



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

May 15, 2017, 3:00 p.m.
Board Office

Pages

1. COMMENCEMENT OF MEETING

1.1 Call to Order

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

1.2 Consideration and Approval of Agenda

M/S that the agenda for the regular public meeting of the Board of Education of May 15, 2017 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 April 11, 2017 be approved as [circulated/amended].

1.4 Receipt of Records of Closed Meetings

9

M/S to accept the closed records of the in-camera meeting of the Board of Education of April 11, 2017.

1.5 Business Arising from Previous Minutes

1.6 Receiving of Delegations/Presentations

1.6.1 MBSS Student Keesha Steppan (1 of 10 student writers heading to Ottawa)

Keesha Steppan and Leigh Cormier presenting

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

10

Recommendation A

M/S that the Board support the Rainbow Crosswalk Project at Fernie Secondary School.

Recommendation B

M/S that the Board write a letter of support to Rob Gay, Chair of the Kootenay Boundary Broadband Committee in support of their application to the Connect Innovate Program.

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

2.2 Policy Committee

14

Recommendation A

M/S that Policy 3.20 Summer School Instruction be sent to the Board of Education for deletion.

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

2.3 Student Service Committee

18

Recommendation A

M/S that we develop a pilot project for K-3 students, one school in the Elk Valley and one in Cranbrook, to implement the intent of Motion R-17-48.

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

2.4 Finance/Operations/Personnel Committee

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Recommendation A

M/S that Mr. Norum research the cost of installing flashing lights at each of the SD 5 Schools in partnership with the Municipalities and Regional District of East Kootenay.

Recommendation B

M/S that the Board defer the presentation by the Student Services Coordinators to the September Committee meeting.

Recommendation C

M/S that the Board approve the mileage rate of .53/km across the District effective July 1, 2017.

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

2.5 BCSTA /Provincial Council

2.6 Communications/Media Committee

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

2.7 Mt. Baker / Key City Theatre Replacement Committee

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

2.8 Legacy of Learning

M/S to accept the Legacy of Learning report.

2.9 Trustee Reports

25

3. SUPERINTENDENT'S REPORT TO THE BOARD

29

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

4. CHAIRPERSON'S REPORT

5. NEW BUSINESS

5.1 Audit Tender - BDO Canada LLP

37

5.2 17/18 Annual Budget Bylaw

6. TRUSTEE BOUQUETS

7. ITEMS FOR INFORMATION/CORRESPONDENCE

7.1 BCPSEA Regional Mtg - Wed, June 7, 2017 1:00 pm - 5:00 pm Cranbrook Board Office

7.2 Trustee Pro-D

39

8. QUESTION PERIOD

9. ADJOURNMENT

M/S that the May 15, 2017 regular public meeting of the Board of Education adjourn at [time].

10. LATE ITEMS



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

**April 11, 2017, 3:00 p.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/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 April 11, 2017 regular public meeting of the Board of Education to order at 3:15 p.m.

1.2 Consideration and Approval of Agenda

Additions: 5.3 May Board Meeting change
5.4 Columbia Institute High ground

MOTION-R-17-58

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

CARRIED

1.3 Approval of the Minutes

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

MOTION-R-17-59

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

CARRIED

1.4 Receipt of Records of Closed Meetings

MOTION-R-17-60

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

1.5 Business Arising from Previous Minutes

None

1.6 Receiving of Delegations/Presentations

None

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

No meeting in March.

2.2 Policy Committee

No meeting in March.

2.3 Student Service Committee

No meeting in March.

2.4 Finance/Operations/Personnel Committee

No meeting in March.

2.5 BCSTA /Provincial Council

BCSTA AGM April 21-23, 2017

Trustee Bellina has accepted a request to be a member on the Credentials Committee.

2.6 Communications/Media Committee

Trustee Ayling reported:

MOTION-R-17-61

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

CARRIED

2.7 Mt. Baker / Key City Theatre Replacement Committee

Trustee Johns distributed an article from the Townsman regarding the Anniversary Gala for the Spectacular Spectacular at the Key City Theatre.

WSP reported their findings at the April 5, 2017 presentation on the short term and long term items at Mt. Baker/Key City that need to be addressed.

Trustees have all been provided a copy of the report.

MOTION-R-17-62

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

CARRIED

2.8 Legacy of Learning

Trustee Johns reported the Legacy of Learning did not put out a display at the RCA day April 10, 2017 as planned.

MOTION-R-17-63

M/S to accept the Legacy of Learning report.

CARRIED

2.9 Trustee Reports

Trustees reported on their activities for the month.

Trustee Mcphee distributed two letters to the trustees for their signatures.

3. SUPERINTENDENT'S REPORT TO THE BOARD

Superintendent Hauptman's report of April 2017 is (attached to the meeting Agenda) Some highlights include:

- Superintendent's Activities:
 - Lieutenant Governor's visit
 - Attended Fernie Secondary School – Charlie in the Chocolate Factory
 - SD5 Sport Teams – another successful year
- Update from Finance/Operations:
 - Budgeting process is continuing for 2017/18
- Update from District Principal of Transformative Learning/Technology:
 - Technology Update
 - Environmental Education
- Update from Director of Instruction/Human Resources:
 - Staffing process for the 2017/18 school year are under way
- Update from Director of Instruction/Safety/Aboriginal Education:
 - Skills Training
 - Graduation Plan
- Update from District Principal/Student Services
 - Science Month in BC
- Update from Director of Student Learning and Innovation
 - Ready, Set, Learn initiative

MOTION-R-17-64

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

CARRIED

4. CHAIRPERSON'S REPORT

Chairperson Lento submitted an application for funding to replace the rubber footing on the 3 playgrounds in the Elk Valley. The response back was funding has already been exhausted.

5. NEW BUSINESS

5.1 Business Arising from Delegations

Nil

5.2 Capital Project Bylaw

MOTION-R-17-65

M/S that the Board entertain three readings* of the Capital Bylaw No. CPSD05-01, for a maximum expenditure of \$666,149

CARRIED

MOTION-R-17-66

M/S that the Board of Education read a first time, the Capital Project Bylaw No. CPSD05-01 the 11th day of April 2017.

CARRIED

MOTION-R-17-67

M/S that the Board of Education read a second time, the Capital Project Bylaw, No. CPSD05-01 the 11th day of April 2017.

CARRIED

MOTION-R-17-68

M/S that the Board of Education read a third and final time, the Capital Project Bylaw No. CPSD05-01 passed and adopted the 11th day of April 2017.

CARRIED

5.3 MAY BOARD MEETING CHANGE

MOTION-R-17-69

That the Board move the May Board meeting from Tuesday, May 9th to Monday, May 15th to accommodate the provincial election and the location be switched to Cranbrook in May, and Elkford in June.

CARRIED

5.4 COLUMBIA INSTITUTE HIGH GROUND CONFERENCE

Trustee Whalen and Trustee Ayling attended this conference in Vancouver on March 30, 2017.

6. **TRUSTEE BOUQUETS**
Trustee Bellina – thank you for the lovely lunch

7. **ITEMS FOR INFORMATION/CORRESPONDENCE**
Add IEP letter to committee day meetings.

8. **QUESTION PERIOD**
Nil

9. **ADJOURNMENT**

MOTION-R-17-70

M/S that the April 11, 2017 regular public meeting of the Board of Education adjourn at 3:55 p.m.

CARRIED

10. **LATE ITEMS**

Frank Lento, Chairperson

Rob Norum, Secretary Treasurer



1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meeting April 11, 2017

- Finance/Operations/Personnel Committee report
 - Budget Update
- BCPSEA Representative Report
- Superintendent's Report
 - Gauge 3.0

A handwritten signature in black ink, appearing to read 'R. 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 MEETING**

April 24, 2017 9:00 a.m.

Board Office

Committee Members
In Attendance:

Trustee Whalen (Chair)
Trustee Ayling
Trustee Bellina
Trustee Blumhagen

Regrets:

Board/District Staff in
Attendance:

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

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The Advocacy/Education Committee meeting of April 24, 2017 was called to order by Trustee Whalen at 9:05 a.m. This meeting is being held on the lands of the Ktunaxa People.

1.2 Approval of Agenda

ADV-16-17

The Agenda of the Advocacy/Education Committee meeting of April 24, 2017 is approved as circulated.

1.3 Approval of Minutes

ADV-16-18

The Minutes of the Advocacy/Education Committee meeting of February 27, 2017 are approved as circulated.

2. PRESENTATIONS

2.1 Rainbow Crosswalk Project at Fernie Secondary School

Finley Kuijt and Kate Brennan, students, and Janet Kuijt, Teacher from FSS presented the Rainbow Crosswalk Project at Fernie Secondary School. Sonia Mende was also involved in the project but unable to attend the presentation. Highlights included:

- First Rainbow Crosswalk painted in Vancouver in 2013; helps to educate communities against hate crimes
- Rainbow project one more example of support for LGBTQ+ communities
- Looking for support from the Board and the City of Fernie
- Collaboration with FSS and SD5 maintenance to plan painting
- considering asking the City for an additional downtown location for a rainbow crosswalk
- entertain idea for additional crosswalks at other SD5 schools
- asking Board to provide financial assistance or in-kind donation
- potential cost \$495 (commitment from Canadian Tire for donation of rollers and tape)
- Potential additional donors –FSS, PAC, SD5, C.O.F., Fernie Pride Society, Teck, CBT-Vancouver

Comments/Suggestions:

- Trustee Whalen to connect Janet Kuijt to the Mayor of Smithers, B.C. who have a Crosswalk already in place
- Involve DSAC with the project
- Lynn will talk with Rob Norum and Joe Tank for an in-kind support
- suggestion for a “go fund me” type of fundraising page
- Trustee McPhee to connect RCMP to FSS
- t-shirts can be ordered; suggestion to include a donation through t-shirts sales

Recommendation A – M/S that the Board support the Rainbow Crosswalk Project at Fernie Secondary School.

3. ITEMS FORWARDED FROM PREVIOUS MEETING

3.1 IBM Update – Jennifer Roberts

Jennifer Roberts provided the Board with an update on the progress regarding the IBM Technology plan for the district. Highlights included:

- Met with core team and focus groups to get information
- Need to decide priorities and ensure rollout matches
- Outlined IBM’s learning plan framework; need to look at pedagogy and curriculum changes
- Many successes to celebrate already i.e., mobile carts in classrooms, helping teachers; access points in schools; app catalogue just to name a few
- Outlined strategic recommendations – plan should be program-led, strong leaderships, financial discipline and commitment for sustainability
- reviewed Top 10 teaching and learning recommendations, focus areas and

- the need to facilitate open learning space to support collaboration
- will be developing a digital resources sub-team – determining software and digital resources
- student access –need to figure out a plan that will work for everyone
- BYOD planning and recommendations
- plan focusing on educational priorities and keep it in line with vision statement of the school district; still lots of work done

Comments/questions:

- Do we have a plan in place to deal with WiFi issues meeting the needs of all users? Yes, an infrastructure plan will be in place to address these issues
- Suggestion to have teachers as members of the Transformative Leadership Team and a strategy should be in place for keeping TTOCs up-to-date with technology training
- push coming from provincial government –should have targeted funding for Boards – are we advocating for this?
- Suggestion to write letter of support for RDEK \$28 million project to support stronger broadband throughout the region
- DSAC has given input in the past as have other students through surveys; there is more examples of student input in bigger plan including student focus groups; opportunity for learning at a different level

Recommendation B – M/S that the Board write a letter of support to Rob Gay, Chair of the Kootenay Boundary Broadband Committee in support of their application to the Connect Innovate Program.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 DSAC Report

Trustee Bellina gave a brief report of the April 5 meeting in Fernie. Students provided input on the SOGI Policy and the Code of Conduct which is in the package. It was a very good working day for the students. DSAC would like to go to Blue Lake again in September but there is no money to support this. It is very important for them to meet together and they will be looking at fundraising ideas. The next meeting is June 6 here at the board office.

4.2 DPAC Report

Highlights:

- DPAC updating Bylaws and will be sent out to PACs once completed
- BCCPAC recorded the all-candidates forum which is available online
- 2 reps will attend the BCCPAC AGM in May
- Debbie Therrien has been nominated for the BCCPAC Outstanding Parent Award for the District
- a motion was passed to sign the parent use of social media letter with other district partners
- next meeting May 17

5. BCSTA Letters

5.1 Rural Education Strategy

5.1.1 SD28

Receive and file.

5.1.2 SD20

Receive and file.

5.2 FSA

5.2.1. SD42

Receive and file.

5.3 Child Care

5.3.1 SD69

Receive and file.

5.4 Core Funding for Aboriginal Education

5.4.1 SD23

Receive and file.

5.5 BCSTA

5.5.1

Receive and file.

5.5.2

Receive and file.

5.5.3

Receive and file.

6. ADJOURNMENT

The Advocacy/Education Committee meeting of April 24, 2017 was adjourned at 10:00 a.m.



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

**April 24, 2017, 11:00 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
Trustee Blumhagen
Trustee Johns
Chairperson Lento
Trustee Whalen
Lynn Hauptman, Superintendent
Diane Casault, Director of Student Learning/Innovation
Jason Tichauer, Director of Student Learning/Aboriginal Educ.
Darcy Verbeurgt, District Principal of Student Services
Janice Paetz, Executive Assistant (Recorder)**

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of April 24, 2017 was called to order at 11:03 a.m. by Co-Chair Brown. This meeting is being held on the lands of the Ktunaxa People.

1.2. Approval of the Agenda

POL-2017-05

M/S that the agenda for the Policy Committee meeting of April 24, 2017 be approved as amended.

Addition: 4.2 International Travel

1.3. Approval of the Minutes

POL-2017-06

M/S that the minutes of the Policy Committee meeting of February 27, 2017 be approved as circulated.

2. POLICIES APPROVED BY THE BOARD SINCE LAST MEETING

Nil

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1 Draft Policy – Partnerships/Sponsorships

Discussion included:

- creating a list is an almost impossible task due to fluidity of relationships – there would never be a complete list
- BC School Sports has regulations that supersede anything the district would have in place
- policy should show boundaries for partnerships/sponsorships for schools
- we still need to define ‘large scale’
- could add wording to explain what is not a partnership/sponsorship
- definitions of donations, grants, gifts need to be included
- PAC connections are also very common but would not be covered by this policy
- could make regulations that could then be updated as needed
- Mrs. Casault & Mr. Tichauer will look at further definitions, defining large scale, reviewing partner group feedback (originally received in October) and bring back revised documents to the May meeting.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 Policy 3.20 Summer School Instruction

- we are looking at changing how we deliver education as a whole (i.e. continuous education through the KDS, Distance Learning and Adult Education)
- our original plan was to put everything together but now realize more investigation needs to be done to see how this would work
- we no longer offer summer school as outlined in the policy.

Recommendation A

“M/S that Policy 3.20 Summer School Instruction be sent to the Board of Education for deletion.”

4.2 International Travel

Discussion included:

- We have planned trips to the United States (Silverwood, Disneyland). Schools have all received the travel bulletin information from BCSTA and made sure they have all required documentation as outlined.
- Janet Levang, teacher at GTES, has offered her services to help any school to ensure they have required documentation (very experienced in this area)
- Ministry usually notifies districts when there are issues for international travel and we’ve received nothing from them so far.
- Trustee Ayling would like to see that parents who have students travelling receive the information regarding possibilities of being detained with no adult present. Information could be posted online or given to students to take home.

- Students are required to have their own insurance in place prior to travel. District is self ensured through School Protection Branch.
- Provisions need to be made for those unforeseen situations (i.e. who would stay behind with student if they were refused entry).

4.3 Marijuana Policy

Discussion included:

- There are several steps that need to be completed prior to it reaching the district level.
- BCSTA would probably write the policy for all BC school districts.
- Workplace drug testing – how does that affect our district i.e. teachers working with minors?

5. INFORMATION ITEMS

Policy 3.21 Adult Education

Policy 3.42 Students Registered for Distance Education

As per discussion under 3.20.

6. ADJOURNMENT

The meeting adjourned at 11:42 a.m.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)

POLICY

SUMMER SCHOOL INSTRUCTION

SECTION 3.20

Summer programs subject to the approval of the Superintendent of Schools must match the provincial curriculum and District standards in a given subject area. The credits earned and the marks awarded must be accepted by all District schools.



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

**April 24, 2017, 10:00 a.m.
Board Office**

**Committee Members
In Attendance:**

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

Regrets:

**Board/District Staff in
Attendance:**

**Trustee Blumhagen
Trustee Brown
Chairperson Lento
Trustee Whalen
Lynn Hauptman, Superintendent
Diane Casault, Director of Student Learning/Innovation
Jason Tichauer, Director of Student Learning/Aboriginal Educ.
Darcy Verbeurgt, District Principal of Student Services
Janice Paetz, Executive Assistant (Recorder)**

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Student Services Committee meeting of April 24, 2017 was called to order at 10:07 a.m. by Co-Chair McPhee. This meeting is being held on the lands of the Ktunaxa People.

1.2. Approval of the Agenda

SS-2017-04

M/S that the agenda for the Student Services Committee meeting of April 24, 2017 be approved as circulated.

1.3. Approval of the Minutes

SS-2017-05

M/S that the minutes of the Student Services Committee meeting of February 27, 2017 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

2.1 Spring IEP Writing – Report on Motion R-17-48

What we currently do for IEP Review and Writing:

- A side by side comparison of Fall and Spring IEP writing was provided.

Financial Implications of Spring IEP writing:

- Mr. Verbeurgt provided a review of documents explaining costs associated with implementing motion
- writing spring IEPs would be an added cost to current work – it cannot replace Fall writings as those are required to meet MOE regulations
- Trustee request: Could we do one elementary in the district as a pilot to work out kinks, what works, what doesn't?
- Funding Allocations: Level 1 - \$37,700, Level 2 - \$18,850, Level 3 - \$9500
- IEP's are now being done in the MyEd system – all classroom teachers and school admin have access to it in MyEd (we have been supporting SST to move from paper to electronic version).
- there is movement across the province to simplify the processing for inputting an IEP into MyEd – Mrs. Casault and Mr. Verbeurgt both sit on this provincial committee
- we are currently in a catch up position to get documents on-line – next year will be better
- Is there an expectation from the MOE audit team that everything is online? Both paper and online have been done in the past.

Recommendation A

“M/S that we develop a pilot project for K-3 students, one school in the Elk Valley and one in Cranbrook, to implement the intent of Motion R-17-48.”

Recommendation A was modified and eventually deferred to the September meeting.

- Concern for staff burnout (letter from Stacey/Julie) – people in the trenches are saying that they are currently overloaded and overwhelmed. We don't want to cause an upset for these employees. Reviewing this and the increased budget costs, suggest we do a pilot project and evaluate the project – additional costs for pilot projects could be covered within existing budget or additional funding. Very much appreciate the work Darcy has done, and value the advice from our Coordinators. We could learn from pilot project before proceeding further.
- Would the Board entertain modification to Recommendation A? We can't really do K students as they aren't in the system the previous year. Could we look at a single grade and in a school where we have qualified/experiences Student Service Teachers?
- Agreed to modify the Recommendation to say one grade in the Elk Valley and one grade in Cranbrook.
- CFTA expressed concerns with picking a single school, maybe problematic – extra work compared to other schools – maybe a school could volunteer?
- School selected should include a grade that encompasses all of the categories

- as a Board we would provide additional support/resources - preference to do Gr. 1-3 but if only one grade then maybe Gr.3 as they have been in the system the longest
- concerns expressed about not having trained Student Service Teachers in our schools, which is what our students and parents deserve
- There will be a discontinuation of some services to students as time will need to be refocus on this motion. (Already tension between classroom teacher and SST – taking away more time/services would not be received well.)
- We hire teachers that have the best experience we can get. Unfortunately, there are some that don't want to continue in student services due to the large burden/workload.
- Simplified IEP – working within MyEd system, there is recognition of the complexities of providing services to kids and how time consuming the paperwork is. Also looking at a way to easily pull information out for parents. User acceptance testing is scheduled for the end of June and should be implemented by September. Another group is looking at competency based report – Mrs. Casault and Mr. Verbeurgt are trying to sit on both provincial committees to know what is happening and help guide the process.
- Wonder if we should revisit this in January/February before proceeding with this motion. Everyone is working towards a more streamlined system around the province but it isn't quite done yet. Maybe first look to see what develops there before we proceed with motion in the Fall.
- CFTA – very short notice for schools at this point. In favour of supporting these ideas but don't want to add more burden, which will discourage more people from entering the field.
- Suggestion to use kindergarten children for the pilot as they come in to the system with a lot of information – put it all in the online system to start with, including all of their early years' information. (Noted that a lot of work goes in to gathering information about kindergarten students, including many meetings with Early Year's agencies, day cares, etc.
- Defer Recommendation A to the Student Services Committee Mtg. in September, with suggested IEP reporting updates.
- Would like a presentation from the Student Services Coordinators as per their offer to come and talk to Trustees in their letter.

3. CORRESPONDENCE AND/OR NEW ITEMS

3.1 Letter to the Board re: Motion R-17-48

- Refer to request above for presentation from Student Service Coordinators.
- Express gratitude to the Coordinators for their letter/information as it helped to form opinions on how to proceed.

3.2 Access4All Project and Accessibility in SD5 Buildings

- Review of what the project entails
- Mr. Verbeurgt and Mr. Tank looked at a variety of accesses at all buildings (physical, sound and visual barriers)
- BC Building Code access was amended in 2007 – work on these items continues

- LMS had an elevator put in for 2nd floor accessibility – MBSS was the only school who didn't have reliable 2nd floor access. It is currently serviced by a Garavante stair lift.
- Total MBSS infrastructure expenses are approximately \$65,000
- Awareness Event Expenses are approximately \$4,000
- Issues with 2nd floor building as when fire alarms go, all electronic equipment is shut down. Signage will go up to designate refuge areas so staff will know where students with mobility issues will be located in the case of fire – this is a standard process across the province.
- Correct table from high *viability* to *visibility*

4. INFORMATION ITEMS

Dealing with Motions/Recommendations – would like to see motions/recommendations put up on the screen for future meetings so members can follow along with changes.

5. ADJOURNMENT

The meeting adjourned at 10:53 a.m.



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

**April 24, 2017, 12:00 p.m.
Board Office**

Committee Members in
Attendance:

Trustee Johns (Co-chair)
Trustee Bellina

Regrets:

Trustee Helgesen (Co-chair)
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/Aboriginal Education, J. Tichauer
Director of Student Learning and Innovation, D. Casault
District Principal of Technology and Informative Learning, J. Roberts
District Principal/Student Services, D. Verbeurgt
Recorder, Sandy Gronlund

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-chair Johns acknowledged that we are on the traditional lands of the Ktunaxa people.

The public Finance/Operations/Personnel Committee meeting of April 24, 2017 was called to order at 11:52 a.m. by Co-Chair Trustee Johns.

1.2 Approval of the Agenda

Additions: **4.3.1 Audit Tender**

The agenda of the public Finance/Operations/Personnel Committee meeting of April 24, 2017 is approved as amended.

1.3 Approval of the Minutes

No meeting in March.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

3. DELEGATIONS/PRESENTATIONS

4. NEW BUSINESS

4.1 Budget Update

Mr. Norum reported the budget is a work in process.

- More work on composition to be done
- Elementary schools require 9 additional classrooms
- Secondary schools to be determined
- 10.4 FTE more Elementary teaching staff to date
- 13 FTE more Secondary teaching staff to date
- Cost per FTE Teacher with benefits is \$103,000/year

Mr. Norum and Superintendent Hauptman explained where they are at meeting the requirements with class size and composition.

4.2 Flashing Lights (Schools)

A letter was distributed on behalf of Trustee Whalen from a parent/member of the Steeples school PAC regarding the possibility of installing flashing lights at all Cranbrook schools especially Steeples school.

Trustee Alying shared that the City of Cranbrook and Regional District would make the final decision. Trustees would like to see flashing lights at every school.

RECOMMENDATION A

M/S that Mr. Norum research the cost of installing flashing lights at each of the SD 5 Schools in partnership with the Municipalities and Regional District of East Kootenay.

Superintendent Hauptman would like to delay looking into this for a future date as Mr. Norum is working on budget and class size composition.

4.3 Finance Report

4.3.1 Audit Tender

The Audit tender will close noon on April 28, 2017. The contract will be for a three-year period commencing 2017 year. The Auditor General will be involved with the 2019 school year Audit along with the company awarded this tender.

4.4 IEP Letter

Discussion regarding this letter was held at the Student Services Committee meeting.

RECOMMENDATION B

M/S that the Board defer the presentation by the Student Services Coordinators to the September Committee meeting.

4.5 Mileage Compensation Increase

As part of the teachers' collective agreement, beginning May 1, 2017, the mileage rate will increase to .53/km. Mr. Norum asked the Trustees to consider the same increase across the District.

RECOMMENDATION C

M/S that the Board approve the mileage rate of .53/km across the District effective July 1, 2017.

5. ITEMS FOR INFORMATION

5.1 District Occupational Health and Safety Advisory Committee

5.1.1 Minutes January 26, 2017

6. QUESTION PERIOD

7. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of April 24, 2017 adjourned at 12:25 p.m.

8. LATE ITEMS

Bev Bellina's Report

April 2017

April 11th - School Board meeting

April 18th - BCPSEA Conference call

April 18th - SSS PAC meeting - 15 minutes long - 2 parents came - I met with Principal Sopko and Vice Principal

Kelly getting updated on Grad, etc.

April 19-23 - BCSTA AGM and Provincial Council

April 24th - Board Committee Meetings

May 4th - SSS 12th Night Performance

TRUSTEE REPORT: Gail Brown

> April - May 2017

>

> April

- > 5 Board presentation
- > 5 CDTA Meeting
- > 6 Gordon Terrace Elementary School PAC meeting
- > 11 School Board Meeting: Cranbrook
- > 21-23 School Trustees Association AGM - Richmond, BC
- > 24 SD #5 Committee Meetings

>

> May

- > 3 Selection committee meeting
- > 3 TM Roberts PAC meeting
- > 11 Selection committee meeting
- > 11 Gordon Terrace Elem. School PAC meeting
- > 15 Board Meeting: Cranbrook

SATURDAY, APRIL 15, 2017 AT 6:01 AM

Trustee Report McPhee for April 2017

Spring Break and Escalating Time

One of the revelations that I have experienced during 35 years of work in education is that time seems to warp after Spring Break. The amount of time captured in the 3 months following March passes in heart beat; often leaving the wish list for the year slightly shortened.

This spring has been an interesting experience. The decision of the Supreme Court of Canada with respect to the Collective Agreement has required the addition of resources. This additional capital has come in a variety of forms with specific targets and reporting protocols. I appreciate that funding needs are be regulated and documented - that is the function of government. I also appreciate the time it takes to adjust budgets, provide input into reporting requirements and put all of that into the context of providing quality and equitable education. Did I mention that time seems to disappear in a nonlinear fashion the Spring?

What has the Board been up to?

Budgets and Exempt Compensation has taken priorities recently. The work on salary grids and phased improvements to salaries has been ongoing.

Facilities Planning is underway. We had a short visioning session this past week to provide the planners with some context around the history of schools and communities in the district.

Planning of this nature has an element of data collection: the capacity and condition of schools, current and future population trends and the capacity of physical structures to address population and program changes.

The planning is at the point of opening the book and reading the first few pages. It is, and will be, a transparent process. Once the initial data is collected, there will be an opportunity for the community to learn more and take an active role.

What has McPhee been up to?

The shortened month of March made it difficult for schools to schedule PAC meetings. There is always a bit of a switch for some parents from hockey to spring soccer and baseball. I am always in awe of my daughter and the number of activities that my grandkids are involved in. She is not the exception in that regard. In addition to

my son-in-law, I see the familiar faces of other parents, equally as engaged in promoting active lifestyles for their children.

In short, if the PAC meetings are not richly attended in the Spring, the playing fields are and it is all about kids. The added benefit is that when our grandkids come for a sleep-over, they really do want to sleep.

March 14: Board Meeting in Fernie

March 15: Humanity Networking Community Planning

April 3-6: Advanced training in Restorative Justice in Kelowna

April 11: Facilities Planning

April 11: Board Meeting in Cranbrook

April 13: Staffing Committee for GTES

April 13: Board Meeting CDRJS

April 18: Staffing Committee for JEJSS

April 19: Parkland PAC

April 21: Staffing Committee GTES

April 24: Committee Meetings SD5

April 28: Staffing Committee JEJSS

Created in Day One



SD 5 Superintendent's News

As I travel throughout the District visiting schools and talking to our educators, the message is the same --- "I can't believe it is May already!" and "We are soooooo busy!". Yes, it is spring time – even though it was very late – and that means a wealth of activities for our schools and many, many deadlines to meet. But I continue to hear of so many success stories everywhere I go from how individual students have shone to the wonderful work that is being done in terms of the renewed curriculum and inquiry learning, place-based, and place-conscious learning and how students are being engaged in ways that bring huge smiles to everyone's faces– students, parents and educators. Thank you to all of our educators who continue to try and find the best way to meet the needs of each and every student in our district. We know that sometimes this means stepping out of what was familiar and risking some new ways of teaching. Your commitment and dedication is truly admirable!

Spring Fine Arts Events

It is Spring and that means schools have numerous fine arts events to showcase. Music Monday happens every first Monday in May and Amy Woodlands School had a spring concert assembly to celebrate.

I had the honour of attending Mount Baker's Band and Choir Concert that featured some of the selections from their recent tour of the United Kingdom as well as a fantastic video showcasing the trip. As usual, it was an outstanding evening led by Maestro Evan Bueckert.

Trustee Bellina and I also went to see the Sparwood Secondary's hilarious version of Shakespeare's *Twelfth Night* under the direction of Noel Bullock. It was full of rollicking humour and some inspired updates to a few of the characters. It was also evident that this was a well-supported endeavor by the whole staff.

The ever-popular book of *The Outsiders* was also featured as a play at Key City Theatre by the Drama students of Mount Baker. Next week, *Into the Woods* will be the drama production from Laurie Middle School under the direction of Bethany Turcon. In addition, Pinewood featured their Poetry Month that culminated in the Poetry Assembly with every class doing a recitation of their favourite poem. The sheer length of memorizing and delivering the ever-popular, *The Cremation of Sam McGee* by Barb Belisle's Grade 6 students was inspiring. I also was honoured to be

a guest presenter but I didn't have my poems memorized!!

These are but a few of the fine arts events. A huge thank you to our education staff that help to support these wonderful opportunities for our students.



Update on the Skills BC Competition

Jurnee Blackmore - Silver medalist in Public Speaking (1 point difference b/w her and gold)

Bill Walker's fabulous Robotics team brought home the gold and will go to Nationals

Michael Doll, Ryley Holliday, Cesar Garcia Moreno, Thomas Keehn

Please also congratulate:

Cam Sperling, Mordecai Blackmore - TV/Video

Andrea Lockhart - photography

Adrien Victor - Carpentry

They did extremely well to qualify and were among the top 10 in BC in their respective categories. Awesome group of kids!



Travel

I had the opportunity to attend the BCSSA Spring Forum where renowned educator, Damien Cooper, led a full day interactive session on how we are addressing the assessing of competency in the redesigned curriculum. Our District Management Team also travelled to Rossland for the Spring Meeting of the Kootenay Boundary Branch of the BCSSA. I, however, stayed behind to take care of things in the district!

IMPORTANT DATES FOR TRUSTEES

| | |
|--|-----------------------------------|
| Committee Meetings—May 29 | Project Heavy Duty—May 15 & 29-31 |
| Youth Conventions Real Talks—May 16-18 | Yes2It—May 24 |
| Grad Dates: SSS—May 27, MBSS, ESS, FSS—June 29 | BCPSEA Regional Mtg.—June 7 |





Celebrations Canada 150

Canada's 150th Birthday

Gordon Terrace Elementary

On Wednesday, June 21st at Key City Theatre, GTES classes will be performing musical pieces to celebrate our country's birthday! More details around time and tickets to be determined – there will be a dress rehearsal in the afternoon and then an evening performance.

Jaffray Elementary Junior Secondary

Jaffray Sings Canada's History with a twist on Thursday, May 25, 2017 at 1:00 p.m. in the gym.

You will be engaged in learning many facts about our country's history, in celebration of 150 years!

Administration Changes in SD 5

We are pleased to announce the following Administrative changes and appointments in the school district for the 2017 -18 school year:

- Erin Hay will move to Sparwood Secondary School as Vice-Principal from her current position at Elkford Secondary
- Michael Kelly will move to Fernie Secondary School as Vice-Principal from his current position at Sparwood Secondary
- Nicole Neufeld has been named as the new Principal of Isabella Dicken Elementary School following her time as Vice-Principal
- Linda Christenson will continue as Principal of Fernie Secondary School
- Laura-Lee Phillips will continue as Principal of Rocky Mountain Elementary School
- New appointments include:
- Judi Poole will be the new Principal of Pinewood Elementary School following the retirement of Principal Karen Giles
- Pam Drydale is the new Vice-Principal of Gordon Terrace Elementary School
- Kate Russell is the new Vice-Principal of Elkford Secondary School

At the time of writing this, we had pending interviews for the following positions:

- Vice-Principal of Amy Woodlands School
- Vice-Principal of Highlands Elementary School
- Vice-Principal of Jaffray Elementary Junior Secondary School
- Vice-Principal of Isabella Dicken Elementary School

Update from the District Principal of Transformative Learning and Technology

Technology

The last Maker Series on “Spheros” was a huge success. Over 30 teachers took part in the series learning about computational thinking and coding and walked away with more knowledge and technology for their classrooms.

Environmental Education—Community to Classroom Focus

Mardelle Sauerborn, Anick Poulin, Anneli Schadeli, Harmony Lloyd and Kate Ruoss were supported by SD5 to attend the Environmental Leadership clinic at the beginning of May in Nipika along with other teachers across the Kootenay Boundary. I have included a link to a video clip from the Leadership Clinic.

Video Link: <https://animoto.com/play/zlXUQ0hk8SzqlfDBySXfOA>



Please find the “Making Waves” Publication attached which has tons of Environmental Education information including a summary of the April “Take Me Outside Day” from all the Kootenay Boundary School Districts. SD5 had almost 3000 students and staff take part.

Link to the “Making Waves” Spring edition

<http://pub.lucidpress.com/kbee-summer-2017/>.



Update from the Director of Instruction/HR

Staffing processes for the coming school year are now under way. Necessary District initiated teacher transfers of continuing teaching staff, to meet budgetary requirements, will be completed no later than May 31.

Teacher initiated transfer requests will also be completed by May 31. Following this item, the post and fill process for available teaching vacancies will begin. We anticipate 4 rounds of teacher postings by the end of the first week of July.

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

We have interviewed for anticipated casual vacancies on May 4, for the upcoming school year. Thank you to our principals/vice principals for their role in this important HR function.

We are currently working through post and fill processes for Vice Principal vacancies at GTES, HES and IDES. These will all be completed by the end of the week of May 16th.

Update from Director of Student Learning and Aboriginal Education

Skills Training

It is Project Heavy Duty and Yes 2 It Month in SD5. Students from our Elk Valley Secondary Schools will be gathering in Sparwood for 3 days starting May 15. First Aid training will be followed a few weeks later by the two day hands-on opportunity! We are very fortunate to have the industry sponsors and partners that make this program happen.

As well, the annual Yes 2 It grade 9 Skills Training program through College of the Rockies will be taking place on May 24th. Thanks to Brian Conrad and team for all their efforts with these programs.

PARTY Program 'Real Talks'

The 3rd PARTY Program Convention will be happening with Grade 8, 9 and 10 students from all middle and secondary schools in SD5 this month. These important sessions are a great way to take the PARTY mandate and bring it to each student during these crucial years. We are excited to be a partner with PARTY, COTR, RCMP, TECK and many others in this worthwhile project.



Aboriginal Education Enhancement Agreement

Our signing day is set! We will be formally signing our Enhancement Agreement at Tobacco Plains on June 21st! We are very excited to sign our 3rd guiding document, and very honoured to be doing it as part of National Aboriginal Day festivities at Tobacco Plains.



Update from the District Principal/Student Services

The two Student Services Coordinators, Julie Russchen and Stacey Short, the School Psychologist, Trina Anderson, and Darcy Verbeurg attended the BC – Council of Administrators in Special Education (BC-CASE) April 20th and 21st. The theme was HONOURING DIVERSITY: Balancing Expertise & the Vibrant Learning Community. We heard about the need to move forward from inclusive education to teaching to diversity. The implored us to make radical shifts in our approaches to educating the most diverse students and classrooms we have ever seen, and will continue to see.

We have started to celebrate Mental Health Week, Better Speech and Hearing Month, and Vision Health Month – all of which occur in May. The itinerant staff have been preparing handouts and focus lessons to provide to schools. Teachers and school support staff have been encouraged to add these as a focus to interactions on staff and with students.



Update from the Secretary-Treasurer

The focus for Finance this month is preparing a balanced budget for the Board and dealing with reports and issues around completion of the Classroom Enhancement Fund requirements. We have confirmed a portable for IDES and HES and continue to review changes to enrolment throughout the spring.

Tenders are out for selection of Auditors and replacement of Photocopiers and we expect decisions in May and June respectively.



Update from the Director of Student Learning and Innovation

Early Year's - K Transition

Although the original provincial Early Year's – K Transition regional meetings have been put on hold, SD 5 continues to support the conversation. Meetings were held in Cranbrook (March) as well as in the Elk Valley (Fernie/April). Kindergarten teachers, StrongStart Facilitators, SLP's, Student services Coordinators, Early Childhood community partners gathered to share information, review needs and plan for the transition of our little ones.

The Region Early year's – K Transition meeting is scheduled for Friday October 27th 2017 in Creston. We will be joined by David Sobel who has written extensively on the topic of place-based education. It also appears that SD 5 may be fortunate enough to spend some time with David Thursday October 26 prior to his speaking engagement on the 27th. The topic:

A Place-based Education: Making School More Like a Farmer's Market

The landscape of schooling has begun to look like the sprawl of America. Generic textbooks designed for the big markets of California and Texas provide the same homogenized, unhealthy diet as all those fast food places on the strip. Educational biodiversity falls prey to the bulldozers of standardization. What is nearby has become parochial and insignificant.

Place-based education is a response to the alienation of schools from community and the decoupling of schools from historic sites, local landscapes, and farms. Instead, we need schools organized around the principles of the farmers' market, drawing on the resources and variety of the local community.

Collaborative Inquiry Teams

Plans continue for our Collaborative Inquiry sharing fair. Save the date of Wednesday May 31st Cranbrook Board office. Teams will have an opportunity to share their inquiry questions, some results as well as "what's next". They will also be given an opportunity to see what other teams have been up to. This will no doubt lead to other questions worthy of investigation.

Communicating Student Learning

Thanks to the work of the Communicating Student Learning Committee, we are now prepared to submit our working document to the Ministry that outlines the procedures for communicating with parents for this year as well as next. The documents will be reviewed at the next committee day. The development of templates and/or exemplars continues and will be made available to all staff through the district portal.



| School | School Name | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | SP | Total |
|--------|-----------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|----|-------|
| 501007 | Jaffray Elem-Jr Secondary | 16 | 18 | 24 | 18 | 21 | 19 | 19 | 17 | 12 | 11 | 9 | 0 | 0 | 0 | 184 |
| 501009 | École Isabella Dicken | 50 | 63 | 64 | 60 | 61 | 59 | 53 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 410 |
| 501010 | Frank J Mitchell Elementary | 58 | 46 | 42 | 64 | 46 | 56 | 39 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 351 |
| 501017 | Rocky Mountain Elementary | 40 | 42 | 27 | 41 | 26 | 29 | 38 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 243 |
| 502001 | Mount Baker Secondary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 273 | 284 | 278 | 0 | 835 |
| 502011 | Laurie Middle School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 105 | 137 | 125 | 0 | 0 | 0 | 0 | 367 |
| 502023 | Amy Woodland Elementary | 44 | 33 | 42 | 39 | 37 | 42 | 42 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 279 |
| 502024 | T M Roberts Elementary | 54 | 54 | 49 | 58 | 60 | 57 | 45 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 377 |
| 502028 | Gordon Terrace Elementary | 29 | 37 | 41 | 29 | 34 | 34 | 56 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 260 |
| 502029 | Highlands Elementary | 37 | 39 | 38 | 38 | 56 | 35 | 38 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 281 |
| 502030 | Pinewood Elem - Cranbrook | 13 | 22 | 19 | 15 | 12 | 20 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 116 |
| 502031 | Steeple Elementary | 25 | 32 | 30 | 26 | 22 | 20 | 29 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 184 |
| 502032 | Kootenay Orchards | 29 | 34 | 36 | 34 | 25 | 34 | 33 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 225 |
| 505018 | Parkland Middle School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 134 | 144 | 147 | 0 | 0 | 0 | 0 | 425 |
| 505033 | Elkford Secondary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31 | 30 | 36 | 41 | 28 | 19 | 0 | 185 |
| 505034 | Fernie Secondary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 53 | 54 | 41 | 62 | 62 | 65 | 0 | 337 |
| 505035 | Sparwood Secondary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 42 | 35 | 43 | 43 | 36 | 48 | 0 | 247 |
| 599078 | Kootenay Educational | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 15 | 29 | 54 | 0 | 99 |
| 599156 | Kootenay Discovery School | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 4 | 3 | 4 | 5 | 7 | 102 | 0 | 126 |
| | Totals | 395 | 420 | 412 | 422 | 401 | 405 | 407 | 386 | 415 | 408 | 448 | 446 | 566 | 0 | 5531 |



**School District No. 5
From the Office of the Secretary
Treasurer**

**To: Board of Education
Lynn Hauptman, CEO**

From: Robert G. Norum, Secretary Treasurer

Date: May 2, 2017

Re: Audit Tender 2017-2019

The Audit tender closed April 28th, 2017 and we received one proposal for Audit Services.
(Advertisement attached)

BDO Canada LLP with managing partner Harley W. Lee currently provides audit services for
School District 5 (Southeast Kootenay).

I am pleased to recommend to the Board to appoint BDO Canada LLP for a three year term
commencing this year end June 30, 2017.

Thank you,



Robert G. Norum
Secretary Treasurer

This ad is coming out in
Kootenay Advertiser. April 20 Thu
Townsmen Wed. Apr 19+26
Fernie Free Press Apr 20 Thu.



SCHOOL DISTRICT 5

SOUTHEAST KOOTENAY

REQUEST FOR PROPOSAL FOR AUDIT SERVICES

School District No. 5 Southeast Kootenay is inviting proposals from firms interested in providing audit services to the District for the next three years. Section 158 of the School Act requires that "the auditor appointed by the Board must be a person who is a member or a partnership whose partners are members in good standing of the Canadian Institute of Chartered Accountants or the Certified General Accountants' Association of British Columbia".

The Southeast Kootenay School District, which has a June 30 fiscal year end, has an operating budget of approximately \$55,000,000. The District's Board Office is located in Cranbrook, BC. There are eighteen schools serving 5,400 students and employing over 600 staff. If your firm is interested in submitting a proposal for audit services, please provide the information requested in the RFP "Request for Proposal" by **12:00 p.m. noon MST on April 28, 2017.**

An information package is available upon request.

If you have further questions, please direct your inquiries (as well as your proposal) to:

Rob Norum, Secretary Treasurer
School District No. 5 Southeast Kootenay
940 Industrial Road No. 1
Cranbrook, BC V1C 4C6
Telephone: 250.417.2054
Email: rob.norum@sd5.bc.ca

Trustees - Pro-D

G.L. Period Range: 201701 End Date: JULY 31, 2016 To 201711 End Date: MAY 31, 2017

| Code | Account | Current | YTD | Budget | Balance | Percent |
|--------------------------|--------------------------|---------|-----------|--------|-----------|---------|
| 0-0000-4-40-34100-150 | PRO-D TRUSTEE BELLINA | 104.12 | 3,405.52 | -551 | -3,956.52 | 718.1 |
| 0-0000-4-40-34100-152 | PRO-D -TRUSTEE LENTO | 0.00 | 214.00 | 3,816 | 3,602.00 | 94.4 |
| 0-0000-4-40-34100-153 | PRO-D - TRUSTEE AYLING | 0.00 | 3,036.27 | 2,352 | -684.27 | -29.1 |
| 0-0000-4-40-34100-154 | PRO-D - TRUSTEE JOHNS | 0.00 | 110.00 | 4,500 | 4,390.00 | 97.6 |
| 0-0000-4-40-34100-156 | PRO-D - TRUSTEE BROWN | 0.00 | 540.30 | 2,029 | 1,488.70 | 73.4 |
| 0-0000-4-40-34100-157 | PRO-D - TRUSTEE HELGESEN | 0.00 | 385.19 | 4,500 | 4,114.81 | 91.4 |
| 0-0000-4-40-34100-158 | PRO-D - TRUSTEE WHALEN | 0.00 | 1,557.52 | 1,879 | 321.48 | 17.1 |
| 0-0000-4-40-34100-159 | PRO-D TRUSTEE MCPHEE | 0.00 | 110.00 | 875 | 765.00 | 87.4 |
| 0-0000-4-40-34100-160 | PRO-D TRUSTEE BLUMHAGEN | 0.00 | 975.90 | 1,701 | 725.10 | 42.6 |
| | | ----- | ----- | ----- | ----- | ----- |
| Total For OPERATING FUND | | 104.12 | 10,334.70 | 21,101 | 10,766.30 | 51.0 |