



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

March 13, 2018, 3:00 p.m.
Fernie Learning Center

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 March 13, 2018 be approved as [circulated / amended].

1.3 Approval of the Minutes

4

M/S that the minutes of the regular public meeting of the Board of Education of February 13, 2018 be approved as [circulated/amended].

1.4 Receipt of Records of Closed Meetings

11

M/S to accept the closed records of the in-camera meeting of the Board of Education of February 13, 2018.

1.5 Business Arising from Previous Minutes

1.5.1 Financial Health Tool Kit

1.5.2 Dawson's Path

12

1.5.3 Crosswalk Request on Hwy 3 by Tie Lake Road

1.6 Receiving of Delegations/Presentations

1.6.1 Isabella Dicken School PAC - Input for 2018/19 Budget

13

Tanya Malcolm (District PAC Rep for IDES) Presenting

1.6.2	Jaffray School PAC - Input for 2018/19 Budget	14
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Jacqueline Olson - Presenting

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1	Advocacy/Education Committee	15
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M/S that the Board accept the report of the Advocacy/Education Committee.

2.2	Policy Committee	18
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Recommendation A

M/S that Mr. Norum contacts the Ministry of Education to gather bussing information and comes back with a strategy for the Board at the Board meeting in March.

Recommendation B

M/S that the Board approve revised Policy 5.4 Student Eligibility for Bus Service.

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

2.3	Student Service Committee	22
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M/S that the Board accept the report of the Student Service Committee.

2.4	Finance/Operations/Personnel Committee	25
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M/S that the Board accept the report of the Finance/Operations/Personnel Committee.

2.5	BCSTA /Provincial Council	
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BCSTA AGM April 26-29, 2018 in Richmond, BC

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

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

2.8	Legacy of Learning	
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M/S to accept the Legacy of Learning report.

2.9 Trustee Reports

3. SUPERINTENDENT'S REPORT TO THE BOARD 30

M/S that the [date] Superintendent's Report to the Board of Education be accepted as presented.

4. CHAIRPERSON'S REPORT

5. NEW BUSINESS

5.1 2018 Elections Bylaw 40

M/S to allow three readings of the Election Bylaw.
M/S read a first time the 13th day of March, 2018.
M/S read a second time the 13th day of March, 2018.
M/S read a third time the 13th day of March, 2018.

6. TRUSTEE BOUQUETS

7. ITEMS FOR INFORMATION/CORRESPONDENCE

7.1 Key City Theatre Capital Grant (CBT) 43

8. QUESTION PERIOD

9. LATE ITEMS

10. ADJOURNMENT

M/S that the March 13, 2018 regular public meeting of the Board of Education adjourn at [time].



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

**February 13, 2018, 3:00 p.m.
Board Office**

Present: Chairperson Lento
Trustee Ayling – arrived at 3:10 p.m.
Trustee Bellina – by phone
Trustee Blumhagen
Trustee Johns
Trustee McPhee
Trustee Whalen

Regrets: Trustee Brown
Trustee Helgesen

Staff Present Superintendent of Schools, L. Hauptman
Director of Instruction/Student Learning, D. Casault
Director of Instruction/Human Resources, B. Reimer
District Principal/Transformative Learning and Technology, J. Roberts
Director of Student Learning/Aboriginal Education, J. Tichauer
District Principal/Student Services, D. Verbeurgt
Recorder, Sandy Gronlund

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chairperson Lento called the February 13, 2018 regular public meeting of the Board of Education to order at 2:32 p.m.

Chairperson Lento asked for a moment of silence to give respect to Clayton Murrell, Captain at the Cranbrook Fire department and his wife Joan MacKinnon, the Coordinator at the Cranbrook Aquatic center who lost their lives recently.

1.2 Consideration and Approval of Agenda

MOTION-R-18-14

M/S that the agenda for the regular public meeting of the Board of Education of February 13, 2018 be approved as amended.

CARRIED

1.3 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of January 16, 2018.

MOTION-R-18-15

M/S that the minutes of the regular public meeting of the Board of Education of January 16, 2018 be approved as circulated.

CARRIED

1.4 Receipt of Records of Closed Meetings

MOTION-R-18-16

M/S to accept the closed records of the in-camera meeting of the Board of Education of January 16, 2018.

CARRIED

1.5 Business Arising from Previous Minutes

Nil

1.6 Receiving of Delegations/Presentations

1.6.1 Galen Olstead - Key City Theatre

Chairperson Lento introduced Galen Olstead, managing director at the Key City Theatre.

Galen shared a presentation showing an overview of last 18 months of operations at the Key City Theatre.

Some highlights were:

- July 2016 stage truss repairs to the roof, which took 6 weeks to complete.
- Over the past year, the Key City Theatre has run over 200 rental events, 50 of them being SD5 schools.
- The presentation highlighted some of the events.
- Working on having the acts engage more with the audience.
- In late 2015, the Key City created an 80 seat licensed area where smaller acts can entertain.
- Celebration of 25 years with the Key City Theatre was held on April 22, 2017 with the "Spectacular Spectacular".
- Look forward to holding more student-based events.
- Showed the different programs that use the Key City Theatre.
- Partner with BC Early Years at the Kootenay Children's Festival
- This past summer the Key City Theatre received a grant from the City of Cranbrook and the Regional District of East Kootenay and were able to replace some carpeting at the Theatre.
- The Key City has exceptional partners.
- A chart showing growth in attendance over past 3 years was shared.

Challenges coming up:

- Staffing levels and Satisfaction
- Burnout of staff
- Increase in Operating costs
- Always looking for volunteers
- Means a lot to have the support of the School District. Especially, Rob Norum, Lynn Hauptman, Joe Tank, Chris Johns, Trina Ayling and the Board.

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

Co-chair Trustee Blumhagen reviewed the minutes of the January 29, 2018 meeting of the Advocacy/Education Committee.

MOTION-R-18-17

M/S that the Board approve the field trip for JEJSS to China in April 2018. A presentation to be given at a future Advocacy/Education Committee Meeting.

CARRIED

MOTION-R-18-18

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

CARRIED

2.2 Policy Committee

Co-chair Trustee McPhee reviewed the minutes of the January 29, 2018 meeting of the Policy Committee.

MOTION-R-18-19

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

CARRIED

2.3 Student Service Committee

Co-chair Trustee McPhee reviewed the minutes of the January 29, 2018 meeting of the Policy Committee.

MOTION-R-18-20

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

CARRIED

2.4 Finance/Operations/Personnel Committee

Co-chair Trustee Helgesen reviewed the minutes of the January 29, 2018 meeting of the Finance/Operations/Personnel Committee.

MOTION-R-18-21

M/S that the Board research those responsible for the upkeep and ownership of the 4 km Dawson's Path along the Jaffray-Baynes Lake Road.

CARRIED

MOTION-R-18-22

M/S that the Board approve the District submitting an application to the City of Cranbrook for approval to install crosswalk flashing lights at Steeples Elementary School.

CARRIED

MOTION-R-18-23

M/S that the Board write a letter to the Ministry of Transportation and Highways and the Regional District requesting a crosswalk on Hwy 3 by Tie Lake Road.

CARRIED

MOTION-R-18-24

M/S that the Board write a letter to the Ministry of Transportation and Highways and the Regional District requesting three sets of flashing lights; two coming off Hwy 3 onto Jaffray Baynes-Lake Road and the Jaffray Village Loop Road, and the third either side of the railway track to bring awareness to drivers of the Jaffray School following the completion of the Steeples crosswalk flashing lights.

CARRIED

MOTION-R-18-25

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

CARRIED

2.5 BCSTA /Provincial Council

Trustee Bellina will be attending the BCSTA Provincial Council in Vancouver February 16-17, 2018 and will share her report.

2.6 Communications/Media Committee

MOTION-R-18-26

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

CARRIED

2.7 Mt. Baker / Key City Theatre Replacement Committee

Trustee Johns and Trina Ayling have been working very hard to secure funding from our partners to fund the roof replacement (phase 1) of the repairs at the Key City Theatre.

The following support is secured:

- School District 5 - \$150,000 and in kind support.
- The City of Cranbrook - \$115,000 and another \$30,000 is going to council for approval.
- The Regional District of East Kootenay - \$10,000 for on repairs.
- A Grant application has been submitted to Columbia Basin Trust for \$500,000.

Galen Olstead, Director at the Key City Theatre, will look at doing a presentation for the Regional District of East Kootenay (RDEK) Board before the end of the school year. Would like to see the RDEK Board revise the memorandum and bring the RDEK on board as a partner with Key City Theatre.

No corporate fundraising has been done at this time.

MOTION-R-18-27

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

CARRIED

2.8 Legacy of Learning

Trustee Johns distributed an article on the Regional History of the Columbia Basin Trust and "A Legacy of Learning".

Trustee Johns unveiled the Muriel Baxter wall in Board Room 1 at the Board Office. The original "Muriel Baxter" sign is displayed on the wall with a few pictures below of students and teachers at Muriel Baxter Elementary School.

Trustee Johns would like to see more items come to us from the Elk Valley that we can share on our walls in the Board Rooms.

MOTION-R-18-28

M/S to accept the Legacy of Learning report.

CARRIED

2.9 Trustee Reports

Trustees reported on their activities for the month.

3. SUPERINTENDENT'S REPORT TO THE BOARD

Superintendent Hauptman's report of February 13, 2018.

The District Management team gave verbal updates for their departments, which can be viewed in the "Superintendents report" posted on the SD5 Website.

Discussion:

- Jennifer Roberts will give an on the Elizabeth Lake project.
- Science Fair is March 9 & 10, 2018.

MOTION-R-18-29

M/S that the February 2018 Superintendent's Report to the Board of Education be accepted as presented.

CARRIED

4. CHAIRPERSON'S REPORT

Chairperson Lento hopes the Minister of Education will book some time to visit our District soon.

5. NEW BUSINESS

5.1 2017-18 Amended Annual Budget Final Reading

MOTION-R-18-30

M/S read a third and final time the 2017/18 Amended Annual Budget on the 13th of February 2018 in the amount of \$71,891,932.

CARRIED

5.2 Amendment to 2018-19 School Calendar

There has been a second amendment from the Ministry of Education. The first was a non-instructional day added to the 2018-19 calendar and the second is the change of date to the Family Day.

MOTION-R-18-31

M/S that the Board approve the amended school calendars for 2018-19 and 2019-20 to accommodate the addition of a non-instructional day and the change of date to Family Day.

CARRIED

5.3 Tire Stewardship Grant Application - Playground Re Surfacing

Chairperson Lento shared the background information of the grant application submitted for the re surfacing of the playgrounds with Poured in Place recycled rubber at Rocky Mountain Elementary, Isabella Dicken Elementary and Frank J. Mitchell Elementary.

6. TRUSTEE BOUQUETS

Trustee Bellina - Thanked Diane Casault and Jennifer Roberts for creating the outdoor videos of teaching our students to care of the land etc.

Trustee McPhee – Thanked Carol Potter at Kootenay Orchards and Karen Deibert at Parkland for inviting him to their sushi luncheon served on the lovely dishes their students made in pottery class.

7. ITEMS FOR INFORMATION/CORRESPONDENCE

7.1 BCSTA AGM April 26-29, 2018 - is the deadline for Submitting Motions

7.2 Response Letter from Hon. Fleming re: IDES

MOTION-R-18-32

M/S that the Board write a response to the January 30, 2018 letter received by Minister Fleming with regard to Isabella Dicken Elementary School in Fernie.

CARRIED

7.3 February 13, 2018 MOE Conference Call re: Funding

8. QUESTION PERIOD

9. **LATE ITEMS**

10. **ADJOURNMENT**

MOTION-R-18-33

M/S that the February 13, 2018 regular public meeting of the Board of Education adjourn at 4:00 p.m.

CARRIED

Frank Lento, Chairperson

Rob Norum, Secretary Treasurer

DRAFT



1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meeting February 13, 2018

- Finance/Operations/Personnel Committee report
 - Exempt Compensation
 - Provincial Council Questions (Funding Formula)
 - Fernie Board Office Information Request
 - Ministry of Education Budget 2018 Overview
 - Personnel

- BCPSEA Representative Report

- Superintendent's Report
 - Staffing Update



Robert G. Norum
Secretary Treasurer



SCHOOL DISTRICT 5

S O U T H E A S T K O O T E N A Y

February 26, 2018

Re: Motion-R-18-21

The Board of Education of School District No. 5 (Southeast Kootenay) at the Public Board meeting on February 13, 2018 passed the following motion:

M/S that the Board research those responsible for the upkeep and ownership of the 4 km Dawson's Path along the Jaffray-Baynes Lake Road.

Action Items

- Contacted Brenda Reay to request this information.
- Brenda advised that RDEK does the upkeep.
- RDEK has advised the following:
 - They walk and check on this path twice yearly.
 - Weed spraying is done as required.
 - They will not be paving this path.
 - They do not clear the snow off the path.

Robert G. Norum
Secretary Treasurer

Sandy Gronlund

From: Tanya Malcolm <malcolm.tanya@gmail.com>
Sent: Tuesday, March 06, 2018 11:42 PM
To: Sandy Gronlund
Subject: Fernie Budget Presentation

Hello Sandy,

How are you? I would like to present three suggestions I wish to see represented in the 2018/19 budget.

- Waste Managment
- Student Athletics
- Technology & Innovation

I will need 10 minutes to make my presentation at the Fernie Public Input session on Tuesday March 13th.

Thank you very much for your time and consideration.

With respect,

--

Tanya Malcolm
250.278.0667

Radical simply means 'grasping things at the root.'
- Angela Davis

Sandy Gronlund

From: linnaea bolen <linnaea_bolen1@hotmail.com>
Sent: Tuesday, March 06, 2018 11:29 AM
To: Sandy Gronlund
Subject: Input for 2018/2019 Budget

To whom it may concern,

As the School District prepares the 2018/2019 budget, on behalf of the parents of Jaffray School, based on overwhelming input from parents, the Jaffray PAC would like to express the wish for more Arts and Music programs. We feel that these arts programs would round out our school curriculum, promoting a school where students with different skills and gifts can thrive, creating an inclusive neighbourhood school. Our goal is to create a school where every child belongs and has the opportunity to cultivate lifelong confidence.

Thank-you for your consideration,
Jaffray School PAC



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

February 26, 2018 9:30 a.m.

Board Office

Committee Members
In Attendance:

Trustee Whalen (chair)
Trustee Ayling
Trustee Bellina (by phone)

Regrets:

Trustee Blumhagen

Board/District Staff in
Attendance:

Trustee McPhee
Trustee Johns
Trustee Brown
Chairperson Lento
Lynn Hauptman, Superintendent
Jason Tichauer, Director, Student Learning
Diane Casault, Director, Student Learning
Darcy Verbeurgt, District Principal
Jennifer Roberts, District Principal
Brent Reimer, Director of Human Resources
Gail Rousseau, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

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

1.1 Call to Order

The Advocacy/Education Committee Meeting of February 26, 2018 was called to order at 9:34 a.m. by Co-Chair Whalen.

1.2 Approval of Agenda

ADV-17-09

M/S that the agenda of the Advocacy/Education Committee meeting of February 26, 2018 is approved as circulated.

1.3 Approval of Minutes

ADV-17-10

M/S that the minutes of the Advocacy/Education Committee meeting of January 29, 2018 be approved as circulated.

2. PRESENTATIONS

2.1 Pride Organization - Gary Dalton

Gary Dalton from the Cranbrook Pride Organization, along with Cheyenne and Glen, introduced themselves and gave the Trustees information about the Cranbrook Pride Organization. Highlights included:

- Organization meets on a regular basis at the College of the Rockies (COTR)
- First public pride event was six years ago
- Cranbrook Pride Society was formalized in 2014; membership growing
- Outlined upcoming Pride events i.e., family day picnic in Rotary Park on the first weekend in June; youth movie night at the COTR; etc.
- Working on other initiatives in Cranbrook and in other communities i.e., raising rainbow flags; rainbow crosswalks; would like to be part of SD5 Rainbow Crosswalk initiative at Board Office
- resources and support have been given to many schools and organizations
- need to fundraise for more paraphernalia and resources; Trustee Johns has offered to meet with Society to brainstorm and bring back to Committee
- Jason Tichauer will connect Society with names of gay/straight alliances in other communities

2.2 CBEEN Update

Jennifer Roberts gave a brief presentation to Trustees on the KBEE (Kootenay Boundary Environmental Education) group, which was created in 2015, which supports K-12 with an environmental focus across the region and consists of members from School Districts 5, 6, 8, 10, 20, 51. Many resources are being shared and a lot of collaboration is happening in numerous areas. More information/resources/videos can be found at www.KBEE.ca as well as www.CBEEN.ca

A discussion took place on funding this work in the future.

3. ITEMS FORWARDED FROM PREVIOUS MEETING - nil

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 DSAC Report

A face-to-face meeting of DSAC students was held on February 20, 2018 at Fernie Secondary School. Highlights included:

- a report from Student Voice focusing on a distracted driving provincial initiative

- conversations around the new graduation program which was a continuation from the last meeting earlier this year and which will continue at Blue Lake which has been secured for May 10-12, 2018
- discussion about a student trustee will also be continued at Blue Lake

4.2 DPAC Report

A DPAC meeting was held on January 31, 2018. Highlights included:

- hopeful a new Chair, Vice-Chair and Secretary will be appointed at the next meeting on February 28
- BCCPAC conference will hopefully be attended by the new Chair and past Chair
- a letter was received from the Gordon Terrace Elementary School PAC which is attached to the minutes; Deb Therrien will respond to the letter
- Thank you to Deb Therrien for being a great advocate for DPAC

5. BCSTA LETTERS

5.1 Rural Education Enhancement Fund

5.1.1 SD28 – Receive and file.

5.2 Funding Review Survey

5.2.1 SD 61 – Receive and file.

6. ADJOURNMENT

The Advocacy/Education Committee meeting of February 26, 2018 was adjourned at 10.19 a.m.



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

**February 26, 2018, 11:30 a.m.
Board Office**

**Committee Members
In Attendance:**

**Co-Chair Trustee Brown (Chair)
Co-Chair Trustee Ayling
Trustee McPhee**

Regrets:

Trustee Helgesen

**Board/District Staff in
Attendance:**

**Trustee Bellina (by phone)
Trustee Johns
Trustee Whalen
Chairperson Lento
Lynn Hauptman, Superintendent
Rob Norum, Secretary Treasurer
Diane Casault, Director of Student Learning and Innovation
Jason Tichauer, Director of Student Learning/Aboriginal Educ.
Jennifer Roberts, District Principal – Tech. and Transformative Learn.
Darcy Verbeurgt, District Principal - Student Services
Janice Paetz, Executive Assistant (Recorder)**

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of February 26, 2018 was called to order at 11:45 p.m. by Co-Chair Brown. This meeting is being held on the traditional lands of the Ktunaxa people.

1.2. Approval of the Agenda

POL-2018-03

M/S that the agenda for the Policy Committee meeting of February 26, 2018 be approved.

1.3. Approval of the Minutes

POL-2018-04

M/S that the minutes of the Policy Committee meeting of January 29, 2017 be approved as circulated.

2. POLICIES APPROVED BY THE BOARD SINCE LAST MEETING

Nil

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1 Revised Policy 5.4 Student Eligibility for Bus Service

Feedback from partner groups was reviewed.

Discussion included:

- still some concerns regarding walk limits
- only three students in Elkford actually qualify for bussing based on the current walk limits, all the rest are courtesy riders
- should be equal across the district – maybe creating guidelines would be helpful
- urban/rural communities should be taken in to consideration when looking at walk limits as it is quite different than within towns/cities
- Mr. Norum offered to contact the Ministry to determine where we stand i.e. extra operating costs, infrastructure, Ministry expectations when districts set policy, etc.

Recommendation A

“M/S that Mr. Norum contacts the Ministry of Education to gather bussing information and comes back with a strategy for the Board at the Board meeting in March.”

Recommendation B

“M/S that the Board approve revised Policy 5.4 Student Eligibility for Bus Service.”

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 Draft Policy – Independent Directed Studies

The draft policy resulted from the recent Ministry audit at Mt. Baker Secondary.

Discussion included:

- there is no change in practice, but practice needed to be reflected in policy
- implementation is in progress with our other secondary schools
- change ‘They’ to ‘The learning standards’

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

5. INFORMATION ITEMS

Nil

6. ADJOURNMENT

The meeting adjourned at 12:10 p.m.

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

POLICY

STUDENT ELIGIBILITY FOR BUS SERVICE

SECTION 5.4

The Board shall consider the safety of students, distances and road conditions, availability of public transportation, number of students involved and cost of delivering the service in establishing bus routes. The stops on the routes shall be established to provide the safest, most efficient and cost-effective manner of transporting students to and from school.

1. ELIGIBLE RIDERS

Transportation services will be provided for those students enrolled in School District 5 as per the following criteria:

- a) those who are enrolled in grade K, 1, 2 and 3 and who live more than 4.0 km by the nearest passable road from a public school in which there is a grade for the students, or
- b) those who are enrolled in grades 4 to 12 and who live more than 4.8 km by the nearest passable road from a public school in which there is a grade for the student.
- c) Students enrolled in School District 5 who have been assigned by the District to a school other than their catchment school and the walking distance from home to new school has been determined to be unreasonable.
- d) There may be a need to give priority to unique situations, e.g. student injury. The Supervisor of Transportation will determine the method to address these needs.

2. TRANSPORTATION ASSISTANCE

The Board will pay transportation assistance to the parents of students who qualify for transportation under Section 1 above and for whom it is not cost effective practical, or possible to provide bus service. The level of assistance will be \$0.40/km to a maximum of \$20.00/day as the School Board funding guideline. For the purpose of determining the distance eligible for this funding assistance, the distance will be determined by the distance to the nearest bus stop or school, whichever is least, by the nearest passable road.

3. COURTESY RIDERS

Students are deemed courtesy riders if they are not eligible under section 1 and 2 above. Transportation services may be provided to courtesy riders upon review and approval of the seats available on the bus, cost, scheduling and routing adjustments to established bus routes.

Courtesy riders listed in priority order:

- a) Child Care Courtesy - students enrolled in district schools who are in the care of a daycare provider at a residence different than their home address; that care may be in or out of the catchment school's area for the home address.
- b) Elementary Out of Catchment Courtesy – students enrolled in district schools who attend a school other than their catchment school and reside within a reasonable walking distance from an existing bus stop.
- c) Middle/Secondary Out of Catchment Courtesy – students enrolled in district schools (or programs) who attend a school other than their catchment school and reside within a reasonable walking distance from an existing bus stop.
- d) Other students enrolled in district schools not eligible for bussing under section 1 and 2.

In the event that the number of requests for courtesy riders exceeds the number of available seats, the following factors will be considered to determine allocation of seats; age of student, distance travelled, special needs, safety hazards, and health issues.

4. OTHER TRANSPORTATION

After School Courtesy – issued by schools to provide students who are registered at their school and who present a signed dated note from parents/guardians the opportunity to go on the bus to a stop on the route – usually to spend time at a friend's house. This is subject to available seating on the bus and abuse of this privilege may result in cancellation of this service by the Transportation Supervisor.

The bus routes will be reviewed on an as needed basis and adjusted accordingly.



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

**February 26, 2018, 10:30 a.m.
Board Office**

**Committee Members In
Attendance:**

**Co-Chair Trustee McPhee (Chair)
Co-Chair Trustee Johns
Trustee Ayling
Trustee Bellina (by teleconference)**

Regrets:

**Board/District Staff in
Attendance:**

**Chairperson Lento
Trustee Brown
Trustee Whalen
Lynn Hauptman, Superintendent**

**Diane Casault, Director of Student Learning/Innovation
Jason Tichauer, Director of Student Learning/Aboriginal
Education
Brent Reimer, Director of Instruction – Human Resources
Darcy Verbeurgt, District Principal of Student Services
Jennifer Roberts, District Principal of Transformative
Learning
Jane Nixon, Executive Assistant (Recorder)**

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The Special Education Student Services meeting of February 26, 2018 was called to order at 10:26 am by Co-Chair Trustee McPhee. This meeting is being held on the traditional lands of the Ktunaxa people.

1.2 Approval of the Agenda

M/S that the agenda for the Special Education Student Services Meeting of February 26, 2018, be approved as circulated.

1.3 Approval of the Minutes

M/S that the minutes of the Special Education Student Services meeting of January 29, 2018, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

2.1 MOTION-R-17-48

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

Topic carried over from the Oct.30 Student Services Committee meeting.

Consideration of the motion being rescinded, amended or direction provided.

Tabled to May Committee Meeting for direction

Mr. Verbeurgt and Mrs. Casault discussed updates on the Simplified IEP Process in My Education BC (3.2 in this agenda) including:

- Training for all Student Services Teachers was completed in January 2018.
- The simplified IEP document is similar to a Word document which is making data more accessible for changes and printing.
- More work required to obtain data from the Legacy IEP for audit purposes. Mrs. Casault confirmed that this information will be in the Simplified IEP before September.
- Trustee Brown questioned if achievement reports are available. Mr. Verbeurgt confirmed that progress reports are available.
- Trustee McPhee discussed IEP Funding for September, expressing the need for categories and funding to be in place. Mr. Verbeurgt stated this was in place.
- Trustee Lento discussed that the ultimate goal is to have IEP's completed at the end of year so that work is done for September intake.
- Trustee Johns asked for an overview the IEP process and how it transitions from year to year. Mr. Verbeurgt clarified the bridging document is an accessible electronic file for the Student Services Teacher, new classroom teacher and Administration.
- A presentation on the Simplified IEP will be given by Mr. Verbeurgt at the April Committee Meeting as requested by Trustee Brown.

2.2 Bill Standeven Report

Mr. Verbeurgt reviewed the Student Services Report Card. Items that were graded as Approaching in the report were discussed. These areas of concern included:

- Ministry of Education reviewing funding model across BC.
- Early intervention is key. Identifying children with difficulties coming into Kindergarten is essential in order for supports to be in place.
- Based on Response to Intervention Model (“RTI”), Trustee Johns questioned the design principles. Mr. Verbeurgt explained that with the revised curriculum – secondary school programs report and assess differently. Mrs. Hauptman reiterated that we must be mindful of all children in the classroom and universally applied supports benefit all children in the classroom at all levels.
- Early entry programs including Ready Set Learn and StrongStart provide accessibility and connect preschool to Kindergarten. Itinerant staff also visit daycares and are made aware of students coming into Kindergarten with needs.
- Classroom teachers being supported to provide in class strategies for all students based on needs versus categories. This includes social emotional learning and behavior strategies in classrooms with improvement of behavior understanding as it is often trauma induced. Mandt System Inc. training is shifting crisis intervention to communication and prevention.

This continued discussion will be tabled to continue at the next meeting due to time constraints (bottom of page 12).

2.3 MOTION-R-17-151

Tabled to April Meeting

2.4 BCCPAC Survey

The following items were discussed:

- School District Results from February 2018
- Fernie Free Press Article - The Committee agreed that no action should be taken and no response to the article should be written from the Board.
- Trustee Bellina will follow up with BCSTA

3. CORRESPONDENCE AND/OR NEW ITEMS

3.1 Reference and Regulate Program (carried to April Student Services Committee Meeting)

3.2 The Simplified IEP - see item 2.1 above

4. ADJOURNMENT

The meeting of Student Services Committee of February 26, 2018 was adjourned at 11:39 am.



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

**February 26, 12:30 p.m.
Board Office**

Committee Members
in Attendance: Trustee Helgesen (Co-chair) – phone (left at 300 p.m.)
Trustee Johns (Co-chair)
Trustee Bellina - phone

Board/District Staff
in Attendance: Trustee Ayling
Trustee Brown
Chairperson Lento
Trustee McPhee
Trustee Whalen – Joined meeting at 3:22 p.m. for CFTA Presentation
Superintendent of Schools, L. Hauptman
Secretary Treasurer, R. Norum
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning/Aboriginal Education, J. Tichauer
Director of Student Learning and Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
District Principal/Technology, J. Roberts
Sandy Gronlund, Executive Assistant (Recorder)

Regrets: Trustee Blumhagen

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-chair Trustee Johns called the public Finance/Operations/Personnel Committee meeting of February 26, 2018 to order at 12:24 p.m.

1.2 Approval of the Agenda

Additions: 4.1 2018 Elections
4.2 Financial Health Tool Kit

The agenda of the public Finance/Operations/Personnel Committee meeting of February 26, 2018 was approved as amended.

1.3 Approval of the Minutes

The minutes of the public Finance/Operations/Personnel Committee meeting of January 29, 2018 was approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. 2018/19 BUDGET INPUT PRESENTATIONS

3.1 CUPE (Written Report)

Sheena Rivers, CUPE Vice-President and Mary Elliott, CUPE Shop Steward introduced themselves to the Board and presented the CUPE items for submission to the Annual Budget for 2018/19.

Three items were presented:

- Non Instructional Days and Professional Development Days have a negative impact on the CUPE members financially.
- CUPE Members should be included in all Professional Development Days as they provide a valuable role to the District and all would benefit from the increased education and training.
- Custodians with more than two weeks holidays accrued, which must be taken during the summer shutdown, should have the option to take their extra days at their choice.

Discussion:

- The Board appreciated the presentation and are sympathetic to each of these items.
- The items are collective agreement items.
- CUPE members are not feeling valued in Professional Development.
- The Board iterated that the CUPE members are extremely valuable to the District.

Chairperson Lento asked the Secretary Treasurer to analysis the impact Non-Instructional days have on CUPE members.

3.2 SADD (Society Against Distracted Drivers) Written Report

The Board received a letter from SADD offering the School District a new educational program for grade 10 and 11 students that focusses on distracted Driving.

Highlights:

- educate young drivers in a secondary school setting
- funded by SADD through grants and donations
- requires two blocks of time from the school-similar to the Party Program
- students will receive a certificate at the end of the program
- health and career education
- personal portfolio – could list this course on a resume
- enables students to acquire skills, tools and mindset for life-long safe driving habits.
- SADD is forming partnerships with groups such as the RCMP and ICBC

This report will be forwarded to the Budget Process. Mr. Norum will ask about specific budget requests.

3.3 CFTA Presentation (3:20 pm)

Chairperson Lento called the Public Meeting back to order at 3:22 p.m.

Shelley Balfour and Chris Kielpinski, Co-Chairs of the Cranbrook and Fernie Teachers' Association presented thirteen budget recommendations to the Board.

1. That the Board prepares and adopts a budget that adequately funds all schools in our District and embraces the resource requirements for widespread curriculum change that is occurring in our Province.
2. That the District supports students in a meaningful way by investing money into their health and well-being and to ensure that every school has acceptable services available to all students. The CFTA would like:
 - Increased Teacher librarian time
 - Increased counselling time
 - Increased Learning Assistance Time
 - Increased Student Service Teacher Time
 - Increased Consultation blocks
 - Increased support from the English Language Learning teacher
3. That the Board provides schools with release time for School-Based Team meetings and IEP meetings as per the restored language to enable all teachers to be fully informed about the students within their classrooms.
4. That the Board provide each school in the District with at least one Student Services teacher and at least one Learning Assistance teacher. Further, the Union requests that extra release days be provided to Student Services teachers to complete the required meetings and appreciable paperwork.
5. That the Board hire a second School Psychologist, on a permanent basis, to further serve the needs of the students in School District 5.
6. That the Board commits to hiring Teachers Teaching On-Call (TTOC) to continuing contracts, especially for the remote communities and that the Board considers TTOC recruitment and retention initiatives which include but are not limited to:
 - creating a continuing contract
 - providing minimum guarantees for callout
 - guaranteeing placement on the recall list
 - creating a seniority-based call out
 - providing regular TTOC in-service at the District's expense
7. That the Board identifies communities in which teacher retention is problematic and create incentives to encourage teachers to accept positions and/or remain within those communities.
8. That the 31st Anniversary of the Collective Agreement, the Union again requests that Teachers Teaching On-Call be paid on a bi-weekly schedule similar to all other employees in School District 5.

9. That the Board continues to share the cost with the BCTF for the Living with Balance Program. This valuable program provides support for teachers in harmonizing their work and personal life in order to maintain a positive outlook.
10. That the full-time Educational Assistant support is provided to all Kindergarten classrooms for the month of September when students are present and:

That in recognition of this important transition into school for a full day, the Board authorize up to 25 days for gradual entry as per the Ministry of Education Calendar Regulations.
11. That the Board fund a District position for an Early Learning teacher who is specifically hired to support teachers in Kindergarten to Grade 3 classrooms.
12. That the Board reinstates the Reference and Regulate (R&R) program into the schools.
13. That the Board reinstates the GAUGE program for all elementary students including primary, when appropriate. Further, that the Board reinstates the Transitions program for Middle School-aged students.

Discussion:

Chairperson Lento thanked Shelley and Chris, along with the teachers in the audience. The Board will look at the recommendations with due diligence.

Trustee Johns asked Shelley and Chris to quantify the recommendations and prioritize them.

Trustee Bellina would like to know the cost of the recommendations and appreciated the presentation.

Trustee Whalen asked about Kootenay Education Services and shop teachers.

Trustee Ayling appreciates the recommendations and the CFTA for continuing to advocate for the items.

The Board thanked the teachers in the audience for attending the presentation and thanked them for all of their work with the children.

4. NEW BUSINESS

4.1 2018 Elections

There is a need for approval of the 2018 Trustee Election Bylaw.

The District will be contacting each electoral area in regards to conducting the 2018 School Trustee election in conjunction with the Municipal election in October 2018.

The process of the three readings to pass the Bylaw will be asked for at the March 13, 2018 Public Board meeting.

4.2 Financial Health Tool Kit

Mr. Norum distributed the Financial Health Tool kit and reviewed it with the Board. The Tool Kit is very user friendly.

Mr. Norum will put together a binder prior to the March 13, 2018 Public Board Meeting.

RECOMMENDATION A

M/S that the Board refer the Financial Health Tool Kit item to the March 13, 2018 Public Board Meeting.

5. ITEMS FOR INFORMATION

5.1 District Occupational Health and Safety Advisory Committee

Minutes of the January 18, 2018 DOHSAC Meeting were attached to the Agenda for information.

Co-Chair Johns asked to have the snow piles in the parking lot at the Board Office removed to free up more parking spots.

5.2 Finance Report

Attached for information

6. QUESTION PERIOD

7. LATE ITEMS

8. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of February 26, 2018 adjourned at 1:00 p.m. Meeting to reconvene at 3:20 p.m. for CFTA Presentation.

SOUTHEAST KOOTENAY

School District 5 Superintendent's News



March, 2018



Superintendent's Activities - Lynn Hauptman

February is now behind us and spring is just around the corner – at least according to the calendar! February was once again a very busy month in our schools with the secondary students working on their new courses for second semester and our Grade 12 students busy ensuring they are ready for Commencement. This also means spending time making sure they are applying for scholarships for their post-secondary work. Scholarship information went out to all our school a few weeks ago. Information about the scholarships is also on our District Webpage at <http://www.sd5.bc.ca/studentparent/Pages/Sites-for-High-School-Students-and-Parents.aspx>

In the meantime, our younger students were full steam ahead. Many teachers have been commenting about the growth they have seen in their students since the holidays. I am sure parents will hear that message in whatever method teachers are reporting student progress whether it is a formal report card or teacher conferences. In many of our elementary schools, student-led conferences are happening this term.

But February this year was a little different because Olympic fever took hold in many of our schools. Check out the pictures here and on our website that were shared from our schools with their mini-Olympic events whether they were outside as the winter sports or in the school gym. Teachers took this opportunity to make curriculum connections with the Olympics and used the great resources provided at <https://mailchi.mp/olympic/jhuet7ach7-1318797?e=eabc47cf76> Learning about other countries and cultures is a natural connection but so is math and literacy.



Random Acts of Kindness and Pink Shirt Day were also featured in our schools. These included assemblies, videos, stories, skits and team-building exercises to bring attention to this important focus. Our Board Office Staff even participated in Pink Shirt Day this year!



Science Fair

Preparations are in full swing for the Regional Science Fair that will be in Cranbrook at the College of the Rockies campus on Friday, March 10 and Saturday, March 11, 2018. The Province declared March, Youth Science Fair Month back in 2002 to acknowledge elementary, middle and secondary students participation in science fairs across the province and at the Canada-wide Science Fair. The Science Fair Program is the largest volunteer-based science delivery activity with over 40,000 students participating province-wide. Our own regional Science Fair would not be possible without the large and dedicated group of volunteers who, year after year, plan for this prestigious event along with the many teachers, parents and students that put in countless hours. This year, the Canada-wide Science Fair will be returning to Ottawa on May 12-19, 2018. The event will be at Carleton University featuring an exhibition of science, technology, engineering and math. I am sure that we will have representatives from our district once again at this event.

Renewed Curriculum Planning Continues

Our February 23rd Curriculum Planning Day had teachers once again working together to continue to work on the renewed curriculum. In both Cranbrook and Fernie, teachers who are a part of EEPSA (Environmental Education Provincial Specialist Association) helped to plan very successful Classroom to Community work. They invited school staff and community educators to learn, share, connect and collaborate to support Place-based Learning. The Classrooms to Communities (C2C) morning workshop was an opportunity to help inspire, support and enhance the ongoing and evolving stewardship of Place-based Education as best practice. From all accounts, the sessions were very well received. Thank you to Harmony Lloyd, Janet Kujit, Mardelle Sauerborn, Jennifer Doll and Kate Ruoss for spear-heading the workshops along with community partners Rebecca with Wild Voices for Kids and Monica of CBEEN.

It was welcome news to have an additional Curriculum Planning Day added to next year's calendar. These days are always very beneficial for teachers and, in return, for our students.

School District 5 2018-2019 Annual School Calendar																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
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Education Update

Ministry of Education



FOR INFO, EDUCATORS – New Learning Resource Selection Course Available: This course introduces and guides educators through a Learning Resource Selection process. It is a free, self-paced, 45-minute online course with videos, illustrative case studies, section quizzes and a final quiz. It is available to ERAC members (through the ERAC portal), and non-ERAC members, pre-service teachers, parents, publishers and others (through OSBC Open Course Resources). Click [here](#) for details and registration.

FOR INFO, ALL – Resources for Educators: Check out the excellent resources available through Open School BC, designed to support learning for K–12 students and adult learners. These free, self-paced, course resources support a number of curricular topic areas, include lessons, activities and assessments, and are open to the public. Click [here](#) to explore.



OpenSchoolBC

Finding a better way to support school districts, student success

The review panel for the K-12 Public Education Funding Review has been selected by Minister of Education Rob Fleming, and the guiding principles for a new funding model have been finalized.

The principles were co-developed by the Province and the B.C. School Trustees Association, the co-governors of B.C.'s public school system.

Fleming has appointed Chris Trumpy, a former deputy minister of finance, as the chair of the panel, which will consult with stakeholders and undertake further research and analysis on a new funding model.

The panel will review the current funding model — how government distributes more than \$5.65 billion in operating funding to 60 boards of education throughout the province. The current system was established in 2002, and needs to be updated to reflect changes underway within B.C.'s education system, rising enrolment and to better support student success.

The goal of the review is to find a better way to provide equitable and predictable funding to boards of education. A new funding model should also look to better support vulnerable students, including children in care, children with special needs and Indigenous students, as well as rural and remote school districts, and those with fast-growing student populations.

After consulting with stakeholders, the panel will summarize what it heard and recommend options for a new funding model to the ministry.

A new model will be developed by government with implementation planned for the 2019-20 school year.

Important Dates for Trustees:

No Committee Meetings in March

BCSTA AGM - April 26-29

NEWS FROM SCHOOLS



Students from both Parkland and Laurie Middle Schools explored the icy beauty of Grotto Mountain. They Mahican Trail guides offered a cultural perspective on the ancient native pictographs and the teachings behind them. The students also enjoyed unusual rock formations and spectacular ice falls.

Mme Pamela's K/1 class at T.M. Roberts Elementary School presented their AIM play "La poule maboule" to their parents.



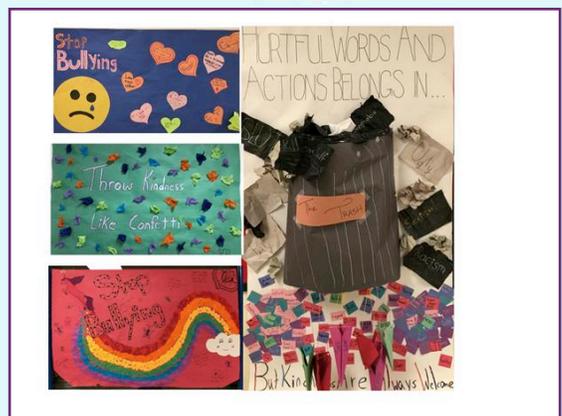
Zumba presentation at Steeples Elementary School!

KINDNESS DAY

The ESS students and staff took part in a variety of activities targeting kindness as a part of our celebration of Pink Day. The drama students presented a short skit to their classmates based on the idea that even one small act of kindness can make a person's day.



Public Speaking at the COTR Regional Skills BC Maker Day on March 2



NEWS FROM THE SECRETARY-TREASURER, DIRECTORS, DISTRICT PRINCIPALS

Update from the Secretary-Treasurer: Rob Norum

School Budget planning sessions were held February 27 to March 1 where all schools met with the District management team to plan for the 2018/19 school year.

The 2017/18 Amended Budget was approved by the Board and we expect the Funding announcement for the 2018/19 Annual Budget to be announced by March 15th, 2018.

The District is looking at class size requirements for next year and are currently awaiting results of a portable classroom tender so an order can be placed for next school year.



Update from the Director of Human Resources: Brent Reimer

Human Resources has posted 229 teaching and 151 CUPE positions to date for the 2017-18 school year.

Planning for the next school year has begun. School Principals/Vice-Principals met with District staff to plan for staffing for the upcoming school year.

We are currently advertising for qualified TTOCs, EAs and Secretaries for our casual list for next school year. This is done with the anticipation of upcoming retirements and movement of staff within the district.

The joint occupational health and safety teams for schools received mandatory in-service in the middle of February. A big thank you to both Victoria Larsen and Larry Dureski for providing the in-service to all of our schools.

Update from the Director of Student Learning and Aboriginal Education: Jason Tichauer

Career Education and Skills Training

This past Friday saw the annual Skills BC regional skills training competition and show cases at the College of the Rockies. Students from all across South East Kootenay schools were in attendance and competing. The winners will be reported next month!

As part of the implementing of the new Graduation Program, we have been bringing together folks from all of our Middle and Secondary schools to bring forward and discuss ideas on how best to implement the new Career Education courses. Our goal is to have these eight credits of courses be seamless through the middle and secondary years. The Ministry's Capstone project is still in development, but we are hoping that the Career Ed courses will allow a continuous student updating of portfolio.

Aboriginal Education

We have recently had our 2nd Aboriginal Education Enhancement Agreement Review Committee meeting. While we are still awaiting the Ministry 'How are we Doing' Report, we were able to have fruitful discussions on everything from Student surveys to Artwork contracts. The meeting was held in the Ktunaxa Nation's newly renovated gymnasium and was well-attended with new members and students.

District Student Advisory Council

We brought the DSAC together this month in Fernie. We had an excellent day with a presentation on Student Voice and a productive discussion and working time on the new Grade 10-12 Graduation Program. We have booked time at Blue Lake for later in the spring to take a few days to finish this valuable work. The DSAC students have been actively working within the Board's Strategic Plan to give feedback on a Framework for Enhancing Student Achievement. Their input has been fantastic!



Update from the Director of Student Learning and Innovation: Diane Casault

READY, SET, LEARN

Ready, Set, Learn (RSL) is an early learning initiative sponsored by the Ministry of Education. Schools that participate in *Ready, Set, Learn* will receive funding to help plan school-based community events. *Ready, Set, Learn* is intended to facilitate partnerships between schools, local community agencies and early childhood service providers. Funds may augment activities already underway within your school district and community, or support new activities.

Ready, Set, Learn is intended for families of three- to five-year-olds to develop positive connections with the school system and with participating community agencies.

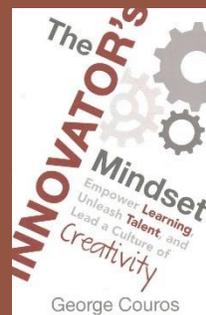
Early Learning Fairs

April TBA Elk Valley @ RMES (Elkford)

April TBA Cranbrook @ TBA

West Kootenay Early Years Conference

A group of 10 PVP from Southeast Kootenay will join fellow leaders from the Kootenay Boundary region to learn from George Couros on May 15th and May 16th in Nelson.



I am a learner, educator, and Innovative Teaching, Learning, and Leadership consultant. I am also the author of "The Innovator's Mindset". I believe we need to inspire our kids to follow their passions, while letting them inspire us to do the same.

Growing a Culture of Professionalism

May 25th -26th Nelson, BC

Full Day Session	Friday May 25, 2018					
10-12 & 1:00-3:30	The Power of Leadership in Early Care and Learning Environments: Deepening our Role as Early Years Leaders & Growing a Culture of Reflective Practice					
Saturday May 26, 2018						
Morning Sessions (A) 10-12	1) Difficult Conversations: How to Keep the Channels of Communication Open	2) Heart and Knowledge	3) How to be a Mentor Who Inspires and Guides Others	4) The KAIROS Blanket Exercise ↓	5) The Reggio Approach	6) Walk Like a Crow and Be Open To Wonder
Afternoon Sessions (B) 1:30-3:30	1) Difficult Conversations: How to Keep the Channels of Communication Open	2) Heart and Knowledge	3) How to be a Mentor Who Inspires and Guides Others	4) ↓ All Day	5) Art Material Exploration 101	6) Walk Like a Crow and Be Open To Wonder

Update from the District Principal Student Services: Darcy Verbeurgt

Regional Science Fair 2018

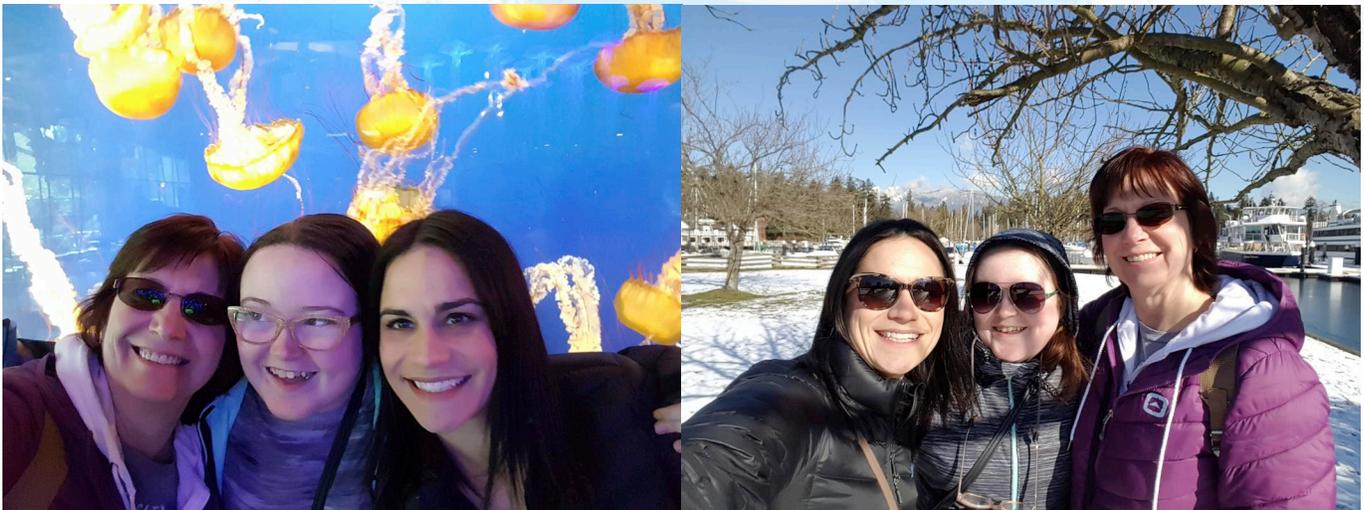
March is Science Fair Month in BC. The regional science fair and celebration on March 9th and 10th provides a venue for students to present their project-based inquiry projects to authentic audiences. In addition to displaying their science knowledge, students develop their data analysis, presentation and oral and written communication skills. The East Kootenay is the only regional science fair in the province that invites students from Kindergarten to Grade 12. There will be photos and results presented at the board meeting. The registration team has received 59 competitive fair registrations for Friday and 41 non-competitive fair registrations for Saturday.

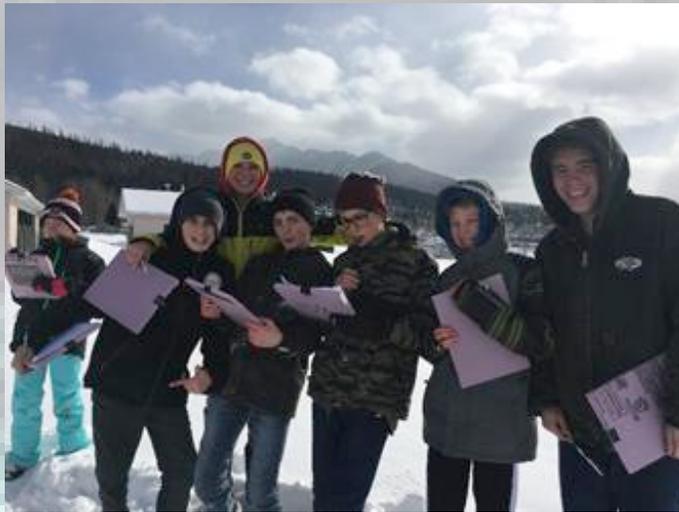
Mandt Training

In a little over eight months, we have trained 22 Principals and Vice-Principals, 29 Student Services Teachers, 16 classroom teachers, 11 School Counsellors, 1 Speech-Language Pathologist, 75 Educational Assistants, 11 Aboriginal Education Support Workers and 9 Youth Care Workers. Training in healthy relationships, health communication and healthy conflict resolution was provided to all. The Educational Assistants and Student Services Teachers were also trained in physical guidance and assisting. This training has started to build better team approaches, reduce conflicts, and minimize hands-on management of students. Refreshing the training of the staff already trained will occur annually. We will continue to bring the training to additional staff.

Braille Challenge at UBC

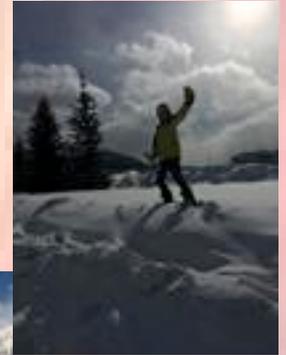
Our District supported a student at Mount Baker, the Vision Resource Teacher and the Braillist to go to Vancouver to attend the Braille Challenge at UBC. The actual event was cut short due to snow but the event was still worth it. It was great to see the student connect with other students and share the excitement of the challenge plus the upcoming summer camp. They also chatted about which type of technology they were using. The student was thrilled to be able to say that she uses the "Brailnote Touch". Only one other student at the challenge had one at their school. Samantha had hers with her because we had brought along some homework, it was a hit. On the trip there was a wide variety of Orientation and Mobility opportunities to experience; the student was fascinated with the escalators, moving run-ways, and the airport shuttle, plus, managing within busses, the sky train, new stores and restaurants. We even had the opportunity to visit the Vancouver Aquarium, she was thrilled with it all. The behind the scenes tour ticket at the Vancouver Aquarium was provided by Christina Duncan from Sunny Hill Children's Hospital." (Thanks to Christine Larson for submitting this write-up).





Classrooms 2 communities

On February 23, the morning was spent with school district staff and community educators to learn, share, connect and collaborate together to support Place-based Learning. The Classrooms to Communities (C2C) morning workshop was an opportunity to help inspire, support and enhance the ongoing stewardship of Place-based Education as best practice. Thank you to EKEEPISA, CBEEN and SD5 for the support of this wonderful day in both Fernie and Cranbrook.



TAKE ME OUTSIDE WEEK

Students across the District braved the bitter cold temperatures to participate in Take Me Outside Week from February 19 to 22. Examples of activities included Skating, Snow Shoeing, Winter Wonder by Wildsight, and downhill skiing lessons at Fernie Alpine Resorts, just to name a few.

Novelmania

Grade 6 students at TM Roberts unveiled their published novels after participating in National Novel Writing Month. This website, www.blurb.com which is used by many aspiring authors as a motivator to write every day, was used by Mr. McAnerney's class to develop the novels. The project was worked into the curriculum by doing mini lessons on the writing process from brainstorming through character development and plot. Helping Teacher of Transformative Learning, Ryan McKenzie, helped the students use their Office 365 accounts to format their books and create cover jackets as well as all the technical assistance involved in uploading for printing.

Maker Challenge Week

The SD5 Maker Challenge was from February 5-8. Thank you to all of the teachers and staff that supported Maker Week!



"This was something new for me, but I am hooked, and more importantly, my students are so excited! There were so many amazing learning moments along the way. I could write pages and pages about the benefits and learning. This moment made my heart so full as a teacher." Adrienne Demers"

District Enrollment - Mar. 2018

School Name	K	1	2	3	4	5	6	7	8	9	10	11	12	Total	Feb.
Jaffray Elem-Jr Secondary	25	16	19	26	19	18	19	17	20	11	12	0	0	202	203
Isabella Dicken Elementary	72	50	68	64	56	67	59	0	0	0	0	0	0	436	437
Frank J Mitchell Elementary	48	61	50	45	64	48	57	0	0	0	0	0	0	373	375
Rocky Mountain Elementary	32	43	42	28	41	26	31	0	0	0	0	0	0	243	244
Mount Baker Secondary	0	0	0	0	0	0	0	0	0	0	277	270	257	804	807
Laurie Middle School	0	0	0	0	0	0	0	131	103	133	0	0	0	367	367
Amy Woodland Elementary	28	43	38	39	38	38	44	0	0	0	0	0	0	268	268
T M Roberts Elementary	43	53	53	53	57	58	58	0	0	0	0	0	0	375	375
Gordon Terrace Elementary	40	34	38	43	29	33	30	0	0	0	0	0	0	247	248
Highlands Elementary	29	35	43	38	40	57	35	0	0	0	0	0	0	277	276
Pinewood Elem - Cranbrook	14	14	25	24	15	16	20	0	0	0	0	0	0	128	129
Steeples Elementary	28	26	32	35	25	23	21	0	0	0	0	0	0	190	187
Kootenay Orchards	30	30	30	36	32	22	35	0	0	0	0	0	0	215	212
Parkland Middle School	0	0	0	0	0	0	0	151	137	141	0	0	0	429	430
Elkford Secondary	0	0	0	0	0	0	0	36	31	30	35	38	29	199	200
Fernie Secondary	0	0	0	0	0	0	0	60	57	56	48	66	62	349	351
Sparwood Secondary	0	0	0	0	0	0	0	40	42	36	43	43	32	236	240
Kootenay Educational	0	0	0	0	0	0	0	0	0	0	14	32	61	107	104
Kootenay Discovery School	0	1	1	0	0	2	0	0	5	9	3	9	115	145	137
Totals	389	406	439	431	416	408	409	435	395	416	432	469	568	5590	5590

TRUSTEE ELECTION BYLAW - 2018

**BOARD OF EDUCATION
Of
SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**

A bylaw to provide for the determination of various procedures for the conduct of general school elections and other trustee elections.

Preamble

Under the *School Act*, the Board of Education may, by bylaw, determine various procedures and requirements to be applied in the conduct of trustee elections.

In School District No. 5 (Southeast Kootenay) trustee elections are held in the in the following trustee electoral areas:

<u>Trustee Electoral Area</u>	<u># of Trustees</u>	<u>Trustee Electoral Area Description</u>
Trustee Electoral Area 1	1	The Corporation of the City of Fernie
Trustee Electoral Area 2	1	District of Sparwood
Trustee Electoral Area 3	1	District of Elkford
Trustee Electoral Area 4 (Electoral Area B of the RDEK)	1	Regional District of East Kootenay
Trustee Electoral Area 5 Corporation of the City of Cranbrook and Electoral Area C of the RDEK)	5	The Corporation of the City of Cranbrook and the Regional District of East Kootenay

The Board of Education wishes to establish various procedures and requirements under the authority of the *School Act* for trustee elections.

[References: School Act, s.37, s.38(4)]

The Board of Education, in an open meeting of the Board, enacts as follows:

1. Definitions

The term used shall have the meanings assigned by the *School Act* and the *Local Government Act*, except as the context indicates otherwise.

‘Board of Education’ means the Board of Education of School District No. 5 (Southeast Kootenay).

‘By-election’ means a trustee election to fill a vacancy on the school board.

‘Election’ means a trustee election.

‘General Voting Day’ means the date on which general voting for a trustee election is to take place, whether part of the general school elections or a by-election.

‘Minister’ means the Minister of Education.

‘Regional District’ means the Regional District of East Kootenay.

2. Application

This bylaw applies to both general elections and by-elections, except as otherwise indicated.

3. Order of Names on Ballot

The order of names of candidates on the ballot will be alphabetical.

[References: School Act s.46 (4), Local Government Act s. 107]

4. Resolution of Tie Votes After Judicial Recount

In the event of a tie vote after a judicial recount, the tie vote will be resolved by lot in accordance with the *Local Government Act*.

5. Number of Nominators Required

As per section 71(1)(a) of the *Local Government Act*, the minimum number of qualified nominators for a trustee candidate in School District No. 5 (Southeast Kootenay) is two.

6. Trustee Elections Conducted by Local Governments

- 6.1. For a trustee election conducted by a local government (the City of Fernie, the District of Sparwood, the District of Elkford, the Regional District of East Kootenay and/or the City of Cranbrook) as part of a general election under an agreement with the Board of Education as authorized by the *School Act*, the election bylaw(s) adopted by the local government, as amended from time to time (including bylaws that address the use of voting machines) applies to the trustee election, except as otherwise provided in sections 3 through 5 above of this bylaw or except with respect to any other matter on which the local government bylaws may not by law apply to a trustee election.
- 6.2. Section 6.1 also applies where a local government (the City of Fernie, the District of Sparwood, the District of Elkford, the Regional District of East Kootenay and/or the City of Cranbrook) is conducting a trustee election other than as part of a general trustee election under an agreement with the Board of Education and the agreement provides that the local government bylaws apply to the elections.

Title

This bylaw may be cited as 'School District No. 5 (Southeast Kootenay) Trustee Election Bylaw-2018'.

Read a first time the 13th day of March, 2018

Read a second time the 13th day of March, 2018

Read a third time, passed and adopted the 13th day of March, 2018

Chairperson of the Board

Corporate Seal

Secretary Treasurer

I hereby certify this to be a true and original copy of School District No. 5 (Southeast Kootenay) Trustee Elections Bylaw adopted by the Board on the 13th day of March, 2018.

Secretary Treasurer

CONTRIBUTION AGREEMENT

KEY CITY THEATRE SOCIETY

20 - 14th Avenue, North
Cranbrook, BC V1C 6H4

('Recipient')

COLUMBIA BASIN TRUST

Suite 300, 445 – 13th Avenue
Castlegar, BC V1N 1G1

('Trust')

WHEREAS in accordance with the Trust's purposes as set out in the *Columbia Basin Trust Act*, the Trust wishes to provide a grant for the project described in Schedule 'A' (Project) to be carried out by the Recipient and the Recipient has the capacity to carry out the Project.

NOW THEREFORE this Agreement witnesses that, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. TERMS OF THE AGREEMENT

- 1.1 This Agreement will commence on February 27, 2018 and will, subject to Section 6 hereof, terminate on receipt and the Trust's approval of the Recipient's Final Report (as described in Schedule A hereto).
- 1.2 The obligations set out in Sections 9, 11 and 18.5 continue after the end of this Agreement.

2. PROJECT

- 2.1 The Recipient will undertake the Project described in Schedule A hereto in accordance with the terms of this Agreement.
- 2.2 The Recipient will not make any material changes to the Project without the prior written consent of the Trust.
- 2.3 Information used to support this Agreement that has been provided by the Recipient, either through an application process, funding request, or other submission, will be relied upon and considered accurate. The Recipient will immediately notify the Trust of any changes to any information provided to the Trust that relates to this Agreement.

3. GRANT

- 3.1 The Trust will provide a grant to the Recipient in the amount of \$487,015 (the 'Grant'), such Grant to be payable in the amounts and at the times described in Schedule A hereto.
- 3.2 The Recipient will use the Grant only for the purpose of carrying out the Project.
- 3.3 The Recipient acknowledges that the deliverables and obligations set out in Schedule A hereof are strict conditions for payment and the Trust will not advance payment unless such conditions are met.
- 3.4 If the Project is cancelled subsequent to the commencement of this Agreement, the Recipient will immediately thereafter return the Grant to the Trust, or in the event a portion of the Grant has been expended, the amount then remaining, along with an accounting of all expenditures.
- 3.5 If, at the conclusion of the Project, a portion of the Grant remains unexpended, the Trust may

agree that the unexpended portion be used for other projects of the Recipient. If the Trust does not so agree, then:

- a. if the Trust is the sole contributor to the Project, the Recipient will return the unexpended portion of the Grant to the Trust; or
- b. if the Trust is one of a number of contributors to the Project, the Recipient will return the Trust's proportionate share of the unexpended portion of the total contributions to the Project to the Trust.

4. REPORTING

- 4.1 The Recipient will report to the Trust regarding the Project as described in Schedule A.

5. ACKNOWLEDGEMENT OF THE TRUST CONTRIBUTION

- 5.1 The Recipient will use its best efforts to acknowledge the Trust's financial contribution to the Project by including the Trust's name and logo on Project-related materials.

6. EARLY TERMINATION

- 6.1. If a material provision of this Agreement is breached by the Recipient, the Trust may terminate this Agreement immediately on written notice to the Recipient. The Trust may terminate this Agreement for any other reason on 90 days' written notice to the Recipient.
- 6.2. In the event of a termination described in Section 6.1, the Trust will pay only such portion of the Grant not then advanced pursuant to Schedule A for Project costs up to the effective date of termination, which costs will not exceed the amount of the Grant.

7. ASSIGNMENT OF GRANT

7.1 The Recipient will not assign this Agreement or the Grant or any part thereof without the prior written consent of the Trust.

8. RECIPIENT'S REPRESENTATIONS AND WARRANTIES

8.1 The Recipient represents and warrants that:

- a. If it is a corporation or other statutory entity duly incorporated or created under its applicable corporate legislation it is in good standing under the laws of each jurisdiction in which it is required to be registered and will maintain its corporate existence in good standing during the term of this Agreement;
- b. it has the power and authority to enter into this Agreement; and
- c. it has the power, authority and capacity to carry out the Project.

9. INDEMNITY

9.1 The Recipient will indemnify and save harmless the Trust, its officers, directors, employees, servants and agents from and against any and all claims and demands, including personal injury or death, arising from the Recipient's implementation of the Project except to the extent that such loss is caused or contributed to by the negligence of the Trust.

10. FURTHER ASSURANCES

10.1 The parties agree to do or cause to be done all acts or things necessary to implement and carry into effect the Agreement to its full extent.

11. FINANCIAL MANAGEMENT AND AUDIT

11.1. The Recipient agrees to maintain accurate financial records with supporting receipts for the Project and will provide the same to the Trust on request.

11.2. The Recipient agrees to permit the Trust, its agents and/or its auditors to inspect, and obtain copies on request, at all reasonable times, including subsequent to the termination of this Agreement, all records related to the Project.

12. SEVERABILITY OF PROVISIONS

12.1 The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement and any invalid provision will be deemed to be severed.

13. CIRCUMSTANCES BEYOND THE CONTROL OF EITHER PARTY

13.1 A failure to perform any obligation under the Agreement that results from any matter beyond the control of the parties, including strike, lockout or any other action arising from a labour dispute, fire, flood, act of God, war, riot or other insurrection, lawful act of public

authority, or delay or default caused by a common carrier which cannot be reasonably foreseen or provided against or from, will not be considered to be a breach of any term of the Agreement.

14. NOTICES

14.1 Any notice or communication required to be given under the Agreement will be in writing and will be delivered personally or by courier, electronic mail or facsimile addressed to the other party at the address provided above or at such other address as either party will later designate to the other in writing.

15. DISPUTE RESOLUTION

15.1. If a dispute should arise regarding this Agreement, the parties agree to attempt to resolve such dispute by discussion.

15.2. Any dispute which cannot be resolved within thirty (30) days pursuant to Section 15.1 will be resolved by mediation. The Trust and the Recipient will agree on the choice of mediator and will share the cost equally.

16. AMENDMENT AND INTERPRETATION

16.1. No amendment of this Agreement will be valid unless it is agreed to in writing and signed by the parties hereto. The Trust may, in its sole discretion, waive one or more terms of the Agreement and any such waiver must be in writing.

16.2. In the event of a conflict or inconsistency in any provision in any Schedule or other attachment to this Agreement and the main body of this Agreement, the main body of this Agreement will prevail.

17. INSURANCE

17.1. The Recipient will maintain insurance coverage for all risks arising from the Project in such amounts and with such insurers as are appropriate having regard to the nature of the Project and the risks associated therewith.

18. GENERAL

18.1. This Agreement and the rights, obligations and relations of the parties hereto will be governed by and construed in accordance with the laws of the Province of British Columbia.

18.2. This Agreement constitutes the entire agreement between the parties pertaining to the matters contemplated hereby.

- 18.3. Nothing contained in this Agreement will be construed to place the parties in the relationship of agent and principal, master and servant, settlor and trustee, partners or joint ventures and neither party will have any right to obligate or bind the other party in any manner.
- 18.4. Time is of the essence hereof.
- 18.5. The Recipient acknowledges that the Trust is a public body with duties and obligations under the *Freedom of Information and Protection of Privacy Act* and that the Trust may be required by law to disclose information relating to the Recipient, this Agreement, the Project, any associated reporting, and the Grant. The

Recipient consents to the release of such information and acknowledges that this consent is made pursuant to Section 33.1(1) of the *Freedom of Information and Protection of Privacy Act*. The Recipient agrees that the Trust may disclose the Recipient's name, location and the amount and nature of any related funding to the public, individuals or any other entity in furtherance of the Trust's public purposes.

- 18.6. This Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

This Agreement has been executed on behalf of the Trust and the Recipient as of the dates indicated below:

Key City Theatre Society

Signed by:

Name: _____

Title: _____

Date: _____

Columbia Basin Trust

Signed by:

 _____

Name: Aimee Ambrosone

Title: Director, Delivery of Benefits

Date: February 27, 2018

SCHEDULE A

Project: Key City Theatre Upgrade

A. Project Description

The purpose of the Project is in furtherance of the public purpose of the Trust and is specifically to address structural deficiencies and extend the life of the Key City Theatre in Cranbrook.

B. Duties and Deliverables

The Recipient will be responsible for all aspects of the supervision and administration of the Project, including:

1. carrying out the Project in accordance with the Project application dated February 1, 2018 and subsequently approved by the Trust, or as otherwise mutually agreed upon in writing between the parties;
2. ensuring that all adults involved in the Project who will have contact with minors, have passed a criminal record check conducted through the RCMP or the BC Criminal Records Review Program; and
3. ensuring all of the necessary associated permits are obtained.

C. Reporting Schedule

The Recipient will provide the following:

1. Interim Report to outline the progress of the Project and funds spent to date when the Recipient determines the second payment is required; and
2. Final Report to the Trust on or before September 30, 2019, which must include, but is not limited to:
 - a) a summary of how the Recipient met the Project Duties and Deliverables outlined above; and
 - b) a detailed financial report outlining all revenues and expenses of the Project.

D. Payment Schedule

The Trust will pay the Recipient as follows:

1. \$200,000 within 20 business days upon receipt of this fully signed Agreement;
2. \$239,015 upon receipt and approval of the Interim Report; and
3. \$48,000 within 20 business days upon receipt and approval by the Trust of the Final Report, as set out above.