



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

May 12, 2015, 3:30 p.m.
Sparwood Secondary School

Pages

1. COMMENCEMENT OF MEETING

1.1 Call to Order

1.2 Consideration and Approval of Agenda

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

1.4 Receipt of Records of Closed Meetings

10

M/S to accept the closed records of the in-camera meeting of the Board of Education of [date].

1.5 Business Arising from Previous Minutes

1.6 Receiving of Delegations/Presentations

1.6.1 Mardelle Sauerborn - Outdoor Classroom Knook Project

1.6.2 Nicole Pallone - PKU Presentation

2.	COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS	
2.1	Advocacy/Education Committee	11
	Recommendation A	
	M/S that the Board support a Kootenay Ice Mid-Day Game tentatively scheduled for February 10, 2016.	
	Recommendation B	
	M/S that the Board meet with MLA and all partners groups to discuss the districts' priorities.	
	M/S that the Board accept the report of the Advocacy/Education Committee.	
2.2	Policy Committee	16
	Recommendation A	
	M/S that the Board approve the removal of Policy 7.2 and 7.3.	
	M/S that the Board accept the report of the Policy Committee.	
2.3	Finance/Operations/Personnel Committee	23
	M/S that the Board accept the report of the Finance/Operations/Personnel Committee.	
2.4	Communications/Media Committee	25
	M/S to accept the report of the Communications/Media Committee.	
2.5	Mt. Baker Secondary School Building Replacement Committee	
	M/S to accept the report of the Mt. Baker Secondary School Building Replacement Committee.	
2.6	Legacy of Learning	
	M/S to accept the Legacy of Learning report.	
2.7	Trustee Reports	26
3.	SUPERINTENDENT'S REPORT TO THE BOARD	29
	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	Business Arising from Delegations	
5.2	AFG Bylaw	36
5.3	RMES Bylaw	37
5.4	Budget Bylaw	38
6.	TRUSTEE BOUQUETS	
7.	ITEMS FOR INFORMATION/CORRESPONDENCE	39
8.	QUESTION PERIOD	
9.	ADJOURNMENT	
	M/S that the [date] 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**

**April 14, 2015, 3:30 a.m.
Board Office**

Present: Chairperson Lento
Trustee Ayling
Trustee Bellina
Trustee Blumhagen
Trustee Brown
Trustee Helgesen
Trustee Johns
Trustee McPhee
Trustee Whalen
Superintendent of Schools, L. Hauptman
Secretary Treasurer, R. Norum
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning and Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
Recorder, Corinne Burns

1. COMMENCEMENT OF MEETING

1.1. Call to Order

Chairperson Lento called the April 14, 2015 regular public meeting of the Board of Education to order at 3:36 p.m.

1.2. Consideration and Approval of Agenda

Additions: 1.6.2 MBSS Drama Preview
7.2 Curriculum Meeting

MOTION R- 15-62

M/S that the agenda for the regular public meeting of the Board of Education of April 14, 2015 be approved as amended.

CARRIED

1.3. Approval of the Minutes

Minutes of the Public meeting of the Board of Education of March 10, 2015.

MOTION R- 15-63

M/S that the minutes of the regular public meeting of the Board of Education of March 10, 2015 be approved as circulated.

CARRIED

1.4. Receipt of Records of Closed Meetings

MOTION R- 15-64

M/S to accept the closed records of the in-camera meeting of the Board of Education of March 10, 2015.

CARRIED

1.5. Business Arising from Previous Minutes

1.5.1. Calendar Approval

MOTION R- 15-65

M/S that the Board of Education approve the 2015-2016 school calendar.

CARRIED

1.6. Receiving of Delegations/Presentations

1.6.1. Physical Literacy Project with Steeples and COTR - David Martin and Sandi Lavery

Superintendent Hauptman introduced Mr. Martin and Ms. Lavery and 2 students from the College of the Rockies that have been working with students at Steeples Elementary and Kootenay Orchards Elementary. The college students along with Mr. Martin and Ms. Lavery have developed a program to study and improve physical literacy in our schools. The program assesses student's fundamental movement skills. Students participated in drills and exercises.

Key points were:

- At the beginning of the year there is an initial difference in students' physical literacy between a lower income neighbourhood school and an upper income neighbourhood school.
- It is important to develop fundamental movement skills such as running, skipping, throwing.
- Physical literacy will make students more active in older years and provide confidence.
- Students and teachers were able to participate in the program.
- After spending time with students they were reassessed in April and there was definite improvement.

Discussion included:

- Ms. Lavery reported that Via Sport has put aside \$14,560. They will be looking at using this funding to continue with this program and they are hoping to get into other schools in the District.
- Trustees would like to have a follow up of the program.

Chairperson Lento thanked everyone for their hard work.

1.6.2. MBSS Drama Presentation - The Drowsy Chaperone

Superintendent Hauptman introduced Ms. Turcon, teacher of MBSS's drama department. Students from the upcoming play "The Drowsy

Chaperone" introduced themselves and explained what characters they would be playing. The play is running at the Key City Theatre May 4-10th.

Chairperson Lento thanked everyone for all the hard work that goes into making the Mount Baker plays successful.

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1. Advocacy/Education Committee

No Advocacy meeting in March

2.2. Policy Committee

No Policy meeting in March.

2.3. Finance/Operations/Personnel Committee

No Finance/Operations/Personnel meeting in March

2.4. Student Services Committee

No Student Services meeting in March

2.5. Communications/Media Committee

Trustee Ayling reported sending the letter re: Exempt Staff Compensation.

MOTION R- 15-66

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

CARRIED

2.6. Mt. Baker Secondary School Building Replacement Committee

Trustee Johns reported he has a meeting with RDEK on May 5, 2015 to discuss the future involvement of the RDEK in the replacement of the Key City Theatre.

MOTION R- 15-67

M/S to accept the report of the Mt. Baker Secondary School Building Replacement Committee.

CARRIED

2.7. Legacy of Learning

Trustee Johns reported he travelled to JEJSS to give a Legacy of Learning presentation to the PAC. It was very well received. In May he will be presenting to the Elkford school PACs and Elkford District council.

MOTION R- 15-68

M/S to accept the Legacy of Learning report.

CARRIED

2.8. Trustee Reports

Trustees reported on their activities for the month.

- Trustee Bellina made a correction to her report. She did not attend FJMES PAC meeting. It was the incorrect date.

- Trustee Whalen continues to work on the Community Suicide Protocol.
- Trustee Johns reported that it was a privilege being able to attend the science fair. Great work!
- Trustee Ayling forgot to mention that she attended the Centre for Civic Governance conference
- Trustee Blumhagen reported that 2 students from Jaffray were accepted into the Beijing summer program.

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

Superintendent Hauptman's report of April 14, 2015 included:

Superintendent's Activities

- School planning meetings
- Student Voice and District Student Advisory Committee (DSAC)

Superintendent Hauptman reported the results of our Thoughtexchange surveys are now available online and can be accessed through our website. The P.A.R.T.Y. program is doing a Youth Convention this year. It will be held at the College of the Rockies May 20th and 21st for grade 8 and 10 students.

Finance/Operations Updates

Mr. Norum reported he has been reviewing the funding announcement. He has also been working on:

- Budget
- Administrative Savings
- Off Leash Dog Park

Update from Director of Instruction/Student Learning and Innovation

Ms. Casault reported that she has been working on the Cranbrook Early Years Fair being held on April 21st at Steeples. She continues to work with Strong Start, incorporating the facilitators with our early learning.

Update from Director of Instruction/Safety/Aboriginal Education

Mr. Tichauer reported he has a group together to work on the Athletics handbook. He has also been working with schools and the Ministry to more accurately present our six year completion rates.

Update from District Principal/Student Services

Mr. Verbeurgt reported the Science Fair was a success.

Total number of students =204; Total number of projects = 169

119 SD5 students presented 101 individual or paired projects. This represented 59 % of the participation at the fair.

Update from Director of Instruction/Human Resources

Mr. Reimer reported they completed a trial run with the new post and fill application process. Is waiting for feedback. He is also working on:

- Staffing for the 2015/16 year
- Continuing to advertise for TTOC's

Important Dates for Trustees:

Sparwood Board meeting May 12 - Project Heavy Duty - Meet at 10:30 at SSS.

COTR - P.A.R.T.Y. - May 20th and 21st
Retirement Dinner - June 11, St Eugene.

Graduations:

MBSS - June 25 - 5pm
FSS June 26 - 2pm
SSS May 30 - 6pm
ESS June 25 - 1pm
Enrolment Report

Discussion included:

- Trustees would like a report of the science fair with all the results.

MOTION R- 15-69

M/S that the April 14, 2015 Superintendent's Report to the Board of Education be accepted as presented.

CARRIED

4. CHAIRPERSON'S REPORT

Chairperson Lento congratulated Mr. Verbeurgt on a great Science Fair. He also thanked Trustee Johns for his work with Astronaut Abby. She was amazing!

5. NEW BUSINESS

5.1. Business Arising from Delegations

Nil

5.2. DPAC Letter

Ms. Therrien DPAC President asked the Board about working together as a team when advocating to Minister Bill Bennett.

MOTION R- 15-70

M/S that the request from Ms. Therrien, DPAC President to work together when advocating to Minister Bill Bennett be moved to Advocacy.

CARRIED

5.2.1. Budget Funding Announcement

Mr. Norum reported there was no big surprises in the Funding Announcement.

6. TRUSTEE BOUQUETS

- Trustees thanked MBSS for the tour.
- Trustee Bellina thanked Mr. Norum for all his help with the Kootenay Boundary Branch.
- Trustee Whalen thanked the physical literacy presenters.

7. ITEMS FOR INFORMATION/CORRESPONDENCE

7.1. BCSTA Conference Calls

7.2. Regional Ministry of Education Meetings (May 8, 2015)

8. QUESTION PERIOD

The CFTA and the PVP Association thanked the Board for all their support over this past year.

9. ADJOURNMENT

MOTION R- 15-71

M/S that the April 14, 2015 regular public meeting of the Board of Education adjourn at 5:05.

CARRIED

10. LATE ITEMS

Frank Lento, Chairperson

Rob Norum, Secretary Treasurer



1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meeting April 14, 2015

- Finance/Operations/Personnel Committee report
 - Budget
 - Off Leash Dog Park
 - Calendar
- BCPSEA Representative Report
- Superintendent's Report
 - Staffing Report

A handwritten signature in black ink, appearing to read 'R. G. Norum', written over a horizontal line.

Robert G. Norum
Secretary Treasurer



**The Board of Education of
School District No.5 (Southeast Kootenay)
Minutes - Advocacy/Education Committee**

**April 27, 2015, 9:00 a.m.
Board Office**

**Committee Members
In Attendance:**

**Trustee Bellina Chair (in the absence of Co-Chairs)
Trustee Ayling
Trustee Whalen
Trustee Blumhagen**

**Board/District Staff in
Attendance:**

**Trustee Brown
Trustee Johns
Chairperson Lento
Trustee Helgesen
Trustee McPhee
Lynn Hauptman, Superintendent
Jason Tichauer, Director of Instruction/Ab Ed
Diane Casault, Director of Instruction and Innovation
Darcy Verbeurgt, District Principal
Gail Rousseau, Executive Assistant (Recorder)**

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Advocacy/Education Committee Meeting of April 27, 2015 was called to order at 9:03 by Co-Chair Bellina.

**1.2. Approval of Agenda
ADV-2015-05**

M/S that the agenda of the Advocacy/Education Committee meeting of April 27, 2015 is approved as circulated.

**1.3. Approval of Minutes
ADV-2015-06**

M/S that the minutes of the Advocacy/Education Committee meeting of February 23, 2015 be approved as circulated.

2. PRESENTATIONS

2.1 Kootenay Ice Mid-Day Game

Director of Sales and Public Relations – Chris Wahl and Don MacMillan, Sales Consultant proposed to the Board, a Kootenay Ice Mid-Day Game on February 10, 2016. They are encouraging this game to be coordinated as part of a school event which could start at either 11 a.m. or 12 p.m. with strong school participation across the district. This event will build relationships with the schools/community. Distance is the challenge. The Kootenay Ice Hockey Team wants to be visual in the schools and this event would give them exposure, increase revenue and be Fun!!

Discussion included:

- glorious opportunity to build an educational component into the day
- each player could adopt a school and go into school prior to the game to send strong message about what team is and the hard work, dedication, perseverance and commitment it takes to be on a team
- we can look at bussing; we will talk to administrators at the next meeting
- also include a message of perseverance and how being part of a team presents the opportunity to make new friends; builds relationships in communities; build in a math component involving stats of players; one to one reading with students
- add component in between periods

Recommendation A – M/S that the Board support a Kootenay Ice Mid-Day Game tentatively scheduled for February 10, 2016.

2.2 New Grad Plan – Jason

A summary of the new Grad Plan updates from MOE were given: Highlights included:

- will mirror the K-9 draft curriculum
- supports both disciplinary and interdisciplinary learning
- expect more of core competencies, what schools think, what the Ministry knows, gave two examples of ways they may look at grad credit moving forward to a credit model and plan-driven model
- Superintendent of Achievement will be here May 27
- timeline for implementation – September 2017; expect firm draft this year
- two things in play – graduation assessment framework and provincial assessment on numeracy and literacy; moving away from subject based exams
- Overarching common content in new grad plan is Aboriginal cultures and history, diversity and equity

Questions:

Any discussion of cost implications in changing this? No, K-9 draft is out now not sure cost attached to that plan; when we talk about in-servicing elementary and secondary staff that would be off loaded to districts? We don't know at this point

How well represented do we feel as district in change process? 2 teachers are involved from our district at the provincial level; teachers are working behind the scenes

3. ITEMS FORWARDED FROM PREVIOUS MEETING

3.1 Adult Learning – Vulnerable Adult Learners

We have 33 courses being done by graduated adults currently throughout the DLC which equates to 4 FTE. Some schools do not have any graduated adults; MBSS has two adult graduate students. This does not affect school completion certificates; it is for graduates who have already received dogwood diplomas. A grant has been given to COTR to continue running these programs but will transition to user fee based model once grant has been depleted. SD5 does not run continuing education; impact would be greater if we did.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 DSAC Report

The District Student Advisory Council will be getting together again on June 8 in Fernie for continuation of leadership training and working on school goals. Chairperson Lento was very impressed with input of students from the Student Voice Forum and does not want to lose sight of this.

4.2 DPAC Report

BCCPAC AGM is this weekend in Vancouver. Feedback has been given with lots of discussion around proxy votes. Information was given on Bill 11.

4.3 Student Services

This item will be tabled for the next agenda. An update will be given on some of the drug and alcohol initiatives as well as sexual health initiatives in the district.

4.4 Strategic Planning

This item will be tabled for the next agenda.

4.5 Proposal – SD5 Education Partner Groups/MLA Meeting

Debbie Therrien, DPAC President has proposed a meeting take place with the MLA Bill Bennett to have a conversation around the districts' top priorities such as timely replacement of schools, CommunityLINK funding, voluntary census forms and better wages for our educational leaders, etc. He is one of our educational partners and all partner groups need to be at the table. Waiting to hear back from all partner groups.

Recommendation B – M/S that the Board meet with the MLA and all partners groups to discuss the districts' top priorities.

Discussion:

- an agenda needs to be set prior to

- the Board will talk about Bill 11 with the MLA and the partners groups will talk about issues mentioned
- two meetings shows how important these issues are
- The Board is meeting with the MLA on June 5. Perhaps the same date can be organized for this meeting?

4.6 Youth Conventions 2015

Posters are included in the agenda packages for the upcoming Youth Conventions as well as a Family Night on May 20. All trustees are welcome to attend.

4.7 Condom Pilot Project

Superintendent Hauptman brought forward information from Interior Health. This information has been sent to secondary schools. MBSS has been asked to be part of a pilot project but they have not yet heard back from Interior Health.

Discussion was held about the educational process in schools. IHA is using their public health nurses in schools/community more than ever. Superintendent Hauptman will find out details of process and report back at the next meeting.

5. BCSTA LETTERS

5.1 Excluded and Exempt Staff Compensation Freeze

Receive and file.

5.2 Adult Education

Receive and file.

5.3 Administrative Savings

Receive and file.

5.4 Existing Shared Services in Revelstoke & Saanich

Receive and file.

5.5 Meeting with BCSTA

Receive and file.

5.6 SSCFCS Recommendations

Receive and file.

5.7 2008 Education Guarantee policy changes

Receive and file.

5.8 Financing

Receive and file. Once the Board has met with the MLA we follow up with a letter of our own.

6. ADJOURNMENT

The meeting was adjourned at 10:25 a.m.

DRAFT



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

**April 27, 2015, 9:00 a.m.
Board Office**

**Committee Members
In Attendance:**

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

**Board/District Staff in
Attendance:**

**Trustee Bellina
Trustee Blumhagen
Trustee Johns
Chairperson Lento
Trustee McPhee
Lynn Hauptman, Superintendent
Jason Tichauer, Director of Instruction/Ab Ed
Diane Casault, Director of Instruction and Innovation
Darcy Verbeurgt, District Principal
Gail Rousseau, Executive Assistant (Recorder)**

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of April 27, 2015 was called to order at 10:34 a.m. by Co-Chair Brown.

1.2. Approval of the Agenda

POL-2015-05

M/S that the agenda for the Policy Committee meeting of April 27, 2015 be approved as circulated.

1.3. Approval of the Minutes

POL-2015-06

M/S that the minutes of the Policy Committee meeting of February 23, 2015 be approved as circulated.

2. POLICIES PASSED BY THE BOARD SINCE LAST MEETING

nil

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1. Revised Draft Policy and Regulations – Social Media Use

Comments/Suggestions/Changes:

- This policy speaks more to teaching staff and needs to speak to all staff including the Board and CUPE and parents
- Superintendent's letter regarding Social Media is on the website; add this letter as a reference to this policy
- Say "all employees as well as Trustees" throughout policy
- In the Regulations - 3.1 – General Code of Conduct – third sentence – may need stronger language than "this may require"
- Change to "It is expected that employees take reasonable steps"
- A discussion on item 3.3 took place - employees are expected to be role models in our profession; we are held at higher standard
- BCSTA has looked at this policy for the province; we take information from other policies that have already been vetted by our legal counsel

This draft policy, with corrections, will now be sent to partner groups.

3.2 Draft Policy – Sponsorship and/or Partnership

Still in progress.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1. Draft Policy 7.1

- Last sentence page 10 add 'and regulations' before governing
- Last sentence of first paragraph add "and regulations"

This draft policy, with corrections, will now be sent to partner groups.

4.2 Draft Policy 7.1Ra

- add "all employees including Trustees" throughout 7.1a
- item 4. and last paragraph on page 10 in Policy 7.1 is a contradiction – put "Non-work related use of " at the beginning of that sentence
- Item 6. – "services can be monitored" etc. - this statement needs to be clarified substantially; after the word services add "including but not limited to email, webpages, Facebook, etc."
- discussion on Section 7.1 – page 10 midway - the word trustee shows up; concerned about number 6 in 7.1a and signing our name - who is going to police this? It would be the technology department; flags of inappropriate site use go to the Technology Department i.e., streaming of movies from illegal sites

This draft policy, with corrections, will now be sent to partner groups.

4.3 Draft Policy 7.1Rb

- Items 3 and 4 talk about the same thing – combine them into one and use examples
- take out the word “professional” and put in “educational”
- Add the word “bullying” in number 4

This draft policy, with corrections, will now be sent to partner groups.

4.4 Student Use Agreement

- Previous agreement used to say internet agreement and now says Information and Communication Technology and Technology Services and that students have access to WIFI and student materials
- Policy 7.1 and Regulations will be included when students gets internet consent form – this is geared towards our parents
- Our original policy was 7.1; 7.2 was employee and 7.3 was student acceptable use
- should be included in student handbooks
- should be an online component of this when students log on to computer
- suggestion to add a rider for middle/high school students

5. INFORMATION ITEMS

Recommendation A – M/S that the Board approve the removal of Policy 7.2 and 7.3.

6. ADJOURNMENT

The meeting adjourned at 11:38 a.m.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT 5 SOUTHEAST KOOTENAY

DRAFT POLICY

SOCIAL MEDIA USE

SECTION 7.2

The Board of Education welcomes the responsible use of social media technologies and other forms of electronic communication to support learning and for School District business and communication purposes. This Policy and Regulations have been developed to provide all employees, as well as Trustees, with guidelines to understand the impact of social media and electronic communication and their appropriate uses in order to ensure professional communication standards and to mitigate both the School District's employees, as well as Trustees' exposure to risk.

The Board of Education recognizes the open nature of social media which is often used for both personal and professional purposes. However, professionalism remains of utmost importance. It may not always be clear when one is speaking on behalf of the District, sharing facts, or sharing personal/professional opinions. It is important to remember that we are subject to the same laws, policies, and expectations when interacting online as we would in-person.

This Policy is designed to clarify all employees, as well as Trustees' responsibilities when posting material online and exchanging electronic communications with students, parents and co-workers. This Policy and its Regulations apply to social media use and other electronic communications by all employees, as well as Trustees, whether during the work day or at other times, on the District network or from outside the District network and on District devices or personal devices. All employees, as well as Trustees, should be aware that there is not an expectation of privacy in social media use and electronic communications. Social media and electronic communications are subject to review by the Board of Education as reasonably required, including to investigate complaints of inappropriate use. Breach of this Policy and Regulations may result in disciplinary action up to and including termination.

Related By-laws, Policies, Contracts and Regulations:

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

Section 7.1 – Acceptable Use of Information and Communication Technology and Technology Services

[Ministry of Education, Teacher Regulation Branch](#)

[Copyright Laws in Canada](#)

[Letter from the Superintendent on Social Media](#)

THE BOARD OF EDUCATION SCHOOL DISTRICT 5 SOUTHEAST KOOTENAY

POLICY

ACCEPTABLE USE OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) AND TECHNOLOGY SERVICES

SECTION 7.1

The Board of Education believes in the benefits that ICT can bring to support teaching, learning and daily operating activities. ICT and technology services supplied by the Board of Education will be used in an appropriate manner. This includes, but is not limited to computers, laptops, tablets, personal digital assistants and other personal technologies, use of the internet, intranet and electronic based services, in essence, any device whether it be District-supplied or personal that connects to the District's network. All School Board staff, students, trustees, parents, school councils and other select individuals who are given access to the ICT and technology services are required to know and abide by this policy in order to ensure that ICT is being used in a safe and responsible manner. The use of personal devices on non-District networks, when used in the school learning environment, is also subject to this policy and regulations.

All users are responsible for ensuring that they use the ICT resources in an appropriate manner in accordance with School Board policies and procedures. School District ICT and technology services must be utilized in a legal, ethical, responsible and professional manner consistent with the educational, informational and recreational purposes for which they are provided. Access to ICT resources is a privilege, not a right and may be withdrawn if individuals do not comply with the School Board's policy and regulations governing the acceptable use of ICT.

Related By-laws, Policies, Contracts and Regulations:

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

Section 7.2 - Social Media Use

Student Code of Conduct

[Ministry of Education, Teacher Regulation Branch](#)

[Copyright Laws in Canada](#)

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT 5
SOUTHEAST KOOTENAY**

REGULATION

**EMPLOYEE ACCEPTABLE USE OF
INFORMATION AND
COMMUNICATION TECHNOLOGY
(ICT) AND TECHNOLOGY SERVICES**

SECTION 7.1aR

REGULATIONS:

1. It is the responsibility of all SD5 Employees including Trustees using the District's ICT and technology services to keep their passwords confidential to protect themselves, their data and School District data. Accounts or personal information must never be shared or distributed to others.
2. All Employees including Trustees must never use another person's account.
3. ICT and technology services must be used in a legal, ethical, responsible and professional manner. (For example, distributing obscene, abusive, racist, threatening, unsolicited e-mail messages, or sexually/harassing messages or material is unacceptable).
4. ICT and technology services are the property of the School District and are subject to provisions under the Freedom of Information and Protection of Privacy Act.
5. Non-work related use of ICT and technology services must not interfere with the performance of an employee's employment responsibilities.
6. The use of ICT and technology services during non-scheduled hours of work for personal reasons must be in accordance with these Regulations and must not incur additional cost to the School District, whether through the consumption of computer cycles, labour costs, printers, paper, storage media or other resources.
7. ICT and technology services use may be monitored without warning and inappropriate usage may be cause for cancellation of privileges and/or disciplinary action up to and including dismissal.
8. All employees including Trustees are responsible to ensure they have reviewed these Regulations prior to making use of School District ICT and technology services.

Name: _____ Signature: _____ Date: _____



School District 5 (Southeast Kootenay)
Information and Communication Technology and Technology Services
Student Use Agreement

School Name

School Address

Phone: Fax: Email: @sd5.bc.ca

I have read and understand Policy 7.1 (Acceptable Use of Information and Communication Technology and Technology Services) and the accompanying Regulations. I know that the school and the School District do not control the content of the Internet. I further understand that if my child violates the school rules, he/she will be subject to disciplinary actions.

This form must be signed and returned to the school. Once this form has been received and placed on file, it will be valid while your child is in the school, unless you wish to terminate your child's access and privileges.

Student Name: _____

_____ I hereby authorize the school to allow the above named child to access Information and Communication Technology and Technology Services. I acknowledge that should I wish to terminate my child's privileges, I must do so in writing to the school administration.

_____ I do not wish my child to have access to Information and Communication Technology and Technology Services.

Parent Signature: _____

Date: _____

Student Signature: _____

Date: _____



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

**April 27, 2015, 11:30 a.m.
Board Office**

Committee
Members in
Attendance:

Co-chair Trustee Helgesen
Co-chair Trustee Bellina
Trustee Johns
Trustee Whalen

Board/District Staff
in Attendance:

Trustee Ayling
Trustee Blumhagen
Trustee Brown
Chairperson Lento
Trustee McPhee
Superintendent of Schools, L. Hauptman
Secretary Treasurer, R. Norum
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning and Innovation, D. Casault
Director of Student Learning and Aboriginal Education, J. Tichauer
District Principal/Student Services, D. Verbeurgt
Recorder, Corinne Burns

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The public Finance/Operations/Personnel Committee meeting of April 27, 2015 was called to order at 11:47 a.m. by Co-chair Trustee Helgesen.

1.2. Approval of the Agenda

MOTION FOP-P-2015-5

M/S that the agenda of the public Finance/Operations/Personnel Committee meeting of April 27, 2015 be approved as circulated.

CARRIED

1.3. Approval of the Minutes

MOTION FOP-P-2015-6

M/S that the minutes of the public Finance/Operations/Personnel Committee meeting of February 23, 2015 be approved as circulated.

CARRIED

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Mr. Norum reported that he has taken into consideration the requests from the CFTA budget presentation and they are highlighted in the Budget binder.

3. DELEGATIONS/PRESENTATIONS

Nil

4. NEW BUSINESS

Nil

5. ITEMS FOR INFORMATION

5.1. Safety Report

Attached - no discussion

5.2. Kootenay Private School Report

Mr. Norum reported the attached report was for the Board's information.

5.3. Financial Report

Mr. Norum reported traditional housing is included in the transportation portion of the report for the funding of housing for rural teachers. We do not have any rural teaching housing.

6. QUESTION PERIOD

Nil

7. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of April 27, 2015 adjourned at 11:57 a.m.

8. LATE ITEMS

Communications Committee Report

Sent Media release(s)/Letters:

- None

Media release(s)/Letters for distribution:

- None

Media Releases/Letters in the works:

- None

Published/Media-Related Activities:

- None

Trustee Ayling Report

Chamber luncheon – Apr 15

KCTS mtg –Apr 16

AW PAC –Apr 20

Budget mtg –Apr 23

Committee mtgs –Apr 27

Budget mtg –May 4

CDTA exec mtg –May 6

Humanities Network mtg – May 7

MBSS drama, The Drowsy Chaperone –May 7

Curriculum Workshop –May 11

Trustee Bellina's Report

March 2nd - BCSTA Conference Call re Budget/Funding Announcement

March 9th - FJMES PAC Meeting

March 10th - Board Meeting Fernie Secondary

April 14th - Tour of MBSS and Board Meeting

April 16-19th - BCSTA AGM and Provincial Council Meeting

April 21st - SSS PAC Meeting

April 23rd - Budget Meeting

April 27th - Committee Day

April 29th - Sparwood Early Years Community Information Meeting

April Trustee Report—Jacqueline Blumhagen

Apr. 7 --PAC Meeting

Apr. 13 – RSA day in Kimberley

Apr. 14 –Board Meeting in Cranbrook and Mount Baker Tour

Apr. 15-19 – AGM in Vancouver

Apr. 20 –Strong Start Participant in Jaffray

Apr. 23 – Teacher Appreciation Lunch (Missed budget meeting)

Apr. 27 – Committee Meetings in Cranbrook

May 4 – Budget Meeting Cranbrook, Heritage Inn

May 11 – Curriculum Presentation Cranbrook, Heritage Inn

*I have also been an adult supervisor with our swim lessons program this month.



School District No. 5
From the Office of the Superintendent

To: Trustees
From: Lynn Hauptman
Date: May 12, 2015
Re: Monthly Report to the Board

Purpose of this Report:

As the Board's Chief Executive Officer, the Superintendent of Schools is accountable for the day-to-day operations of the school district and for ensuring that the Board is aware of how the school district is doing in all areas of its operations.

Enrolment report – see attached

Superintendent's Activities

College of the Rockies/Transitions

We (Brent Reimer, Jason Tichauer and I) were very fortunate to be able to meet with UVic Associate Dean of Undergraduate Studies (Dr. Helen Raptis) to discuss district needs both in the teacher education program and in future hiring as well as how the COTR and the UVic partnerships can continue to help.

The future directions based on earlier feedback from our district and others have been seriously considered and we were very happy to hear of the future offerings that will be included either here or at the UVic Campus. They are looking to offer a Professional certificate in teaching French immersion and a fifth year in Special Education. We also discussed degrees in Trades at an accelerated pace.

Music Monday

I am writing this prior to Music Monday that takes place on Monday, May 4th but I know that even though we don't have a big community event this year many schools are still celebrating music at their individual schools. We are so blessed to have our music educators who help infuse their passion within our students whether it is through choir, band or musical theatre!

Travel

I also had the opportunity to attend the BCSSA Spring Forum where the theme was "Supporting Success for Each Learner". Teachers Faye Brownlie, Leyton Schnellert & Shelley Moore spent the day on the very important and timely topic of Inclusion: A Belief for All. You can see these very powerful presentations at <http://www.bcssa.org/springforum2015/>

Attending the BCSTA Conference and AGM with of our trustees was also a highlight. Great speakers, wonderful presentations and deep discussions about educational issues abounded.

PE Inquiry Project at IDES

Carissa Hart, our Physical Education teacher at Isabella Dicken Elementary School, has created an inquiry project for her PE classes and has applied for and received a Healthy Schools grant of \$750.00 for a Push Up Power project which revealed impressive results! For more information see <http://healthyschoolsbcca/story/255/push-up-power#.VUJAx4vnaUk>

5th Annual Beijing Summer Camp

School District 5 students, age 14-18 from Cranbrook and Elk Valley, have been chosen to attend a summer camp in Beijing from July 14-23, 2015 in partnership with the Beijing International Education Exchange. There are 40 students representing B.C. at this year's camp and 4 are from School District 5.

Gold/Silver Sweep at Provincial Skills Competition

Skills BC Winners who attended the Provincial Competition mid-April were:

Tyler Daigle, MBSS, Cabinetmaking, Ravindu Ranasinghe, MBSS, Robotics, Adam Webster, MBSS, Robotics, Bill Walker, MBSS, Robotics, Joshua Zamoura, MBSS, Robotics, Cam Wilson, MBSS, Robotics, Noah Marasco, MBSS, Robotics, Brennan Weaver, MBSS, Robotics, Riley Holliday, MBSS, Robotics, Devon Kennedy, MBSS, TV/Video Production, Brandon Ouillette, MBSS, TV/Video Production, Kyle Klippenstein, Elkford Secondary, Carpentry

The MBSS Robotics Team won Gold and the MBSS TV/Video Production Team won Silver! Great Job!

Both teams are off to Saskatoon for the National Competition in May!

Earth Day Activities

Some of the projects/events that took place around the District on Earth Day included:

- Trash Bash
- Walking/biking to work
- Litter less lunches and snacks (no garbage)
- Turn off lights when you leave a room
- Clean up of school yards, neighborhoods and community
- Lunchtime garden group
- Planting of edible seedlings in recycled containers
- Selling reusable water bottles
- Trash fashion show
- Earth Day Open Mic

Finance/Operations Updates:

- Budget preparation including final staffing decisions and preparing the Budget Bylaw for the May 12th Board meeting
- Meeting on International Education, Distributed Learning, Hockey Academy, IDES enrolment increase
- Updating the budget binder – thank you Corinne and Colleen
- Setting up the Kootenay Boundary Branch bank account
- Review and discussion about the off-leash dog area on School District property

Update from the Director of Instruction/Student Learning

Professional Learning 2015-16

Carole Fullerton is slated to return to SD 5 for the 2015-16 school year. She will once again be working with teachers to further develop their Math tool kit. Dates, grade levels and session specifics will be shared at a later date.

Changing Results for Young Readers

Once again a thank you goes out to Deb Kennedy and Carol Johns for their work with the Changing Results for Young Readers initiative. (CR4YR). Both the primary project and the adolescent project proved very successful. Conversations regarding next year's plans will be happening soon.

Technology Update (PLN, MyEducationBC)

SD 5 technology roll-out plan is on track, in fact slightly ahead of schedule.

This summer and into the fall we will be completing FSS, ESS, SSS, JESS as well as the Cranbrook Board Office. Thanks to the tech team for staying on top of all concerns and re-evaluating and making adjustments to the plan as we move forward.

MyEducationBC: Train-the-trainer is now complete. Team members include: two counsellors, one elementary teacher, two clerical and three administrators. (Two other teacher names were also brought forward but they were not able to attend the training). The District Implementation Team will be reviewing the next steps both for Elementary training and the middle/secondary training and support for the conversion in August. As a result of teacher feedback, we have planned to move forward with training for the following schools: GTES, AWES, FJMES, IDES, RMES and extra support days for KOES. Training for HES, JESS, and SES will occur in the fall.

Update from the District Principal/Student Services

The two Student Services Coordinators, Maggie Lindsay-Tadey and Stacey Short, the School Psychologist, Trina Anderson, and Darcy Verbeurgt attended the BC – Council of Administrators in Special Education (BC-CASE) April 23rd and 24th. The theme was A Framework for Leadership “Vibrant Learning Communities.” All attending came away with a recharged focus on welcoming diversity and planning for personalized learning.

There has been a continued focus on the budget for next year. We have accounted for adjustments in the student population and support for those with unique needs.

Numerous information and planning meetings were attended this month: Allied Services with Interior Health Authority, and The Child and Youth Mental Health and Substance Use Collaborative Action Team.

Update from the Director of Instruction/Human Resources

Staffing processes for the coming school year is now under way. Necessary District initiated teacher transfers and possible layoff of continuing teaching staff to meet budgetary requirements will be completed shortly. Once that has been completed, teacher initiated transfer requests will be considered. Following, the post and fill process for available teaching vacancies will begin starting the first week of June. We anticipate 2 rounds of teacher postings by the end of the first week of July.

CUPE staffing processes will begin towards the middle of May. The District will first issue any necessary layoff notices for budgetary reasons. Postings for available positions in schools will follow.

We have advertised for Qualified TTOCs, casual Educational Assistants and custodial positions. We will be interviewing for anticipated casual vacancies towards the first week of June for the upcoming school year.

The district will be implementing an electronic post and fill system for teaching staff in the next few weeks. Prior to its implementation, training sessions will be held to guide teachers through the new process. We look forward to this new improvement to bring another efficiency to the district.

We have one vice principal vacancy in Frank J. Mitchell that has opened this year due to Barb Endicott’s retirement. We will be advertising this position shortly and would like to thank Barb for her years of dedicated service to students and staff of School District 5. Good luck in your retirement!

Update from the Director of Student Learning and Aboriginal Education:

Skills Training

Project Heavy Duty returns to the Elk Valley this month! There is a very exciting line up of events for our youth in Sparwood on the 12th and 13th. Students have already completed their first aid component, and look forward to the 'hands on' part of the program.

Aboriginal Education

This month, we will be gathering our Enhancement Agreement Review Committee together for our last large-group meeting of the year. This will be an important meeting as we set up our structure for moving into next year to start constructing our new Agreement. We will be spending a considerable amount of time over the next school year drafting a new EA with our educational partners.

College of the Rockies Connections

We have been fortunate to have some new partnership opportunities with College of the Rockies that we are looking at. There is movement, from the College, towards honouring Mount Baker Robotics students with course credit at COTR based on their robotics work at the school level. We are very excited to pursue these types of true dual credit opportunities that honour the successes of our students. Kudos to Bill Walker and team for establishing a program worthy of this type of academic consideration.

As well, we were able to meet with COTRs UVic contacts with our feedback on their Education program. They are looking at some inventive ways of honouring Red Seal Tradespeople entering their Education faculty.

Distributed Learning

Our SD5 Distributed Learning School, Kootenay Discovery School, underwent a Quality Review with representatives from ELearning from the Ministry of Education. This Review is not an Audit, as there is no budgetary opinion as part of the process. What it does do is interview the principal of the school, all staff members (teaching and support staff), parents and students of the school as well as me as the district representative. We look forward to the report detailing ways we can improve service to our students.

Erase Training

Level 3 Erase training is happening this week. We have 23 SD5 employees who will be participating in this new training. Our understanding is that a large part of this training will be the establishment of 'Safe School Teams', as well as a sizable mental health component.

Important Dates for Trustees:

Committee Meetings – May 25

Youth Conventions – May 20 & 21 – COTR all day

Grads: ESS – June 25 at 1:00 p.m.

SSS – May 30 at 6:00 p.m.

FSS – June 26 at 2:00 p.m.

MBSS – June 25 at 5:00 p.m.

Retirement Dinner – June 11 at 5:30 p.m.

Lynn Hauptman
Superintendent

School District 5 Enrolment - May, 2015

School	Student Funded FTE Sept 30,14	Student FTE May 1,15	Difference
Amy Woodland Elementary	251	247	(4)
Elkford Elem/Secondary	175.625	164	(12)
Fernie Secondary	286	278.5	(8)
Frank J. Mitchell Elementary	347	346	-1
Gordon Terrace Elementary	265	271	6
Highlands Elementary	259	259	0
Isabella Dicken Elementary	380	378	0
Jaffray Elem. Junior Secondary	167	168	0
Kootenay Discovery School	24.875	11	(14)
Kootenay Educational Services	69.75	75.75	6
Kootenay Orchards Elementary	238	236	(2)
Laurie Middle	298.5	301	3
Mount Baker Secondary	863.625	804	(60)
Parkland Middle	448	455	7
Pinewood Elementary	116	115	(1)
Rocky Mountain Elementary	217	223	6
Sparwood Secondary	267	258.875	(8)
Steeple Elementary	151	146	(5)
T.M. Roberts Elementary	353	353	0
Total District	5177.375	5090.125	-87.25

**CAPITAL PROJECT BYLAW – PROJECT NO. 126869
ANNUAL FACILITY GRANT**

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 \$1,171,291 for Project No.126869 is hereby adopted.
- 2. This bylaw may be cited as "School District No. 5 (Southeast Kootenay) Capital Project Bylaw 126869".

READ A FIRST TIME the 12th day of May, 2015.

READ A SECOND TIME the 12th day of May, 2015.

READ A THIRD TIME, PASSED and ADOPTED the 12th day of May, 2015.

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 126869, adopted by the Board the 12th day of May, 2014.

Secretary Treasurer

**CAPITAL AMENDMENT BYLAW NO. 126799 -A
ROCKY MOUNTAIN ELEM. SCHOOL RESTORATION GRANT**

A BYLAW by the Board of Education of School District No. 5 (Southeast Kootenay) (hereinafter called the "Board") to amend a Capital Project of the Board pursuant to Sections 143 (3) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS by Capital Amendment Bylaw No. 126799-A the Board adopted capital bylaw specifying a total maximum allocation of \$ 3,100,000.

AND WHEREAS the Minister of Education has approved an additional maximum allocation of \$ 900,000 for Project No.126799 to the capital plan.

NOW THEREFORE the Board enacts as follows:

1. The Capital Amendment Bylaw of the Board specifying a total maximum allocation of \$4,000,000 is hereby adopted.
2. This Bylaw may be cited as School District No. 5 (Southeast Kootenay) Capital Amendment Bylaw No. 126799-A.

READ A FIRST TIME THE 12th DAY OF May, 2015;

READ A SECOND TIME THE 12th DAY OF May, 2015;

READ A THIRD TIME, PASSED AND ADOPTED THE 12th DAY OF May, 2015.

Board Chair

CORPORATE SEAL

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No.5 (Southeast Kootenay) Capital Amendment Bylaw No. 126799-A adopted by the Board the 12th day of May, 2015.

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 2015/16 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 2015/16.
3. The attached Statement 2 showing the estimated revenue and expense for the 2015/16 fiscal year and the total budget bylaw amount of \$61,058,628 for the 2015/16 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 2015/16.

READ A FIRST TIME THE 12^H DAY OF May, 2015.

READ A SECOND TIME THE 12TH DAY OF MAY, 2015.

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2015.

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 5 Southeast Kootenay Annual Budget Bylaw 2015/2016, adopted by the Board the _____ day of _____, 2015.

Secretary Treasurer

As part of the establishment of 12 BC Early Years Centres Test Sites across BC this past year, the Provincial Office for the Early Years has gained some early indicators of success that support the development of the BC Early Years Centres. This document summarizes some of these early insights.

Key Partnerships:

- BC Early Years Centres improve outcomes for families across the province when key partners participate to collocate/coordinate programs and services. These partners have included school districts, health authorities, regional Ministry of Children and Family Development (MCFD) staff, local early years planning table and municipalities. The success of the initiative relies on commitment and buy-in from every level of system.
- First Nations, Urban Aboriginal and Metis leaders need to be included early in the planning process for the EYC. Engagement of Aboriginal communities and leadership will help ensure the EYC is accessible and relevant.
- The careful consideration of roles and responsibilities of partners should be openly discussed and outlined.
- An EYC may wish to consider who else needs to be included to support an integrated service delivery model and identify additional resource levers that can be maximized. The systems lever diagram provides some examples of the policy and resource levers employed by local governments, school districts, or health authorities to integrate efforts in the early years.
- It is also worth considering stakeholders outside the current partnership- for example, conversations with Service BC in the promotion of your Centre.

Common language

- To ensure the vision of an early years centre moves forward, establishing common language with definitions will support all partners and families involved.
- Branding information provided by the Provincial Office for the Early Years to support signage and print materials will help ensure community members come to recognize the EYC and what it can offer families with young children. There are specific recommendations related to co-branding of Satellites and Partners. Use of these branding materials is particularly important/valuable in the hub and spoke model of an EYC.

Models of an Early Years Centre

- A specific 'model' for an EYC was not prescribed by the province. Existing EYCs include: physical sites (where a number of programs and services have co-located to improve access for families); hub and spoke models (where one physical site serves as the epicentre of coordination of programs and have a number of 'spokes' that deliver programs and services (via satellites or partners); and virtual sites that offer an online integrated web presence.

- Early learning suggests that the colocation model and the hub and spoke model facilitates relationship building between professionals.

Expectations (both short term and long term)

- The concept of an early years centre requires short and long term strategies for families and service providers.
- Consider realistic timelines and achievable plans to meet the strategies intended.
- Sometimes key partners may have to shift their priorities beyond traditional boundaries

Enhancing Service Accessibility

- Broadening reach and supports for families is strengthened by working together rather than apart.
- Barriers to access for families are structural and relational
- A true families-first philosophy and holistic approach supports access.

Health Authorities

Examples of Levers:

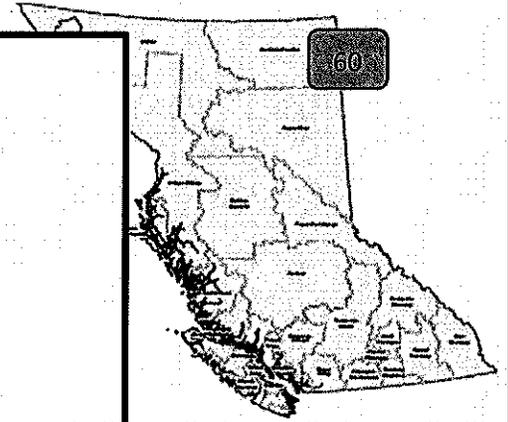
- Common “checkpoint” for perinatal women, infants/toddlers, and families
- Public health screening programs, preventative services
- Public health professionals (e.g., nurses)
- Key referral point to supports and services
- Health-related promotional messaging (websites, etc.)
- First Nations Health Authority
- Implementation of Provincial strategies at local level
- Health data
- Child care licensing



School Districts

Examples of Levers:

- Physical space (schools, playing fields)
- Entry into kindergarten expertise
- Link to Aboriginal communities (enhancement agreements)
- Universal access starting at 5 years
- Legislative authority to administer early years programs such as StrongStart BC
- Control over community use of schools



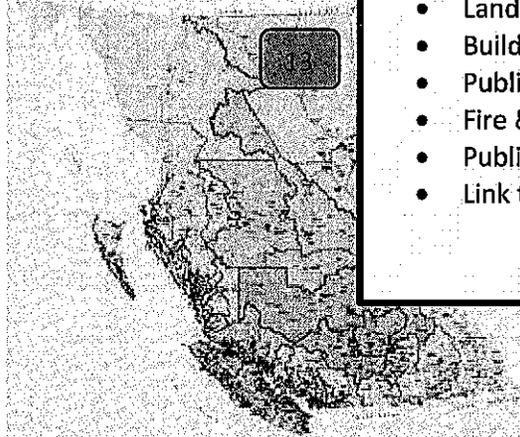
Municipalities



Examples of Levers:

- Physical space (parks, recreation facilities, libraries)
- Human resources & expertise (e.g., librarians, parks & recreation staff, administrative, planning staff)
- Land use planning (Official Community Plans & zoning)
- Building permits & business licenses
- Public transportation
- Fire & police
- Public health regulation
- Link to Aboriginal communities (service agreements)

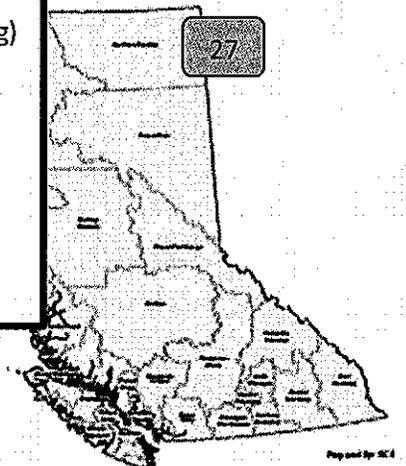
MCFD Local Service Delivery Areas



Examples of Levers:

- Aboriginal-specific programming
- Infant Mental Health services
- Child welfare/protection professionals
- Children with Special Needs/Autism funding
- Early Intervention Therapies including Speech Language, OT and PT

Regional Districts



Examples of Levers:

- Land use planning (Regional Growth Strategies, Electoral Area land use planning)
- Municipal services to residents of Electoral Areas
- Other levers municipalities agree to consolidate (e.g., parks & recreation, libraries)



April 20, 2015

Cliff: 181377

Dear District Superintendent,

In 2013, the provincial government released the Early Years Strategy (the Strategy) which focusses on a “one government” approach to ensure that ministries and community organizations are working together to support healthy early childhood development. Both at the government level and through the involvement of school districts, health authorities, early childhood development professionals and child care providers, we need to strengthen our partnerships and work together to address children’s vulnerability and to support the health and well-being of all children.

A key component of the Strategy is the development of a network of Early Years Centres across the province. The purpose of the BC Early Years Centres is to offer a convenient single point of access to a range of services, information, and support for families with young children. Their purpose is also to represent a range of innovative approaches to coordinate and integrate programs and services that address fragmentation and service gaps to better meet the needs of families.

In 2014, 12 community organizations were selected to host the initial test sites. More recently, 14 new sites have joined the BC Early Years Centre network. We are pleased to let you know that a new BC Early Years Centre is located within the geographical area of your school district. For your convenience, the contact information for all the BC Early Years Centres is attached.

BC’s education system is transforming to be more flexible, dynamic and adaptable, to better prepare our youngest learners for a bright future. Working collaboratively with BC Early Years Centres and other early childhood development professionals within your school district is helpful in this transformation process as we find better ways to meet the needs of students and communities.

In the near future, the Executive Director of the local Early Years Centre will be contacting you to explore ways to better support the coordination of community early years initiatives and services. More information about the Early Years Centres is available at www.mcf.gov.bc.ca/early_years/centres.htm

Thank you for your continued commitment to the early years.

Sincerely,

A handwritten signature in black ink, appearing to read "J McCrea". The signature is fluid and cursive, with the first letter of each name being capitalized and prominent.

Jennifer McCrea
Acting/Assistant Deputy Minister

Attachment (1)

cc: Tessa Graham, Executive Lead, Provincial Office for the Early Years

Phase 2 – BC Early Years Centres					
Area	Host Agency	Contact	Email	Phone #	Address
Abbotsford	School District #34	Kevin Godden Andrea Senft Julie Rousseau	kevin_godden@sd34.bc.ca andrea_senft@sd34.bc.ca julie_rousseau@sd34.bc.ca	604-859-4891	2790 Tims Street Abbotsford, BC V2T 4M7
Bulkley Valley	Bulkley Valley Child Development Centre	Kerri Kluss	director@bvcdc.ca	250-847-4122	PO Box 995- 3350 Poplar Rd Smithers, BC VOJ 2N0
Cranbrook	Community Connections Society of Southeast BC	Kim Levie Charlene Stropky	klevie.ccs@shaw.ca Charlene.IDP@shaw.ca	250-426-2976	100 - 125 - 10 Avenue South Cranbrook, BC V1C 5S8
Fort St. John	Child Development Centre society of Fort St. John and District	Penny Gagnon	penny.gagnon@cdcfsj.ca	250-785-3200	10417 - 106th Avenue, Fort St. John, BC V1J 2M8
Francophone	Federation des parents francophones de C.-B.	Marie-Andree Asselin Shannie Harvey	maasselin@fpfcb.bc.ca sharvey@fpfcb.bc.ca	604-736-5056	223 - 1555 W 7th Avenue Bureau 223 Vancouver, BC V6J 1S1
Kamloops	Kamloops Community YMCA-YWCA	Janis Arner Colin Reid	kamloopsccrr@shawlink.ca creid@kamloopsy.org	250-376-4771	435 McGowan Avenue Kamloops, BC V2B 2P2
Kaslo - North Kootney Lake	North Kootenay Lake Community Services Society	Janice Murphy	janicemurphy@nklcss.org	250-353-7691	336 "B" Avenue / PO Box 546 Kaslo, BC V0G 1M0
Kitimat	Kitimat Child Development Ctr. Assoc.	Meagan Smith Margaret Warcup	MSmith@kitimatcdc.ca mwarcup@kitimatcdc.ca	250-632-3144	1515 Kingfisher Avenue Kitimat BC V8G 1S5
Squamish	Sea to Sky Community Services Society	Lois Wynn Suzie Soman	lois.wynne@sscs.ca suzie.soman@sscs.ca	604-892-5796	38144 - 2nd Avenue / PO Box 949 Squamish, BC V8B 0A7
South Surrey- White Rock	Association of Neighbourhood House / PBA Alexandria Neighbourhood House	Penny Bradley Ria Hubbard Erin Balmer	pbradley@alexhouse.net rhubbard@alexhouse.net EMBalmer@surrey.ca	604-535-0015	2916 McBride Avenue Surrey, BC V4A 3G2

Surrey	Options Community Services	Christine Mohr Katherine MacIntyre Ruth Beadsley	Christine.mohr@options.bc.ca ruth.beardsley@options.bc.ca Katherine.MacIntyre@options.bc.ca	604-613-5363 604-782-9507	9815 - 140th Street Surrey, V3T 4M4
Tri-Cities	SHARE Family & Community Services Society	Martin Wyant John Maddalozzo - Director Early Years Programs & Services	martin.wyant@sharesociety.ca john.maddalozzo@sharesociety.ca	604-529-5126 604-529-5133	200 - 25 King Edward St. Coquitlam, BC V3K 4S8
Williams Lake	Contact Women's Group Society (Women's Contact Society)	Irene Wilse Beulah Munson	ed@womenscontact.org manager@womenscontact.org	250-392-4118	51A South Fourth Avenue / PO Box 4094 Williams Lake, BC V2G 2V2
Windermere Valley	Family Resource Centre of Invermere	Pat Cope Megan Fazackerley Michele Neider	pcope@familyresourcecentre.ca mfazackerley@familyresourcecentre.ca mneider@familyresourcecentre.ca	250-342-5566	1317 - 7th Avenue / PO Box 2289 Invermere, BC V0A 1K0

BC Early Years Centres Test Sites

Area	Host Agency	Contact	Email	Phone #	Address
Comox	Comox Valley Child Development Association	Joanne Schroeder – Executive Director Michelle Guthrie – EYC Coordinator	joanne@cvcda.ca Early.Years@cvcda.ca	250.338.4288 e.233 250-338-4288 e.239	237 – 3rd Street Courtenay, BC V9N 1E1
Delta	REACH Child and Youth Development Society	Renie D’Aquila - Executive Director Denise Sheridan - EYC coordinator	renied@reachdevelopment.org denises@reachchild.org	604.946.6622 e.301 778- 578- 7840	11415 – 84th Avenue Delta, BC V4C 2L9
Golden	Golden community Resource Society	Connie Barlow – Executive Director Joanne McCullough - ECDC Coordinator Karen Wansall - EYC coordinator	cbarlow.gcrs@gmail.com goldenecdc@gmail.com GoldenEarlyYearsCentre@gmail.com	250.439.8388 250.272.0425	423 – 9th Avenue Golden, BC V0A 1H0
Langley	Langley Child Development Centre	Lynne Pearson - Executive Director Alicia Stark - Early Years Coordinator	lpearson@langleycdc.com earlyyearscoordinator@langleycdc.com	604.534.1155 604-882-0732	20766 – 80th Avenue Langley, BC V2Y 1X6
Mission	Fraser Valley Child Development Centre	Karen McLean Executive Director Laura Wilson - EYC coordinator	kmclean@fvcdc.org ecdcommittee@shawbiz.ca	604.852.2686 e.227 604.820.4367	32065 Van Velzen Avenue Mission, BC V2V 2G6

Peninsula	Beacon Community Services	Elaine Venables – Director of Children’s Programs and Counselling Services Lisa Fenton – EYC Coordinator	evenables@beaconca.ca teamchildcare@hotmail.com	250.655.5300	1649 Mount Newton X Road Saanichton, BC V8M 1L1
Penticton	Penticton & District Community Resource Society	Tanya Behardien – Executive Director Wendy Kenward –Community Development Annie Reinhard - Nqsilt Early Years Facilitator	tbehardien@pdcrs.com WKenward@pdcrs.com areinhard@pdcrs.com	250.492.5814	330 Ellis Street Penticton, BC V2A 4L7
Revelstoke	Revelstoke Community Childcare Society	Linda Chell Executive Director Tracy Spannier - EYC Coordinator	revelstokeccrr@live.ca revelstokeecd@gmail.com	250.837.6669 250 805-2305	Rm 124 – 1001Mackenzie Ave Revelstoke, BC V0E 2S0
Sooke	Sooke Family Resource Society	Nicky Logins – Executive Director Daphne Raymond – Program Manager Sharon McIntosh – EY Coord./Navigator	nlogins@sfrs.ca draymond@sfrs.ca SMcintosh@sfrs.ca	250.642.5152 e.224 250-642-5152 e.247 250-217-9243	6672 Wadams Way, Sooke, BC, V9Z 0H3 and 345 Wale Road Colwood, BC V9B 6X2
South Cariboo	Cariboo Family Enrichment Society	Lisa De Paoli – Executive Director Sheila Glen -Early Years Manager Erica Henderson- Early Years Coordinator	ldepaoli@cariboofamily.org sglen@cariboofamily.org ehenderson@cariboofamily.org	250.395.5155	#1 – 486 Birch Avenue 100 Mile House, BC V0K 2E0
Sunshine Coast	Halfmoon Bay/Chatelech Community School Association	Kirsten Deasey – Early Learning Coord. Jo-Anne Chiasson - EYC coordinator	kdeasey@sd46.bc.ca sunshinecoasteyc@gmail.com	604.741.5787 604.989.5458	5538 Shorncliffe Avenue Sechelt, BC V0N 3A3
Vanderhoof	Carrier Sekani Family Services	Dawne Persson – ECD Manager Mabel Louie - ED of Health Services Pat Williamson – Early Years Coordinator	dawne@csfs.org mabel@csfs.org pwilliamson@csfs.org	250.567.2900	240 Stewart Street Vanderhoof, BC V0J 0A8