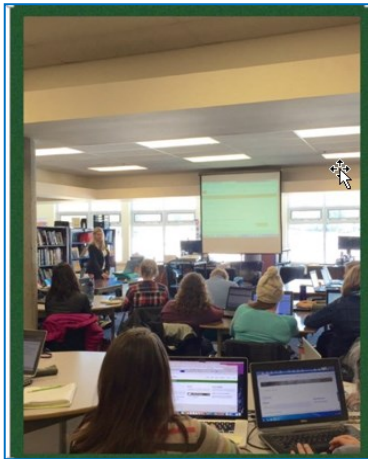
The retirement celebration for employees of School District 5 is taking place on Thursday, June 9th at St. Eugene Mission Resort. There will be 15 retirees attending this evening. We look forward to an enjoyable evening where we can celebrate the accomplishments of employees and their distinguished careers.

The new teacher orientation session will be taking place August 30, 2016 at the Board Office. This is the opportunity for new teachers to our district to have an orientation of the staff and processes within the district. We look forward to a valuable day with our new teachers.

Update from the District Principal of Technology and Transformative Learning



The Environmental Education group that attended the Nipika clinic has continued to share the SD5 draft mission statement and draft action plan with stakeholders including SD5 Board of Trustees, administrators and teachers. On June 6th we will be joining the other Kootenay Boundary Districts on a conference call to continue the collaborative discussion on the next steps. June 9th we will be meeting with the larger SD5 Environmental Education group to continue our district planning.



Professional Development

District Portal training for teachers was provided for Steeples Elementary School and Jaffray Elementary Secondary School on the June 3rd Professional Development Day. Many staff members are excited to see the possibilities the portal offers for personalized learning and assessment.



MyEducationBC

The My Education BC Team continues to support teachers with reporting, transportation department with busing set up and PVP/counsellors with scheduling.

Update from the Director of Student Learning and Aboriginal Education

Aboriginal Education

This past month, our district had the opportunity to participate in the Ktunaxa Nation Cultural Networking Day. We were able to have a few teachers, Aboriginal Education Support Workers and Principals spend the day at aq'am participating in workshops on archaeology, language, food and guided tours of the residential school. This was an incredibly valuable opportunity to have our folks interact with valuable resource people from both the Nation and aq'am.

Our Ab Ed Support Workers were all able to participate in Safetalk training this past week. This valuable training is an important first step in a suicide prevention model.

In addition, our Enhancement Agreement Review Committee will be meeting this week to give stakeholder feedback on the work that our Writing Team has been doing.

DSAC

We had the pleasure of hosting our District Student Advisory Council this past week. Students from all of our Middle and Secondary schools met at the Board Office to give valuable input into District Goals, as well as participating in leadership activities. There was also a presentation from Ktunaxa-Kinbasket Child and Family Services on student wellness and mental health. A fantastic day!



School District 5 Enrolment - June 14, 2016

School	Student Funded FTE Oct. 2.15	Student FTE June 7.16	Difference
Amy Woodland Elementary	265	268	3
Elkford Elem/Secondary	187	184	-3
Fernie Secondary	308.3	314	6
Frank J. Mitchell Elementary	342	340	-2
Gordon Terrace Elementary	264	265	1
Highlands Elementary	267	264	-3
Isabella Dicken Elementary	403	409	6
Jaffray Elem. Junior Secondary	176.6	183	6
Kootenay Discovery School	24.5	116	92
Kootenay Educational Services	98.8	108	9
Kootenay Orchards Elementary	232	236	4
Laurie Middle	346.5	342	-5
Mount Baker Secondary	845.6	796	-50
Parkland Middle	458.6	467	8
Pinewood Elementary	109	109	0
Rocky Mountain Elementary	238	240	2
Sparwood Secondary	255.6	257	1
Steeples Elementary	161	166	5
T.M. Roberts Elementary	367	372	5
Total District	5349.5	5436	87



May 24, 2016

Ref: 186886

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

Re: Ministry Response to Annual Capital Plan Submission

This letter is in response to the Board's Annual 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 the 5-year Capital Plan submissions across the participating 60 school districts to determine priorities for available capital funding in the programs of:

- Seismic Mitigation & Safety,
- Expansion,
- Building Envelope,
- Carbon Neutral Capital,
- School Enhancement, and
- Buses

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

SCHOOL PROJECT(S)		
School Name	Project Type	Next Steps & Timing
Parkland Middle	Carbon Neutral Capital	Proceed to design, tender & construction and complete by March 2017
Mount Baker Secondary	School Enhancement	Proceed to design, tender & construction and complete by March 2017

BUS PROJECT(S)		
Existing Bus - Fleet #	Replacement Bus Type	Next Steps & Timing
4053 4054 7053	D (80+FE)	Proceed to ordering the school buses by June 30, 2016, through the list of approved vendors available at the ASTSBC website http://www.astsbc.org

.../2

Ministry of Education

Capital Delivery Branch
Planning and Major Projects Division

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

Location:
5th Floor, 620 Superior St
Victoria BC V8V 1V2

Rob Norum

From: Ray, Rachele EDUC:EX <Rachele.Ray@gov.bc.ca>
Sent: Thursday, May 26, 2016 12:35 PM
To: Rob Norum
Subject: RE: 186886 Capital Plan | Approval letter (SD5)

Hi Rob

The Parkland Middle CNCP value is \$160,000

The Mt Baker SEP value is \$270,117

The buses are \$157,522 each for a total of \$472,565

We will be sending a project agreement for the funding that will cover off all of the projects including buses.

Also we have changed our bylaw policy so that Boards of Education require an individual capital bylaw for the following:

- Capital plan (including expansion, site acquisitions, replacements/renovations, bus acquisitions, Seismic Mitigation Program, Building Envelope Program, School Enhancement Program, and Carbon Neutral Capital Program). Boards will prepare one bylaw for the annual capital plan. Capital plan bylaws must contain a provision by which the Board authorizes an appropriate official to execute project agreements related to the expenditures contemplated by the underlying capital plan.
- Annual facility grant; Boards will prepare one bylaw for the annual funding
- Special programs (e.g. Full Day Kindergarten); Boards will prepare one bylaw for each special project
- Restricted capital funded projects; Boards will prepare one bylaw for each project

In the instructions that will be coming out soon for the next capital plan intake there will be the expectation that you apply for all programs in one application and provide one bylaw that approves the entire plan thereby eliminating the need for bylaws for individual projects.

Let me know if you have any other questions,

Rachele

From: Rob Norum [mailto:Rob.Norum@sd5.bc.ca]
Sent: Wednesday, May 25, 2016 8:37 AM
To: Ray, Rachele EDUC:EX
Subject: FW: 186886 Capital Plan | Approval letter (SD5)

Hi Rachele, thanks for your support with our annual capital project approvals. Can you tell me the associated amounts with each of our projects as the dollar values are not in the letter? I want to make sure I have the correct dollar total for preparation of our Capital Bylaw. I may be able to get bylaw approval in early June so we can proceed on these projects. Rob

Robert G. Norum

Secretary Treasurer
SD5 Southeast Kootenay
250 417-2054

*Bylaw \$902,687
June Board Mtg
Rob*

**CAPITAL PROJECT BYLAW – PROJECT NO. 186886
CAPITAL PLAN 2015/16**

A BYLAW by the Board of Education of School District No. 5 (Southeast Kootenay) (hereinafter called the "Board") to adopt a Capital Project.

WHEREAS in accordance with provisions of the *School Act*, the Minister of Education (hereinafter called the "Minister") has approved a capital plan of the Board.

NOW THEREFORE the Board agrees to the following:

- a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the project substantially in accordance with the Project Agreement (where required);
- b) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- c) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The capital project of the Board approved by the Minister and specifying a maximum expenditure of \$902,682 for Project No. **186886** is hereby adopted.
- 2. This bylaw may be cited as "School District No. 5 (Southeast Kootenay) Capital Project Bylaw".

READ A FIRST TIME the 14th day of June, 2016.

READ A SECOND TIME the 14th day of June, 2016.

READ A THIRD TIME, PASSED and ADOPTED the 14th day of June, 2016.

Chairperson of the Board

Corporate Seal

Secretary Treasurer

I HEREBY CERTIFY this to be true and original School District No. 5 (Southeast Kootenay) Capital Project Bylaw, adopted by the Board the 14th day of June, 2016.

Secretary Treasurer

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY) (called the "Board") to adopt the annual budget of the Board for the fiscal year 2016/17 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "*Act*").

1. The Board has complied with the provisions of the *Act* respecting the annual budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 5 (SOUTHEAST KOOTENAY) Annual Budget Bylaw for fiscal year 2016/17.
3. The attached "Statement 2" showing the estimated revenue and expense for the 2016/17 fiscal year and the total budget bylaw amount of \$ 62,627,273 for the 2016/17 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, Statement 4 and Schedules 2 to 4 are adopted as the annual budget of the Board for the fiscal year 2016/17.

READ A FIRST TIME THE 10TH DAY OF MAY, 2016.

READ A SECOND TIME THE 14TH DAY OF JUNE, 2016.

READ A THIRD TIME, PASSED AND ADOPTED THE 14th DAY OF JUNE, 2016.

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 5 (Southeast Kootenay) Annual Budget

Bylaw 2016/17, adopted by the Board the 14th day of June, 2016.

Secretary Treasurer

Annual Budget

School District No. 05 (Southeast Kootenay)

June 30, 2017

School District No. 05 (Southeast Kootenay)

June 30, 2017

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*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 05 (SOUTHEAST KOOTENAY) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2016/2017 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 05 (Southeast Kootenay) Annual Budget Bylaw for fiscal year 2016/2017.
3. The attached Statement 2 showing the estimated revenue and expense for the 2016/2017 fiscal year and the total budget bylaw amount of \$62,407,699 for the 2016/2017 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2016/2017.

READ A FIRST TIME THE 10th DAY OF MAY, 2016;

READ A SECOND TIME THE 14th DAY OF JUNE, 2016;

READ A THIRD TIME, PASSED AND ADOPTED THE 14th DAY OF JUNE, 2016;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 05 (Southeast Kootenay) Annual Budget Bylaw 2016/2017, adopted by the Board the 14th DAY OF JUNE, 2016.

Secretary Treasurer

School District No. 05 (Southeast Kootenay)

Annual Budget - Revenue and Expense

Year Ended June 30, 2017

	2017 Annual Budget	2016 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	5,406,000	5,136,000
Total Ministry Operating Grant Funded FTE's	5,406,000	5,136,000
Revenues	\$	\$
Provincial Grants		
Ministry of Education	55,846,863	54,152,935
Other	119,576	163,885
Tuition	357,900	1,126,580
Other Revenue	2,319,143	2,330,488
Rentals and Leases	228,000	178,000
Investment Income	63,000	51,000
Amortization of Deferred Capital Revenue	2,752,526	2,581,733
Total Revenue	61,687,008	60,584,621
Expenses		
Instruction	48,730,373	47,919,138
District Administration	1,968,738	1,941,528
Operations and Maintenance	9,603,779	9,450,920
Transportation and Housing	1,652,082	1,684,252
Scholarships	36,300	38,000
Total Expense	61,991,272	61,033,838
Budgeted Surplus (Deficit), for the year	(304,264)	(449,217)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(304,264)	(449,217)
Budgeted Surplus (Deficit), for the year	(304,264)	(449,217)

School District No. 05 (Southeast Kootenay)

Annual Budget - Revenue and Expense

Year Ended June 30, 2017

	2017 Annual Budget	2016 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	54,468,928	53,649,845
Special Purpose Funds - Total Expense	4,049,127	4,088,067
Special Purpose Funds - Tangible Capital Assets Purchased	311,427	154,976
Capital Fund - Total Expense	3,473,217	3,295,926
Capital Fund - Tangible Capital Assets Purchased from Local Capital	105,000	255,000
Total Budget Bylaw Amount	<u>62,407,699</u>	<u>61,443,814</u>

Approved by the Board

DRAFT

Signature of the Chairperson of the Board of Education _____ Date Signed _____

Signature of the Superintendent _____ Date Signed _____

Signature of the Secretary Treasurer _____ Date Signed _____

School District No. 05 (Southeast Kootenay)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2017

	2017 Annual Budget	2016 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(304,264)	(449,217)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(311,427)	(154,976)
From Local Capital	(105,000)	(255,000)
From Deferred Capital Revenue	(1,989,812)	(1,317,584)
Total Acquisition of Tangible Capital Assets	(2,406,239)	(1,727,560)
Amortization of Tangible Capital Assets	3,473,217	3,295,926
Total Effect of change in Tangible Capital Assets	1,066,978	1,568,366
Acquisitions of Prepaid Expenses	(236,070)	(217,800)
Use of Prepaid Expenses	236,070	217,800
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	762,714	1,119,149

School District No. 05 (Southeast Kootenay)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2017

	2017	2016
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	53,687,416	52,102,277
Tuition	357,900	1,126,580
Other Revenue	245,612	302,988
Rentals and Leases	228,000	178,000
Investment Income	50,000	40,000
Total Revenue	54,568,928	53,749,845
Expenses		
Instruction	44,717,546	43,883,571
District Administration	1,968,738	1,941,528
Operations and Maintenance	6,130,562	6,140,494
Transportation and Housing	1,652,082	1,684,252
Total Expense	54,468,928	53,649,845
Net Revenue (Expense)	100,000	100,000
Net Transfers (to) from other funds		
Local Capital	(100,000)	(100,000)
Total Net Transfers	(100,000)	(100,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 05 (Southeast Kootenay)

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2017

	2017 Annual Budget	2016 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	53,987,339	51,069,091
AANDC/LEA Recovery	(235,612)	(261,218)
Other Ministry of Education Grants		
Pay Equity	457,171	457,171
Carbon Tax Rebate	85,000	85,000
Enrollment /Other adjustments to MOE Operating Grants	(606,482)	752,233
Total Provincial Grants - Ministry of Education	<u>53,687,416</u>	<u>52,102,277</u>
Tuition		
Offshore Tuition Fees	357,900	1,126,580
Total Tuition	<u>357,900</u>	<u>1,126,580</u>
Other Revenues		
LEA/Direct Funding from First Nations	235,612	261,218
Miscellaneous		
Hockey School		22,770
Miscellaneous	10,000	19,000
Total Other Revenue	<u>245,612</u>	<u>302,988</u>
Rentals and Leases	<u>228,000</u>	<u>178,000</u>
Investment Income	<u>50,000</u>	<u>40,000</u>
Total Operating Revenue	<u>54,568,928</u>	<u>53,749,845</u>

School District No. 05 (Southeast Kootenay)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Source

Year Ended June 30, 2017

	2017 Annual Budget	2016 Annual Budget
	\$	\$
Salaries		
Teachers	22,599,767	21,815,184
Principals and Vice Principals	3,512,867	3,336,608
Educational Assistants	3,697,087	3,512,326
Support Staff	5,068,665	5,034,891
Other Professionals	1,615,563	1,855,543
Substitutes	1,656,239	1,607,010
Total Salaries	38,150,188	37,161,562
Employee Benefits	10,076,052	10,148,597
Total Salaries and Benefits	48,226,240	47,310,159
Services and Supplies		
Services	1,254,329	1,630,886
Student Transportation	29,500	29,500
Professional Development and Travel	539,808	546,740
Rentals and Leases	70,000	59,000
Dues and Fees	71,700	73,450
Insurance	137,319	209,300
Supplies	3,007,032	2,618,810
Utilities	1,133,000	1,172,000
Total Services and Supplies	6,242,688	6,339,686
Total Operating Expense	54,468,928	53,649,845

School District No. 05 (Southeast Kootenay)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2017

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	19,090,833	1,288,089		300,967	29,021	1,080,690	21,789,600
1.03 Career Programs	77,876					3,811	81,687
1.07 Library Services	519,743			102,184		28,112	650,039
1.08 Counselling	710,773					34,783	745,556
1.10 Special Education	2,153,817	106,197	3,143,603	17,866	417,181	277,651	6,116,315
1.30 English Language Learning	46,725					2,287	49,012
1.31 Aboriginal Education		66,398	553,484		71,567		691,449
1.41 School Administration		1,939,307		888,799		133,951	2,962,057
1.60 Summer School							-
1.62 Off Shore Students							-
Total Function 1	22,599,767	3,399,991	3,697,087	1,309,816	517,769	1,561,285	33,085,715
4 District Administration							
4.11 Educational Administration		112,876			188,072		300,948
4.40 School District Governance					121,500		121,500
4.41 Business Administration				198,529	606,968	6,407	811,904
Total Function 4	-	112,876	-	198,529	916,540	6,407	1,234,352
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				59,697	133,411	67,761	193,108
5.50 Maintenance Operations				2,492,344			2,560,105
5.52 Maintenance of Grounds				128,901			128,901
5.56 Utilities							
Total Function 5	-	-	-	2,680,942	133,411	67,761	2,882,114
7 Transportation and Housing							
7.41 Transportation and Housing Administration					47,843		47,843
7.70 Student Transportation				879,378		20,786	900,164
Total Function 7	-	-	-	879,378	47,843	20,786	948,007
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	22,599,767	3,512,867	3,697,087	5,068,665	1,615,563	1,656,239	38,150,188

School District No. 05 (Southeast Kootenay)
 Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2017

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2017 Annual Budget	2016 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	21,789,600	5,380,482	27,170,082	2,127,434	29,297,516	28,327,477
1.03 Career Programs	81,687	20,313	102,000	77,684	179,684	177,128
1.07 Library Services	650,039	171,616	821,655	77,537	899,192	887,160
1.08 Counselling	745,556	185,398	930,954	3,000	933,954	863,419
1.10 Special Education	6,116,315	1,883,596	7,999,911	550,945	8,550,856	8,228,148
1.30 English Language Learning	49,012	12,188	61,200	2,800	64,000	53,300
1.31 Aboriginal Education	691,449	222,484	913,933	101,817	1,015,750	921,345
1.41 School Administration	2,962,057	769,057	3,731,114	45,480	3,776,594	3,692,414
1.60 Summer School	-	-	-	-	-	20,600
1.62 Off Shore Students	-	-	-	-	-	712,580
Total Function 1	33,085,715	8,645,134	41,730,849	2,986,697	44,717,546	43,883,571
4 District Administration						
4.11 Educational Administration	300,948	66,698	367,646	107,000	474,646	463,870
4.40 School District Governance	121,500	2,430	123,930	98,700	222,630	222,877
4.41 Business Administration	811,904	202,358	1,014,262	257,200	1,271,462	1,254,781
Total Function 4	1,234,352	271,486	1,505,838	462,900	1,968,738	1,941,528
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	193,108	48,612	241,720	110,419	352,139	380,199
5.50 Maintenance Operations	2,560,105	747,131	3,307,236	1,008,672	4,315,908	4,253,687
5.52 Maintenance of Grounds	128,901	38,214	167,115	162,400	329,515	334,608
5.56 Utilities	-	-	-	1,133,000	1,133,000	1,172,000
Total Function 5	2,882,114	833,957	3,716,071	2,414,491	6,130,562	6,140,494
7 Transportation and Housing						
7.41 Transportation and Housing Administration	47,843	10,576	58,419	4,500	62,919	127,521
7.70 Student Transportation	900,164	314,899	1,215,063	374,100	1,589,163	1,556,731
Total Function 7	948,007	325,475	1,273,482	378,600	1,652,082	1,684,252
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	38,150,188	10,076,052	48,226,240	6,242,688	54,468,928	53,649,845

School District No. 05 (Southeast Kootenay)

Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2017

	2017 Annual Budget \$	2016 Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education	2,159,447	2,050,658
Other	119,576	163,885
Other Revenue	2,073,531	2,027,500
Investment Income	8,000	1,000
Total Revenue	4,360,554	4,243,043
Expenses		
Instruction	4,012,827	4,035,567
Operations and Maintenance		14,500
Scholarships	36,300	38,000
Total Expense	4,049,127	4,088,067
Net Revenue (Expense)	311,427	154,976
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(311,427)	(154,976)
Total Net Transfers	(311,427)	(154,976)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 05 (Southeast Kootenay)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2017

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year			15,875	522,907	1,018,728	-	9,750	29,177	-
Add: Restricted Grants	311,427	1,109,209	2,528			128,000	26,950	140,602	352,597
Provincial Grants - Ministry of Education				9,800	2,103,107				
Provincial Grants - Other				8,000					
Other				17,800					
Investment Income				36,300	2,045,231				
Less: Allocated to Revenue	311,427	1,109,209	18,403	504,407	1,076,604	128,000	36,700	169,779	352,597
Deferred Revenue, end of year									
Revenues	311,427	1,109,209	18,403			128,000	36,700	169,779	352,597
Provincial Grants - Ministry of Education				28,300	2,045,231				
Provincial Grants - Other				8,000					
Other Revenue				36,300	2,045,231				
Investment Income									
Expenses	311,427	1,109,209	18,403			128,000	36,700	169,779	352,597
Salaries									
Teachers		677,488							31,151
Principals and Vice Principals		160,372							39,054
Educational Assistants		38,754							1,524
Substitutes		876,614							71,729
Employee Benefits		232,595	18,403	36,300	2,045,231	128,000	36,700	24,248	83,043
Services and Supplies			18,403	36,300	2,045,231	128,000	36,700	73,802	7,341
Net Revenue (Expense) before Interfund Transfers	311,427								
Interfund Transfers	(311,427)								
Tangible Capital Assets Purchased	(311,427)								
Net Revenue (Expense)									

School District No. 05 (Southeast Kootenay)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2017

	MCF Programs	Attendance Support	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year	19,412	33,332	1,649,181
Add: Restricted Grants			
Provincial Grants - Ministry of Education	100,164		2,071,313
Provincial Grants - Other			100,164
Other			2,112,907
Investment Income	100,164	-	8,000
			4,292,384
Less: Allocated to Revenue	119,576	33,332	4,360,554
Deferred Revenue, end of year	-	-	1,581,011
Revenues			
Provincial Grants - Ministry of Education		33,332	2,159,447
Provincial Grants - Other	119,576		119,576
Other Revenue			2,073,531
Investment Income	119,576	33,332	8,000
			4,360,554
Expenses			
Salaries	78,279		786,918
Teachers			160,372
Principals and Vice Principals			292,406
Educational Assistants			49,139
Substitutes	78,279	-	1,288,835
Employee Benefits	19,505		377,794
Services and Supplies	21,792	33,332	2,382,498
	119,576	33,332	4,049,127
Net Revenue (Expense) before Interfund Transfers	-	-	311,427
Interfund Transfers			
Tangible Capital Assets Purchased	-	-	(311,427)
	-	-	(311,427)
Net Revenue (Expense)	-	-	-

School District No. 05 (Southeast Kootenay)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2017

	2017 Annual Budget			2016 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Investment Income		5,000	5,000	10,000
Amortization of Deferred Capital Revenue	2,752,526		2,752,526	2,581,733
Total Revenue	2,752,526	5,000	2,757,526	2,591,733
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	3,473,217		3,473,217	3,295,926
Total Expense	3,473,217	-	3,473,217	3,295,926
Net Revenue (Expense)	(720,691)	5,000	(715,691)	(704,193)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	311,427		311,427	
Tangible Capital Assets - Work in Progress			-	154,976
Local Capital		100,000	100,000	100,000
Total Net Transfers	311,427	100,000	411,427	254,976
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	105,000	(105,000)	-	
Total Other Adjustments to Fund Balances	105,000	(105,000)	-	
Budgeted Surplus (Deficit), for the year	(304,264)	-	(304,264)	(449,217)

Email regarding City of Cranbrook Grant Application – Curling Rink

On Jun 3, 2016, at 9:23 AM, Chris New <Chris.New@cranbrook.ca> wrote:

Rob

Would the district consider a letter of support for the City's grant application to the Canada 150 Community Infrastructure program – to support our application for repairs and upgrades to the curling rink. I know the some of the school use it as part of the phy.ed. curriculum, so thought it would be a good fit. We have about \$600K in repairs needed over next few years, including some major plant upgrades. We have had a few failures that have resulted in lost ice.

I have attached a copy of a sample letter the curling club provided in the past, for a reference.

CN

Chris New

Director of Leisure Services
City of Cranbrook

Phone: (250)489-0251

Fax: (250)489-0662

E-mail: chris.new@cranbrook.ca

Address: 40 - 10th Avenue South
Cranbrook, BC V1C 2M8



June 2, 2016

Ref: 188043

To: All Superintendents
All Secretary Treasures

Re: May 31, 2016 \$25 million in redirected administrative savings for school districts

This letter is a follow-up to the Minister of Education's May 31 [announcement](#) of \$25 million redirected from Administrative Savings to frontline education services.

Minister Mike Bernier has been in active discussions with the Minister of Finance and his colleagues regarding the hard work done by districts to implement administrative savings. The result is that government has been receptive to our advocacy work on behalf of boards of education, enabling Minister Bernier to make this important announcement to redirect funding back into student services. **I can now advise that government has confirmed this level of funding as a permanent commitment for K-12 education; it is not only for the 2016/17 school year.**

In 2016/17, the \$25 million will be provided as reduced charges to districts for various cost items, such as the Next Generation Network, the School Protection Program, and potentially others. Each district will have reduced charges equal to a specific allocation, which is the same as their incremental administrative savings target for 2016/17 (see attachment for district allocations). This will free up funds in district budgets that can be used on any area a district chooses, without limitations.

District operating grants are not increasing with this announcement. Nor is the operating block increasing for 2016/17. The Ministry will be paying these charges (or partial charges) on behalf of districts. We will also track these amounts during the year so that we can demonstrate that districts have fully received their benefit. Most of these charges will not be confirmed until later in the fall 2016, which is when they are normally calculated. See the Q/A attachment for more details on the process.

In addition, administrative savings plans are not required for the incremental \$25 million in 2016/17. However, districts are still required to report on the ongoing \$29 million savings set in 2015/16.

.../2

I trust that our education partners will see this as a further positive step in our joint efforts to ensure BC students have the best learning opportunities in our education system.

Sincerely,



Dave Byng
Deputy Minister

Attachments

cc: School Board Chairs

School District Allocations for \$25M Redirected Administrative Savings

School District	School District Allocations 2016/17
5 Southeast Kootenay	277,377
6 Rocky Mountain	168,700
8 Kootenay Lake	252,383
10 Arrow Lakes	36,091
19 Revelstoke	51,315
20 Kootenay-Columbia	178,204
22 Vernon	382,586
23 Central Okanagan	967,983
27 Cariboo-Chilcotin	259,687
28 Quesnel	168,780
33 Chilliwack	603,535
34 Abbotsford	846,484
35 Langley	851,770
36 Surrey	3,128,483
37 Delta	690,188
38 Richmond	871,987
39 Vancouver	2,251,318
40 New Westminster	295,560
41 Burnaby	1,027,783
42 Maple Ridge-Pitt Meadows	631,773
43 Coquitlam	1,338,556
44 North Vancouver	665,252
45 West Vancouver	284,472
46 Sunshine Coast	182,072
47 Powell River	105,664
48 Sea to Sky	224,674
49 Central Coast	28,001
50 Haida Gwaii	50,678
51 Boundary	77,888
52 Prince Rupert	123,861
53 Okanagan Similkameen	118,102
54 Bulkley Valley	110,533
57 Prince George	622,655
58 Nicola-Similkameen	122,301
59 Peace River South	205,328
60 Peace River North	307,317
61 Greater Victoria	827,353
62 Sooke	450,041
63 Saanich	329,692
64 Gulf Islands	99,976
67 Okanagan Skaha	266,527
68 Nanaimo-Ladysmith	593,079
69 Qualicum	197,263
70 Alberni	184,456
71 Comox Valley	354,941
72 Campbell River	255,596
73 Kamloops/Thompson	673,698
74 Gold Trail	97,792
75 Mission	280,146
78 Fraser-Cascade	96,520
79 Cowichan Valley	348,411
81 Fort Nelson	48,645
82 Coast Mountains	248,728
83 North Okanagan-Shuswap	302,206
84 Vancouver Island West	40,077
85 Vancouver Island North	89,257
87 Stikine	27,319
91 Nechako Lakes	253,903
92 Nisga'a	38,961
93 CSF	386,075
Provincial Total	25,000,000

Questions and Answers

May 31, 2016 announcement of \$25 million redirected to front-line education

Q.) What exactly is government doing?

Government is redirecting \$25 million in administrative savings into frontline services for students, by reducing certain charges to districts and therefore, freeing up funds in district budgets. **This level of funding will be provided moving forward – not just this year.**

Q.) How much money will each district be able to keep?

That is directly based on a district's incremental administrative savings target for 2016/17 – that is, their portion of the \$25 million in savings. Each district's benefit is equal to that savings allocation.

For example, Surrey with many schools and many students –and with a big operating budget -- will have \$3.1 million of room in its budget. A district like Qualicum will have \$197,263 of room in its budget.

Q.) Will funding flow as a grant to districts?

No. The \$25 million will be made available through reduced district charges for certain costs to the Ministry. To use the previous example, this year, Surrey will not have to pay \$3.1 million worth of charges to the province and instead, will be able to use that money to invest in their priorities. The Qualicum school district will be able to invest \$197,263 of its money in key priorities.

How it will work in practice, within the Ministry of Education:

- As charges are put through the funding payment system, such as for the Next Generation Network, we will reduce a district's charge by as much as possible, to achieve their allocation.
- If NGN isn't enough, then we'll go to the next largest charge-back which is likely the School Protection Program. We will reduce that charge by as much as possible to achieve a district's allocation.
- Most districts will only need 1 or 2 charges to make up their amounts, but others may need more. It will depend on their total allocation and their various charges. Other candidates for reducing charges are MyEd BC and the new Employment Practices Liability Program.

- It is likely the majority of a district's NGN charge will provide their funding room. But some districts may still have residual charges. Districts may wish to estimate what they will still need to pay for their charges.

Q.) So you're not telling districts what to use the money for?

That's correct. Districts can use their funds for whatever purpose they choose. Some might use it for busing, others to bring on extra classroom supports or to directly support students. But we expect most of it to flow into classrooms and services for kids.

Q.) Does this mean we don't have to demonstrate savings of \$25M and report to the ministry?

Districts will be required to provide reports for their ongoing \$29 million savings targets established in 2015/16, but will not have to submit savings reports related to the incremental \$25 million in 2016/17.

Q.) Will districts have to revise and re-submit their 2016/17 budget by June 30, 2016.

Districts may wish to do this but it is not a requirement. Districts are free to manage this change in funding information through internal working budgets, and capture any changes in their amended budget submission in February 2017.

Q.) If districts won't have to pay certain charges, who is paying those bills? Where's the money coming from?

The Ministry of Finance is supporting the Ministry of Education to cover the amounts districts owe for services.

Q) Why didn't you just give the money to the districts?

This achieves the same end result— districts have more resources to invest in priorities.

Q) Will districts in Funding Protection get this financial benefit?

Yes, all districts will benefit. A district's 2016/17 operating grant will remain unchanged, they'll just have lower bills to pay.

Q) What bills will the ministry be paying?

The ministry will review the various charges districts receive throughout the year and will reduce the charges to equal each district's amount. The types of charges would be:

Information Technology charges like Next Generation Network and MyEd BC, and insurance programs like the School Protection Program. The ministry will track these savings in order to demonstrate to districts the savings they have received during the school year. Most of the charges will occur in late fall/early winter after the fall enrolment count.

Q.) Will districts be able to expect similar funding room next year?

While budgets for future years will be confirmed next February, we recognize the pressures faced by school districts and we certainly have no intention of reducing funding going forward.



Meetings of the Board of Education of School District 5 Southeast Kootenay

REGULAR PUBLIC, REGULAR IN-CAMERA AND STANDING COMMITTEES

2016-2017

<u>2016</u>	September 13 September 26	1:00 & 3:00 p.m.	Board Meetings* Committee Meetings	Cranbrook Cranbrook
	October 11 October 24	1:00 & 3:00 p.m.	Board Meetings* Committee Meetings	Elkford Cranbrook
	November 8 November 28	1:00 & 3:00 p.m.	Board Meetings* Committee Meetings	Cranbrook Cranbrook
	December 13	1:00 & 3:00 p.m.	Board Meetings*	Cranbrook
<u>2017</u>	January 17 January 30	1:00 & 3:00 p.m.	Board Meetings* Committee Meetings	Jaffray Cranbrook
	February 14 February 27	1:00 & 3:00 p.m.	Board Meetings* Committee Meetings	Cranbrook Cranbrook
	March 14	1:00 & 3:00 p.m.	Board Meetings*	Fernie
	April 11 April 24	1:00 & 3:00 p.m.	Board Meetings* Committee Meetings	Cranbrook Cranbrook
	May 9 May 29	1:00 & 3:00 p.m.	Board Meetings* Committee Meetings	Sparwood Cranbrook
	June 13	1:00 & 3:00 p.m.	Board Meetings*	Cranbrook

***In-camera Board meetings will begin at 1:00 p.m.**

***Public Board meetings will begin at 3:00 p.m.**

**Other special public or in-camera meetings will be at the call of the Chair as per the Procedural Bylaws.
The location of each meeting is to be determined by the Chairperson.**