



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

November 14, 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 November 14, 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 October 10, 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 October 10, 2017.

1.5 Business Arising from Previous Minutes

1.6 Receiving of Delegations/Presentations

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

10

Recommendation A

M/S that the 2018/2019 and 2019/2020 calendars be distributed to stakeholders for the required 30-day public consultation process.

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

2.2 Policy Committee

18

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

**2.3 Student Service Committee 21**

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

**2.4 Finance/Operations/Personnel Committee 24**

**Recommendation A**

M/S that the Board approve the cameras to be purchased and installed in two of the Cranbrook busses.

**Recommendation B**

M/S that the Board approve the School District Statement of Financial Information (SOFI) report, June 30, 2017 as amended and to submit the report to the Minister of Education and to make the report available to the public.

**Recommendation C**

M/S that the Board approve the Trustee Compensation Remuneration increase as per the stakeholder recommendation.

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

**2.5 BCSTA /Provincial Council**

M/S to accept the report of the 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**

**3. SUPERINTENDENT'S REPORT TO THE BOARD 82**

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

**4. CHAIRPERSON'S REPORT**

**5. NEW BUSINESS**

**5.1 Christmas Hampers - Salvation Army**

M/S that the Board Donation to the Salvation Army's Christmas Hamper program in the amount of \$1000 in Cranbrook and \$700 in Fernie. This represents a donation of \$100 on behalf of each of the School District No. 5 (Southeast Kootenay) schools in lieu of a gift to the staff of each school.

**6. TRUSTEE BOUQUETS**

**7. ITEMS FOR INFORMATION/CORRESPONDENCE**

**8. QUESTION PERIOD**

**9. LATE ITEMS**

**10. ADJOURNMENT**

M/S that the November 14, 2017 regular public meeting of the Board of Education adjourn at [time].



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

**October 10, 2017 at 3:00 p.m.  
Sparwood Secondary School**

Present: Chairperson Lento  
Trustee Bellina  
Trustee Blumhagen  
Trustee Brown  
Trustee Johns  
Trustee McPhee  
Trustee Whalen

Regrets: Trustee Ayling  
Trustee Helgesen

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, 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 acknowledged that we are on the traditional lands of the Ktunaxa people and called the October 10, 2017 regular public meeting of the Board of Education to order at 3:25 p.m.

**1.2 Consideration and Approval of Agenda**

**Additions: 5.2 FSA Fundamental Skills Assessment**

**MOTION-R-17-122**

M/S that the agenda for the regular public meeting of the Board of Education of October 10, 2017 be approved as amended.

**CARRIED**

**1.3 Approval of the Minutes**

Minutes of the Public meeting of the Board of Education of September 12, 2017.

**MOTION-R-17-123**

M/S that the minutes of the regular public meeting of the Board of Education of September 12, 2017 be approved as circulated.

**CARRIED**

**1.4 Receipt of Records of Closed Meetings**

**MOTION-R-17-124**

M/S to accept the closed records of the in-camera meeting of the Board of Education of September 12, 2017.

**CARRIED**

**1.5 Business Arising from Previous Minutes**

Nil

**1.6 Receiving of Delegations/Presentations**

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

**2.1 Advocacy/Education Committee**

Co-chair Trustee Whalen reviewed the minutes of the September 25, 2017 meeting of the Advocacy/Education Committee.

**MOTION-R-17-125**

M/S that the Board extend an invitation to the Minister of Education, Honorable Rob Fleming, to visit and tour School District 5, with particular focus on Mount Baker Secondary School (MBSS), and the needs of the community of Fernie.

**CARRIED**

**MOTION-R-17-126**

M/S that the Board tentatively approve the Field Trip Application from MBSS to Germany Spring Break 2018 and receive more information.

**CARRIED**

**MOTION-R-17-127**

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

**CARRIED**

**2.2 Policy Committee**

Co-chair Trustee Brown reviewed the minutes of the September 25, 2017 meeting of the Policy Committee.

**MOTION-R-17-128**

M/S that the Board approve the Partnerships/Sponsorships Policy as recommended by the Policy Committee.

**CARRIED**

**MOTION-R-17-129**

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

**CARRIED**

**2.3 Student Service Committee**

Co-chair Trustee McPhee reviewed the minutes of the September 25, 2017 meeting of the Student Service Committee.

**MOTION-R-17-130**

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

**CARRIED**

- 2.4 Finance/Operations/Personnel Committee**  
Co-chair Trustee John's reviewed the minutes of the September 25, 2017 meeting of the Finance/Operations/Personnel Committee.
- MOTION-R-17-131**  
M/S that Mr. Norum research the cost of installing flashing lights at each of the School District 5 Schools in partnership with the Municipalities and the Regional District of East Kootenay.
- CARRIED**
- MOTION-R-17-132**  
M/S that the Board accept the report of the Finance/Operations/Personnel Committee.
- CARRIED**
- 2.5 BCSTA /Provincial Council**  
Meetings in Vancouver Oct 27 & 28<sup>th</sup>.
- MOTION-R-17-133**  
M/S to accept the report of the BCSTA/Provincial Council.
- CARRIED**
- 2.6 Communications/Media Committee**  
Trustee Ayling away - No Report
- MOTION-R-17-134**  
M/S to accept the report of the Communications/Media Committee.
- CARRIED**
- 2.7 Mt. Baker / Key City Theatre Replacement Committee**  
Trustee Johns reported that he is waiting for the report from Stantec.
- MOTION-R-17-135**  
M/S to accept the report of the Mt. Baker / Key City Theatre Replacement Committee.
- CARRIED**
- 2.8 Legacy of Learning**  
Trustee Johns and Anna Majkowski attended the SD5 District Day on September 26<sup>th</sup> to see how they can meld their information with the new curriculum.
- MOTION-R-17-136**  
M/S to accept the Legacy of Learning report.
- CARRIED**
- 2.9 Trustee Reports**  
Trustees reported on their activities for the month.
- 3. SUPERINTENDENT'S REPORT TO THE BOARD**  
Superintendent Hauptman's report of October 2017  
This report can be viewed on the website under District Information.
- MOTION-R-17-137**  
M/S that the October 10, 2017 Superintendent's Report to the Board of Education be accepted as presented.
- CARRIED**

**4. CHAIRPERSON'S REPORT**

Chairperson Lento announced that Isabella Dickens Elementary School is the 2<sup>nd</sup> largest school in our district.

**5. NEW BUSINESS**

**5.1 Business Arising from Delegations**

nil

**5.2 FSA**

Trustee Johns distributed a letter from the CFTA to Trustees regarding the Foundation Skills Assessment.

**MOTION-R-17-138**

M/S that the Board support concerns raised in a letter dated September 22, 2017 to the Board from the Cranbrook and Fernie Teacher's Association regarding Foundation Skills Assessment and that the Board write a letter to the Ministry of Education regarding concerns about the Foundation Skills Assessment.

**CARRIED**

**Recorded Vote with Trustee Bellina, Brown, Johns, McPhee and Whalen voting in favour and Trustee Blumhagen voting against.**

Discussion Included:

- Ideas were shared on items to include in the letter to the Ministry.

**6. TRUSTEE BOUQUETS**

Trustee Bellina thanked all staff that were instrumental in getting all the student data into the system, the staff attending the Board meeting and the staff at the schools.

Trustee Brown thanked Superintendent Hauptman for attending the KBB Meeting in Ainsworth Hot Springs.

**7. ITEMS FOR INFORMATION/CORRESPONDENCE**

**7.1 Deputy Minister D. Scott MacDonald**

Select Standing Committee on Finance and Government Services - Trustee Johns asked Superintendent Hauptman to have the School District 5 Board on the agenda for October 12<sup>th</sup>, Thursday public hearing.

**MOTION-R-17-139**

M/S that the Board receive the letter dated September 26, 2017 from the Deputy Minister, D. Scott MacDonald in reference to the *Provincial Government Fiscal Sustainability Review*.

**CARRIED**

**8. QUESTION PERIOD**

Chris Kielpinski, co-chair of CFTA, asked the question of "Why do we not have Education Assistants in Kindergarten classes this year". Chairperson Lento replied that this will be looked at in the future.

**9. LATE ITEMS**

nil

**10. ADJOURNMENT**

**MOTION-R-17-140**

M/S that the October 10, 2017 regular public meeting of the Board of Education adjourn at 4:10 p.m.

**CARRIED**

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Frank Lento, Chairperson

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Rob Norum, Secretary Treasurer

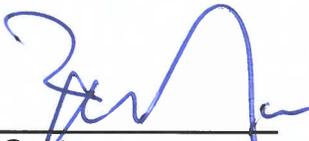
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#### **1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS**

##### **In-camera Meeting October 10, 2017**

- Finance/Operations/Personnel Committee report
  - Exempt Compensation
  - FSA – Foundation Skills Assessment
- BCPSEA Representative Report
- Superintendent's Report
  - LOU 17 – review remedies for classes
  - CUPE attending Field Trips Agreement
  - 192 Contractual Language

  
\_\_\_\_\_  
Robert G. Norum  
Secretary Treasurer



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

**October 30, 2017 9:30 a.m.**

**Board Office**

Committee Members  
In Attendance:

Trustee Blumhagen (Chair)  
Trustee Ayling  
Trustee Bellina

Regrets:

Trustee Whalen (Co-Chair)

Board/District Staff in  
Attendance:

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

**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.

The Advocacy/Education Committee Meeting of October 30, 2017 was called to order at 9:35 a.m. by Co-Chair Blumhagen.

**1.2 Approval of Agenda**

**ADV-17-03**

M/S that the agenda of the Advocacy/Education Committee meeting of October 30, 2017 is approved as circulated.

### **1.3 Approval of Minutes**

#### **ADV-17-04**

M/S that the minutes of the Advocacy/Education Committee meeting of September 25, 2017 be approved as circulated.

## **2. PRESENTATIONS - nil**

## **3. ITEMS FORWARDED FROM PREVIOUS MEETING**

### **3.1 MBSS Trip to Germany - Viveka Johnson and Duncan MacLeod**

Further information was provided for the MBSS trip to Germany by Viveka Johnson SD5 and Duncan MacLeod from SD6:

- SD5, 6 and 19 alternate in this student exchange trip for approximately 15 students; trips will alternate to the other high schools in SD5 (every 3 years a different school)
- Each host country reciprocates the opportunity and sends their students to Canada
- students are placed with host families who have a child of equal age where students learn the German language, history and partake in recreational activities
- Ulli Murtagh is one of the chaperones and is fluent in German which is a huge benefit for language barriers and safety reasons; staff at the host schools are designated to the students
- More outbound trips are being planned in the future i.e., Germany, China and Japan next year
- Working with the Ministry of Education on obtaining course credits for exchange (GIPS program)
- International Program subsidizes funding out of revenues generated from short term fee programs - \$500-600 per student; accessible for all students
- Cost of program is for flights and medical insurance; no cost for room and board
- Host family screening is done the same way as we do here in Canada
- Students are not allowed to drink alcohol while in Germany and will sign a form indicating so
- Every precaution is taken in regards to travel/safety
- Application process looks at students' work habits, academic achievement, volunteer experiences, teacher references and students write an essay indicating why they want to go

## **4. CORRESPONDENCE AND/OR NEW ITEMS**

### **4.1 DSAC Report**

The first DSAC face-to-face meeting is this Thursday, November 2, 2017. The main agenda item will be getting feedback on the Board's Strategic Plan as we

develop the Framework for Student Achievement. Students will have an opportunity to report back at a future Advocacy/Education Committee meeting with their input.

#### **4.2 DPAC Report**

Chris Johns gave a brief recap of items discussed:

- Board motion was passed inviting the Minister of Education to tour our district
- Outlined draft policy on Partnerships/Sponsorships
- Interest from a Fernie parent regarding the cost of flashing lights
- Outlined the presentation made to the Select Standing Committee

A discussion took place regarding the continuation of DPAC. Deb Therrien has given her notice as DPAC President and all 4 positions, including President, came up for renewal at the AGM. At this point there has been only one person step up to the position of Secretary. Deb has sent out another email to try again for the November meeting to see if anyone is interested. The budget was passed tentatively for the gaming grant application process. It was suggested that every Trustee mention this at their next PAC meeting to try and garner some interest or DPAC will be put on hold for a year.

#### **4.3 Calendar 2018/2019 and 2019/2020**

Drafts calendars are ready to be sent to stakeholders for the one-month consultation process. Discussion included:

- Calendars very similar to the last 3-4 years
- One day in the 2018/2019 calendar may change as Cranbrook is hosting the +55 games and the City may need numerous gyms/facilities
- 2020/2021 calendar is in progress
- Provincial family holiday might be changed; a revised calendar will be prepared if that happens
- Trustee Blumhagen was disappointed that Trustees' comments were not taken into account and is not happy with the calendars as a parent or a trustee
- very little feedback/concerns have been received from the consultation in the past
- employee groups, teacher group and parent group have been happy with past calendars
- a tremendous amount of work goes into creating a school calendar including balancing of semesters, hours of instruction; adhering to both school act regulations and collective agreement language
- Trustees commended staff and the CFTA for their work on the calendars

***Recommendation A – M/S that the 2018/2019 and 2019/2020 calendars be distributed to stakeholders for the required 30-day public consultation process.***

**5. BCSTA LETTERS**

**5.1 Submissions to Select Standing Committee**

**5.1.1 SD38**

Receive and file.

**5.1.2 SD46**

Receive and file.

**5.2 BCSTA letters**

**5.2.1 Letter to Finance Minister re K-12 funding**

Receive and file.

**5.2.2 Letter to Minister of Education re FSA results**

Receive and file.

**5.2.3 Letter to Robinson re meeting on facilitating school construction**

Receive and file. Trustee Bellina to bring back any further comments/updates to the next Advocacy/Education Committee meeting.

**5.3 Letter from Minister of Education to BCSTA re SD83**

Receive and file.

**5.4 Letter to Minister re Poverty**

Receive and file.

**6. ADJOURNMENT**

The Advocacy/Education Committee meeting was adjourned at 10:40 a.m.



# School District 5

## 2018-2019 Annual School Calendar

July 2018						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
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29	30	31				

August 2018						
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September 2018						
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October 2018						
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November 2018						
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December 2018						
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January 2019						
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February 2019						
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March 2019						
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April 2019						
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May 2019						
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June 2019						
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School Breaks



Professional Development Days



Stat Holidays



Administrative Day



Second Semester

## Local School Calendar (School District No.5, Southeast Kootenay)

From the School Act, sections 87.01 and 87.02 and the new  
School Calendar Regulation

Days in Session	180
Days of Instruction	173
Non-Instructional Professional Development Days	6
Administrative Day	1
First Day of School	Tuesday, September 4, 2018
Thanksgiving Day	Monday, October 8, 2018
Remembrance Day	Monday, November 12, 2018
Christmas vacation period	Monday, December 24, 2018 - Friday, January 4, 2019
Schools reopen after Christmas vacation	Monday, January 7, 2019
First day of second semester	Monday, January 28, 2019
Family Day	Monday, February 11, 2019
Spring vacation period	Friday, March 15, 2019 to Friday, March 29, 2019
Schools reopen after Spring vacation	Monday, April 1, 2019
Good Friday	Friday, April 19, 2019
Easter Monday	Monday, April 22, 2019
Victoria Day	Monday, May 20, 2019
Last day of school for students	Thursday, June 27, 2019
Administrative Day	Friday, June 28, 2019
Minimum Hours of instruction (Kindergarten)	853 hrs
Minimum Hours of instruction (Elementary)	878 hrs
Minimum Hours of instruction (Secondary)	952 hrs
Minimum Hours of instruction per day (Elementary)	5 hrs 5 min
Minimum Hours of instruction per day (Secondary)	5 hrs 31 min

Professional Development Days	School Breaks	
	Semester 1	Semester 2
September 21	October 5	February 8
October 19	November 9	March 15-29
December 7	December 24-January 4	May 3, 17, 31
February 22	January 18	
April 8		
June 14		



# School District 5

## 2019-2020 Annual School Calendar

July 2019						
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September 2019						
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October 2019						
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November 2019						
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February 2020						
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March 2020						
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29	30	31				

April 2020						
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May 2020						
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June 2020						
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21	22	23	24	25	26	27
28	29	30				



School Breaks



Professional Development Days



Stat Holidays



Administrative Day



Second Semester

## Local School Calendar (School District No.5, Southeast Kootenay)

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Remembrance Day	Monday, November 11, 2019
Christmas vacation period	Monday, December 23, 2019 - Friday, January 3, 2020
Schools reopen after Christmas vacation	Monday, January 6, 2020
First day of second semester	Monday, January 27, 2020
Family Day	Monday, February 10, 2020
Spring vacation period	Friday, March 13, 2019 to Friday, March 27, 2020
Schools reopen after Spring vacation	Monday, March 30, 2020
Good Friday	Friday, April 10, 2020
Easter Monday	Monday, April 13, 2020
Victoria Day	Monday, May 18, 2020
Last day of school for students	Thursday, June 25, 2020
Administrative Day	Friday, June 26, 2020
Minimum Hours of instruction (Kindergarten)	853 hrs
Minimum Hours of instruction (Elementary)	878 hrs
Minimum Hours of instruction (Secondary)	952 hrs
Minimum Hours of instruction per day (Elementary)	5 hrs 5 min
Minimum Hours of instruction per day (Secondary)	5 hrs 31 min

Professional Development Days	School Breaks	
	Semester 1	Semester 2
September 20	October 11	January 31
October 25	November 8, 22	February 7
December 6		May 15
February 21		June 12
April 20		
June 5		



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

**October 30, 2017, 11:30 a.m.  
Board Office**

<b>Committee Members In Attendance:</b>	<b>Co-Chair Trustee Brown (Chair) Co-Chair Trustee Ayling Trustee McPhee</b>
<b>Regrets:</b>	<b>Trustee Helgesen (by phone)</b>
<b>Board/District Staff in Attendance:</b>	<b>Trustee Bellina Trustee Blumhagen Trustee Johns Chairperson Lento Lynn Hauptman, Superintendent Rob Norum, Secretary Treasurer Diane Casault, Director of Student Learning and Innovation Jason Tichauer, Director of Student Learning/Aboriginal Educ. Brent Reimer, Director of Instruction - Human Resources Darcy Verbeurgt, District Principal - Student Services Janice Paetz, Executive Assistant (Recorder)</b>

**1. COMMENCEMENT OF MEETING**

**1.1. Call to Order**

The Policy Committee meeting of October 30, 2017 was called to order at 11:41 p.m. by Co-Chair Brown. This meeting is being held on the lands of the Ktunaxa People.

**1.2. Approval of the Agenda**

**POL-2017-11**

M/S that the agenda for the Policy Committee meeting of October 30, 2017 be approved.

**1.3. Approval of the Minutes**

**POL-2017-12**

M/S that the minutes of the Policy Committee meeting of September 25, 2017 be approved as circulated.

## 2. POLICIES APPROVED BY THE BOARD SINCE LAST MEETING

### 4.24 Partnerships/Sponsorships

## 3. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

## 4. CORRESPONDENCE AND/OR NEW ITEMS

### 4.1 Revised Policy 4.2 Travel Allowance Per Diem

Revisions to the policy were reviewed. Discussion included:

- delete “*or the mainland of the United States*”
- Board business vs professional development
- need to define Board business
- personal services contracts - 100% of that employee’s mileage would be covered by the service contract (i.e. \$ .30/km)
- add ‘with the exception of those employees who have a personal services contract’ pertaining to \$.53 rate
- professional development is covered outside of Board business – it comes under a separate agreement
- add a paragraph *‘if there is a discrepancy between wording/rates in this policy and a personal service contract and/or a collective agreement, the wording in the personal service contract and/or collective agreement will prevail’*
- addition of incidentals - \$15 with an overnight stay – add *‘per night’*
- Board business definition – anything that comes out of the school district budget
- Trustee Helgesen does not support spending Board money on business outside of Canada
- create a separate policy to deal with authorization and defining Board business.

Final amendments:

- add a paragraph *‘if there is a discrepancy between wording/rates in this policy and a personal service contract and/or a collective agreement, the wording in the personal service contract and/or collective agreement will prevail’*
- delete “*or the mainland of the United States*” in #1
- add *‘per night’* under incidentals.

The amended policy will be sent to partner groups for feedback and brought back to the January meeting.

### 4.2 Revised Policy 5.4 Student Eligibility for Bus Service

Mr. Norum reviewed changes to the policy. Discussion included:

- currently allow IDES students to be courtesy riders to another location for afterschool programs (this could change in the future depending on bussing needs)
- there are challenges in Elkford due to different geographical levels in the community
- Elkford and Sparwood have a high percentage of courtesy riders

- the yearly review that is referred to in the policy is just between the drivers/foreman (not a major district review)
- approx. 25% of bus students are courtesy riders – Mr. Norum will see if he can come up with a number
- walk limits are 4.0 for primary and 4.8 secondary – these were the original Ministry limits until they deleted their policy – many districts just kept the numbers
- walk limits seem to be archaic
- can be extremely cold for students to walk in our area in the winter – also concerns regarding proximity of wildlife in our area
- Elkford – not everyone makes application for courtesy and yet everyone is a courtesy rider – need a policy that everyone follows
- Mr. Norum will make revisions and bring the policy back to the next meeting
- Some districts have cancelled their bussing services (it is up to individual Boards as to whether they provide the service or not).

## **5. INFORMATION ITEMS**

Nil

## **6. ADJOURNMENT**

The meeting adjourned at 12:38 p.m.



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

**October 30, 2017, 10:30 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  
Lynn Hauptman, Superintendent  
Rob Norum, Secretary Treasurer  
Diane Casault, Director of Student Learning/Innovation  
Jason Tichauer, Director of Student Learning/Aboriginal Educ.  
Brent Reimer, Director of Instruction – Human Resources  
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 October 30, 2017 was called to order at 10:47 a.m. by Co-Chair Trustee McPhee. This meeting is being held on the traditional lands of the Ktunaxa People.

**1.2. Approval of the Agenda**

**SS-2017-10**

M/S that the agenda for the Student Services Committee meeting of October 30, 2017 be approved as circulated.

**1.3. Approval of the Minutes**

**SS-2017-11**

M/S that the minutes of the Student Services Committee meeting of September 25, 2017 be approved as circulated.

## 2. BUSINESS ARISING FROM PREVIOUS MEETING

### 2.1 Supporting Student Services Teachers with Paperwork (IEP Writing)

Discussion included:

- SST have direct and indirect services for students
- Time split (60/40 considering an 8-hour day; 80/20 when we consider the instruction hours in a day)
- Schools want SSTs with students 100% of the day – we need to protect them
- Mr. Verbeurgt has talked to Principals and SSTs to ensure they are not scheduled with students for the entire school day
- 80/20 split is what is needed to do their jobs effectively, however many continue to overschedule themselves by giving 100% of their time to students
- every school has IEP consultation funds to use in extremely busy times (i.e. beginning to middle of October when all the IEP mtgs. are happening)
- last year there was \$550,000 set aside from Priority Measures fund to write IEPs - all but \$20,000 was used – this has rolled over to this year's budget
- Mr. Reimer stated the job is very difficult and HR sees movement of people leaving these roles. They are working on a couple of things – there is funding left from the recruitment and retention fund and money left from the Priority Measures (approx. total of \$40,000). This funding is a 'one time only' source as it is surplus. There is concern about new people and we want to support them so they stay in these positions.
- Mr. Norum advised there is a small increase in consultation budgets this year from \$50,000 to approx. \$60,000 (from surplus funding). Hope to see an increase each year. This doesn't completely address the issue, but it will help.
- Could we support the two Coordinators with a clerical position to help with their paperwork? Clerical wouldn't be able to do much of the work as it needs to come directly from the Student Services Coordinators.
- There are no financial changes since the Bill Standeven report, however there are philosophical changes.
- Would be interested in using the district special education surplus to support time. A lot of this funding has already been allocated to other programs but can be reviewed again. \$250,000 of the surplus is supporting schools that are over their student services allocation.
- During IEP times (October, June, etc.) there is a shift in the time spent with students (usually less time, although this varies from elementary to secondary, where blocks are actually scheduled with students)
- Maybe we need something internal identifying all resources that support students with special needs – what are the existing supports, what are the pathways with IEPs, how are we supporting these pathways. We need to identify what we have and use it to the best of our ability to support these students.
- Motion R-17-48 has triggered thoughtful discussion – it would appear that part of the motion is still alive – there is a plan in its formative stage for support. Rather than rescind the motion, keep this topic on next agenda and get an update on supports, release time, etc.
- maybe there are some items in the Bill Standeven report that we could use
- amend the existing Motion R-17-48, pending a report on how the money that has been set aside is going to be utilized to support student services students and staff

- Would like feedback from Student Service Teachers on their thoughts. The Student Service Coordinators presented on behalf of all Student Service Teachers at the last meeting. There is a Student Service meeting on Nov.2<sup>nd</sup> and Mr. Verbeurgt will bring it up then and report back any new feedback.
- the district provides extra funding every year for students who require supports beyond what their designation provides
- approx. \$1.8 funding is provided for Student Services – Mr. Norum will provide a one-page overview of the funding
- public is probably not aware of the extent to which we subsidize student services.

## 2.2 Progress Report on IEP Progress and Service Delivery

Mr. Verbeurgt reviewed written feedback from Student Service Teachers on what happens in schools from May until now.

Discussion included:

- How many IEPs have been completed so far this year? Probably all major IEPs have been completed – may be some that are more routine that aren't quite done – actual entry into the system will be completed by Dec.1<sup>st</sup>.
- services to students start the first day of school, there is no waiting until the IEP is reviewed
- Student Service Teachers work with principals, families, counsellors, etc. to ensure schedules are set up for students and that families are aware before school starts – schedules will be adjusted as needed through September.
- would like to receive updates like the IEP progress on an on-going basis at committee meetings
- would like to receive a heads-up on issues that may be developing in the district
- would like a report as to where we are with the items in the Bill Standeven report.

## 2.3 Future Directions for Support Services: Pilots and Other Projects that Flow Out of “The Plan”

This item was covered in the previous discussions.

## 3. CORRESPONDENCE AND/OR NEW ITEMS

Nil

## 4. INFORMATION ITEMS

Nil

## 5. ADJOURNMENT

The meeting adjourned at 11:39 a.m.



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

**October 30, 2017, 12:30 p.m.  
Board Office**

Committee Members in  
Attendance:

Trustee Johns (Co-chair)  
Trustee Helgesen (Co-chair) – On phone  
Trustee Bellina

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/Student Services, D. Verbeurgt  
District Principal/Technology, J. Roberts  
Recorder, Sandy Gronlund

Regrets:

Trustee Whalen

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

The public Finance/Operations/Personnel Committee meeting of October 30, 2017 was called to order at 1:45 p.m. by Co-chair Trustee Johns.

**1.2 Approval of the Agenda**

Additions: 4.3 Trustee Remuneration

The agenda of the public Finance/Operations/Personnel Committee meeting of October 30, 2017 was approved as amended.

**1.3 Approval of the Minutes**

The minutes of the public Finance/Operations/Personnel Committee meeting of September 25, 2017 were approved as circulated.

2. **BUSINESS ARISING FROM PREVIOUS MINUTES**

3. **DELEGATIONS/PRESENTATIONS**

4. **NEW BUSINESS**

4.1 **Bus Cameras**

Mr. Norum reviewed the Bus Camera Report with the Board.

**Recommendation A**

*M/S that the Board approve the cameras to be purchased and installed in two of the Cranbrook busses.*

**CARRIED**

Mr. Norum will confirm there is proper signage on the busses with cameras installed.

4.2 **SOFI Report**

Mr. Norum reviewed the Statement of Financial Information (SOFI) report with the Board including the schedules attached reporting employees with income over \$75,000, Board members, and Vendors who have received payments totaling over \$25,000 in the year.

**Recommendation B**

*M/S that the Board approve the School District Statement of Financial Information (SOFI) report, June 30, 2017 as amended and to submit the report to the Minister of Education and to make the report available to the public.*

**CARRIED**

The Board asked that acronyms be spelled out on the Vendors list as this is a public document.

4.3 **Trustee Remuneration**

Mr. Norum distributed a report from the Trustee Compensation Remuneration Committee regarding increases to Trustee salaries.

Trustee Blumhagen would like to see the last raise to be in the term of current trustees.

Trustee Ayling, McPhee, Helgesen, and Bellina are satisfied with the report.

**Recommendation C**

*M/S that the Board approve the Trustee Compensation Remuneration increase as per the stakeholder recommendation.*

**CARRIED**

Co-Chair Johns thanked the Committee members for their work on this report.

**5. ITEMS FOR INFORMATION**

**5.1 Finance Report**

This report has an SRB error on it and will be removed from the Agenda. Mr. Norum will send a corrected report to the Board.

**5.2 Select Standing Committee**

Co-Chair Johns discussed the timeline on the requests for this. In the future, the dates will be looked at earlier to ensure registration is in on time.

The Board thanked Trustee Johns for his work on the presentation he gave at the Select Standing Committee Budget 2018 on October 12, 2017.

**6. QUESTION PERIOD**

Trustee Blumhagen asked about GPS units being installed on busses. Busses currently all have radios installed for communication reasons but not tracking devices.

**7. LATE ITEMS**

**8. ADJOURNMENT**

The public Finance/Operations/Personnel Committee meeting of October 30, 2017 adjourned at 1:20 p.m.

DRAFT

**School District  
Statement of Financial Information (SOFI)  
School District No. 5 (Southeast Kootenay)  
Fiscal Year Ended June 30, 2017**

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Documents are arranged in the following order:

1. Approval of Statement of Financial Information
2. Financial Information Act Submission Checklist
3. Management Report
4. Audited Financial Statements
5. Schedule of Debt
6. Schedule of Guarantee and Indemnity Agreements
7. Schedule of Remuneration and Expenses including:
  - Statement of Severance Agreements
  - Reconciliation or explanation of differences to Audited Financial Statements
8. Schedule of Payments for the Provision of Goods and Services including:
  - Reconciliation or explanation of differences to Audited Financial Statements



Ministry  
of Education

# SCHOOL DISTRICT STATEMENT OF FINANCIAL INFORMATION (SOFI)

6049

<small>SCHOOL DISTRICT NUMBER</small>	<small>NAME OF SCHOOL DISTRICT</small>	<small>YEAR</small>
05	Southeast Kootenay	2017
<small>OFFICE LOCATION(S)</small>		<small>TELEPHONE NUMBER</small>
Cranbrook, BC		250-426-4201
<small>MAILING ADDRESS</small>		
940 Industrial Road 1		
<small>CITY</small>	<small>PROVINCE</small>	<small>POSTAL CODE</small>
Cranbrook	BC	V1C 4C6
<small>NAME OF SUPERINTENDENT</small>		<small>TELEPHONE NUMBER</small>
Lynn Hauptman		250-417-2079
<small>NAME OF SECRETARY TREASURER</small>		<small>TELEPHONE NUMBER</small>
Robert Norum		250-417-2054

**DECLARATION AND SIGNATURES**

*We, the undersigned, certify that the attached is a correct and true copy of the Statement of Financial Information for the year ended*  
June 30, 2017  
*for School District No. 05 as required under Section 2 of the Financial Information Act.*

<small>SIGNATURE OF CHAIRPERSON OF THE BOARD OF EDUCATION</small>	<small>DATE SIGNED</small>
<small>SIGNATURE OF SUPERINTENDENT</small>	<small>DATE SIGNED</small>
<small>SIGNATURE OF SECRETARY TREASURER</small>	<small>DATE SIGNED</small>

EDUC. 6049 (REV. 2008/09)

## Statement of Financial Information for Year Ended June 30, 2017

### Financial Information Act-Submission Checklist

	<i><b>Due Date</b></i>
a) <input type="checkbox"/> A statement of assets and liabilities (audited financial statements).	<i>September 30</i>
b) <input type="checkbox"/> An operational statement including, i) a Statement of Income and ii) a Statement of Changes in Financial Position, or, if omitted, an explanation in the Notes to Financial Statements (audited financial statements)	<i>September 30</i>
c) <input type="checkbox"/> A schedule of debts (audited financial statements).	<i>September 30</i>
d) <input type="checkbox"/> A schedule of guarantee and indemnity agreements including the names of the entities involved and the amount of money involved. (Note: Nil schedules can be submitted December 31).	<i>September 30</i>
e) A schedule of remuneration and expenses, including:	<i>December 31</i>
<input type="checkbox"/> i) an alphabetical list of employees earning over \$75,000, the total amount of expenses paid to or on behalf of each employee for the year reported and a consolidated total for employees earning under \$75,000. If the total wages and expenses differs from the audited financial statements, an explanation is required.	
<input type="checkbox"/> ii) a list by name and position of Board Members with the amount of any salary and expenses paid to or on behalf of the member	
<input type="checkbox"/> iii) the number of severance agreements started during the fiscal year and the range of months' pay covered by the agreement, in respect of excluded employees. If there are no agreements to report, an explanation is required	
f) <input type="checkbox"/> An alphabetical list of suppliers receiving over \$25,000 and a consolidated total for those suppliers receiving less than \$25,000. If the total differs from the Audited Financial Statements, an explanation is required.	<i>December 31</i>
g) <input type="checkbox"/> Approval of Statement of Financial Information.	<i>December 31</i>
h) <input type="checkbox"/> A management report approved by the Chief Financial Officer	<i>December 31</i>

School District Number & Name: School District 5 (Southeast Kootenay)

**School District  
Statement of Financial Information (SOFI)**

**School District No. 5 (Southeast Kootenay)**

**Fiscal Year Ended June 30, 2017**

**MANAGEMENT REPORT**

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all other schedules of financial information and for ensuring this information is consistent, where appropriate, with the information contained in the financial statements and for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Education is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

The external auditors, BDO CANADA LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements as required by the *School Act*. Their examination does not relate to the other schedules of financial information required by the *Financial Information Act*. Their examination includes a review and evaluation of the board's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of School District No, 5 (Southeast Kootenay)

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Lynn Hauptman, Superintendent

Date:

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Robert G. Norum, Secretary Treasurer

Date:

Prepared as required by *Financial Information Regulation*, Schedule 1, section 9

Audited Financial Statements of

**School District No. 5 (Southeast Kootenay)**

June 30, 2017

# School District No. 5 (Southeast Kootenay)

June 30, 2017

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# School District No. 5 (Southeast Kootenay)

## MANAGEMENT REPORT

Version: 1592-9846-7864

### Management's Responsibility for the Financial Statements.

The accompanying financial statements of School District No. 5 (Southeast Kootenay) have been prepared by management in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

The preparation of financial statements necessarily involves the use of estimates based on management's judgment particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and reliable financial information is produced.

The Board of Education of School District No. 5 (Southeast Kootenay) (called the "Board") is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial statements on a monthly basis and externally audited financial statements yearly.

The external auditors, BDO CANADA LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of School District No. 5 (Southeast Kootenay) and meet when required. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the School District's financial statements.

On behalf of School District No. 5 (Southeast Kootenay)

	<u>Sept 25 / 17</u>
Signature of the Chairperson of the Board of Education	Date Signed
	<u>Sept 20 / 17</u>
Signature of the Superintendent	Date Signed
	<u>Sept 20 / 17</u>
Signature of the Secretary Treasurer	Date Signed



Tel: 250 426 4285  
Fax: 250 426 8886  
www.bdo.ca

BDO Canada LLP  
35 10th Avenue South  
Cranbrook BC V1C 2M9 Canada

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## Independent Auditor's Report

---

**To the Board of Education of School District No. 5 (Southeast Kootenay) and  
the Minister of Education of the Province of British Columbia**

We have audited the accompanying financial statements of the School District No. 5 (Southeast Kootenay), which comprise the statement of financial position as at June 30, 2017 and the statements of operations, changes in net debt and cash flows for the years ended June 30, 2017, and a summary of significant accounting policies and other explanatory information.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and presentation of these financial statements in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia, which requires Canadian public sector accounting standards modified by B.C. Regulation 198/2011 "Restricted Contributions", and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements of the School District No. 5 (Southeast Kootenay) for the year ended June 30, 2017 are prepared, in all material respects, in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

### **Emphasis of Matter**

Without modifying our opinion, we draw attention to Note 2(a) to the financial statements which describes the basis of accounting used in the preparation of these financial statements and the significant differences between such basis of accounting and Canadian public sector accounting standards.

*BDO Canada LLP*

Chartered Professional Accountants

Cranbrook, BC

September 12, 2017

# School District No. 5 (Southeast Kootenay)

## Statement of Financial Position

As at June 30, 2017

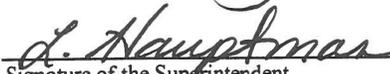
	2017 Actual \$	2016 Actual \$
<b>Financial Assets</b>		
Cash and Cash Equivalents	12,574,246	9,256,334
Accounts Receivable		
Due from LEA/Direct Funding	138,898	193,769
Other	246,937	350,836
<b>Total Financial Assets</b>	<u>12,960,081</u>	<u>9,800,939</u>
<b>Liabilities</b>		
Accounts Payable and Accrued Liabilities		
Other	4,485,892	3,909,933
Unearned Revenue	14,400	7,412
Deferred Revenue	2,516,175	1,956,599
Deferred Capital Revenue	59,984,465	60,144,794
Employee Future Benefits	330,600	304,022
<b>Total Liabilities</b>	<u>67,331,532</u>	<u>66,322,760</u>
<b>Net Financial Assets (Debt)</b>	<u>(54,371,451)</u>	<u>(56,521,821)</u>
<b>Non-Financial Assets</b>		
Tangible Capital Assets	73,963,014	74,804,596
Prepaid Expenses	309,466	229,501
<b>Total Non-Financial Assets</b>	<u>74,272,480</u>	<u>75,034,097</u>
<b>Accumulated Surplus (Deficit)</b>	<u>19,901,029</u>	<u>18,512,276</u>

Contractual Obligations and Contingencies

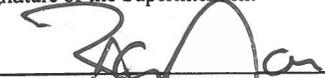
Approved by the Board

  
Signature of the Chairperson of the Board of Education

Sept 25 / 17  
Date Signed

  
Signature of the Superintendent

Sept 20 / 17  
Date Signed

  
Signature of the Secretary Treasurer

Sept 20 / 17  
Date Signed

# School District No. 5 (Southeast Kootenay)

Statement of Operations  
Year Ended June 30, 2017

	2017 Budget	2017 Actual	2016 Actual
	\$	\$	\$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	55,846,863	<b>58,233,359</b>	55,120,652
Other	119,576	<b>99,606</b>	506,666
Tuition	357,900	<b>415,173</b>	1,156,453
Other Revenue	2,319,143	<b>3,546,491</b>	2,512,947
Rentals and Leases	228,000	<b>231,367</b>	135,791
Investment Income	63,000	<b>75,838</b>	58,183
Amortization of Deferred Capital Revenue	2,752,526	<b>2,757,837</b>	2,752,526
<b>Total Revenue</b>	<b>61,687,008</b>	<b>65,359,671</b>	<b>62,243,218</b>
<b>Expenses</b>			
Instruction	48,730,373	<b>50,636,311</b>	49,673,718
District Administration	1,968,738	<b>1,970,551</b>	2,113,203
Operations and Maintenance	9,603,779	<b>9,751,262</b>	9,530,241
Transportation and Housing	1,652,082	<b>1,579,474</b>	1,546,391
Scholarships	36,300	<b>33,320</b>	37,240
<b>Total Expense</b>	<b>61,991,272</b>	<b>63,970,918</b>	<b>62,900,793</b>
<b>Surplus (Deficit) for the year</b>	<b>(304,264)</b>	<b>1,388,753</b>	<b>(657,575)</b>
<b>Accumulated Surplus (Deficit) from Operations, beginning of year</b>		<b>18,512,276</b>	19,169,851
<b>Accumulated Surplus (Deficit) from Operations, end of year</b>		<b>19,901,029</b>	<b>18,512,276</b>

**School District No. 5 (Southeast Kootenay)**

Statement of Changes in Net Financial Assets (Debt)

Year Ended June 30, 2017

	2017 Budget	2017 Actual	2016 Actual
	\$	\$	\$
<b>Surplus (Deficit) for the year</b>	<u>(304,264)</u>	<u>1,388,753</u>	<u>(657,575)</u>
<b>Effect of change in Tangible Capital Assets</b>			
Acquisition of Tangible Capital Assets	(2,406,239)	(2,640,390)	(3,032,689)
Amortization of Tangible Capital Assets	3,473,217	3,481,972	3,473,217
<b>Total Effect of change in Tangible Capital Assets</b>	<u>1,066,978</u>	<u>841,582</u>	<u>440,528</u>
Acquisition of Prepaid Expenses	(236,070)	(309,466)	(229,501)
Use of Prepaid Expenses	236,070	229,501	236,070
<b>Total Effect of change in Other Non-Financial Assets</b>	<u>-</u>	<u>(79,965)</u>	<u>6,569</u>
<b>(Increase) Decrease in Net Financial Assets (Debt), before Net Remeasurement Gains (Losses)</b>	<u>762,714</u>	<u>2,150,370</u>	<u>(210,478)</u>
<b>Net Remeasurement Gains (Losses)</b>			
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>		<u>2,150,370</u>	<u>(210,478)</u>
<b>Net Financial Assets (Debt), beginning of year</b>		<u>(56,521,821)</u>	<u>(56,311,343)</u>
<b>Net Financial Assets (Debt), end of year</b>		<u>(54,371,451)</u>	<u>(56,521,821)</u>

# School District No. 5 (Southeast Kootenay)

Statement of Cash Flows  
Year Ended June 30, 2017

	2017 Actual	2016 Actual
	\$	\$
<b>Operating Transactions</b>		
Surplus (Deficit) for the year	1,388,753	(657,575)
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	158,771	790,022
Prepaid Expenses	(79,966)	6,570
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	575,959	263,479
Unearned Revenue	6,988	(607,765)
Deferred Revenue	559,576	140,334
Employee Future Benefits	26,578	12,421
Amortization of Tangible Capital Assets	3,481,972	3,473,217
Amortization of Deferred Capital Revenue	(2,757,837)	(2,752,526)
<b>Total Operating Transactions</b>	<u>3,360,794</u>	<u>668,177</u>
<b>Capital Transactions</b>		
Tangible Capital Assets Purchased	(2,640,390)	(3,032,689)
<b>Total Capital Transactions</b>	<u>(2,640,390)</u>	<u>(3,032,689)</u>
<b>Financing Transactions</b>		
Capital Revenue Received	2,597,508	2,908,813
<b>Total Financing Transactions</b>	<u>2,597,508</u>	<u>2,908,813</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	3,317,912	544,301
<b>Cash and Cash Equivalents, beginning of year</b>	<u>9,256,334</u>	<u>8,712,033</u>
<b>Cash and Cash Equivalents, end of year</b>	<u><u>12,574,246</u></u>	<u><u>9,256,334</u></u>
<b>Cash and Cash Equivalents, end of year, is made up of:</b>		
Cash	5,316,187	6,423,000
Cash Equivalents	7,258,059	2,833,334
	<u>12,574,246</u>	<u>9,256,334</u>
<b>Supplementary Cash Flow Information</b>		

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 1      AUTHORITY AND PURPOSE**

The School District operates under authority of the *School Act* of British Columbia as a corporation under the name of "The Board of Education of School District No. 5 (Southeast Kootenay)", and operates as "School District No. 5 (Southeast Kootenay)." A board of education (Board) elected for a four-year term governs the School District. The School District provides educational programs to students enrolled in schools in the district, and is principally funded by the Province of British Columbia through the Ministry of Education.

**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

a) Basis of Accounting

These financial statements have been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia. This Section requires that the financial statements be prepared in accordance with Canadian public sector accounting standards except in regard to the accounting for government transfers as set out in Notes 2(d) and 2(i).

In September 2010, the Province of British Columbia Treasury Board ("Treasury Board") provided directive through Government Organization Accounting Standards Regulation 257/2010 requiring all tax-payer supported organizations in the Schools, Universities, Colleges and Hospitals sector to adopt PSA standards of the Canadian Institute of Chartered Accountants ("CICA") without not-for-profit provisions from their first fiscal year commencing after January 1, 2012. In March 2011, PSAB released a new *Section PS 3410 "Government Transfers"*. In November 2011, Treasury Board provided a directive through Restricted Contributions Regulation 198/2011 providing direction for the reporting of restricted contributions whether they are received or receivable by the School District before or after this regulation was in effect. The Treasury Board direction on the accounting treatment of restricted contributions is as described in Notes 2(d) and 2(i).

As noted in notes 2 (d) and 2 (i), Section 23.1 of the Budget Transparency and Accountability Act and its related regulations require the School District to recognize government transfers for the acquisition of capital assets into revenue on the same basis as the related amortization expense. As these transfers do not contain stipulations that create a liability, Canadian public sector accounting standards would require these grants to be fully recognized into revenue. The impact of this difference on the financial statements of the School District is as follows:

Year-ended June 30, 2016 - overstatement of revenue and annual surplus of \$32,093

June 30, 2016                      - understatement of accumulated surplus and an overstatement of deferred capital revenue by \$59,152,157

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Year-ended June 30, 2017 - overstatement of revenue and annual surplus of \$245,696

June 30, 2017                      - understatement of accumulated surplus and an overstatement  
of deferred capital revenue by \$58,906,461

b) Cash and Cash Equivalents

Cash and cash equivalents include highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. These cash equivalents generally have a maturity of three months or less at acquisition and are held for the purpose of meeting short-term cash commitments rather than for investing.

c) Accounts Receivable

Accounts receivable are measured at amortized cost and shown net of allowance for doubtful accounts.

d) Deferred Revenue and Deferred Capital Revenue

Deferred revenue includes contributions received with stipulations that meet the description of restricted contributions in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. When restrictions are met, deferred revenue is recognized as revenue in the fiscal year in a manner consistent with the circumstances and evidence used to support the initial recognition of the contributions received as a liability as detailed in Note 2 (i).

Funding received for the acquisition of depreciable tangible capital assets is recorded as deferred capital revenue and amortized over the life of the asset acquired as revenue in the statement of operations. This accounting treatment is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that creates a liability in which case the transfer is recognized as revenue over the period that the liability is extinguished. See Note 2 (a) for the impact of this policy on these financial statements.

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

e) Employee Future Benefits

The School District provides certain post-employment benefits including vested and non-vested benefits for certain employees pursuant to certain contracts and union agreements.

The School District accrues its obligations and related costs including both vested and non-vested benefits under employee future benefit plans. Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. The benefits cost is actuarially determined using the projected unit credit method pro-rated on service and using management's best estimate of expected salary escalation, termination rates, retirement rates and mortality. The discount rate used to measure obligations is based on the cost of borrowing.

The cumulative unrecognized actuarial gains and losses are amortized over the expected average remaining service lifetime (EARSL) of active employees covered under the plan.

The most recent valuation of the obligation was performed at March 31, 2017 and projected to March 31, 2019. The next valuation will be performed at March 31, 2019 for use at June 30, 2019. For the purposes of determining the financial position of the plans and the employee future benefit costs, a measurement date of March 31 was adopted for all periods subsequent to July 1, 2004.

The School District and its employees make contributions to the Teachers' Pension Plan and Municipal Pension Plan. The plans are multi-employer plans where assets and obligations are not separated. The costs are expensed as incurred.

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

f) Tangible Capital Assets

The following criteria apply:

- Tangible capital assets acquired or constructed are recorded at cost which includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Cost also includes overhead directly attributable to construction as well as interest costs that are directly attributable to the acquisition or construction of the asset.
- Work-in-progress is recorded as an acquisition to the applicable asset class at substantial completion.
- Tangible capital assets are written down to residual value when conditions indicate they no longer contribute to the ability of the School District to provide services or when the value of future economic benefits associated with the sites and buildings are less than their net book value. The write-downs are accounted for as expenses in the Statement of Operations.
- Buildings that are demolished or destroyed are written-off.
- The cost, less residual value, of tangible capital assets (excluding sites), is amortized on a straight-line basis over the estimated useful life of the asset. It is management's responsibility to determine the appropriate useful lives for tangible capital assets. These useful lives are reviewed on a regular basis or if significant events initiate the need to revise. Estimated useful life is as follows:

Buildings	40 years
Furniture & Equipment	10 years
Vehicles	10 years
Computer Hardware	5 years

g) Prepaid Expenses

Prepaid membership dues, insurance, travel expenses and software licensing fees are included as a prepaid expense and stated at acquisition cost and are charged to expense over the periods expected to benefit from it.

h) Funds and Reserves

Certain amounts, as approved by the Board are set aside in accumulated surplus for future operating and capital purposes. Transfers to and from funds and reserves are an adjustment to the respective fund within accumulated surplus when approved (see Note 15 – Internally Restricted Surplus).

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 2**      **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

i) Revenue Recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Contributions received or where eligibility criteria have been met are recognized as revenue except where the contribution meets the criteria for deferral as described below. Eligibility criteria are the criteria that the School District has to meet in order to receive the contributions including authorization by the transferring government.

For contributions subject to a legislative or contractual stipulation or restriction as to their use, revenue is recognized as follows:

- Non-capital contributions restricted for specific purposes are recorded as deferred revenue and recognized as revenue in the year related expenses are incurred,
- Contributions restricted for site acquisitions are recorded as revenue when the sites are purchased, and
- Contributions restricted for tangible capital assets acquisitions other than sites are recorded as deferred capital revenue and amortized over the useful life of the related assets.

Donated tangible capital assets other than sites are recorded at fair market value and amortized over the useful life of the assets. Donated sites are recorded as revenue at fair market value when received or receivable.

The accounting treatment for restricted contributions is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that meets the criteria for liability recognition in which case the transfer is recognized as revenue over the period that the liability is extinguished. See Note 2 (a) for the impact of this policy on these financial statements.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned or service performed.

Investment income is reported in the period earned. When required by the funding party or related Act, investment income earned on deferred revenue is added to the deferred revenue balance.

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 2      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

j) Expenditures

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

- Operating expenses are reported by function, program, and object. Whenever possible, expenditures are determined by actual identification. Additional costs pertaining to specific instructional programs, such as special and aboriginal education, are allocated to these programs. All other costs are allocated to related programs.
- Actual salaries of personnel assigned to two or more functions or programs are allocated based on the time spent in each function and program. School-based clerical salaries are allocated to school administration and partially to other programs to which they may be assigned. Principals and Vice-Principals salaries are allocated to school administration and may be partially allocated to other programs to recognize their other responsibilities.
- Employee benefits and allowances are allocated to the same programs, and in the same proportions, as the individual's salary.
- Supplies and services are allocated based on actual program identification.

Categories of Salaries

- Principals, Vice-Principals, and Directors of Instruction employed under a personal services contract are categorized as Principals and Vice-Principals.
- Superintendents, Secretary-Treasurers, Exempt Staff, Trustees and other employees excluded from union contracts are categorized as Other Professionals.

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 2**      **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** *(Continued)*

k) Financial Instruments

A contract establishing a financial instrument creates, at its inception, rights and obligations to receive or deliver economic benefits. The financial assets and financial liabilities portray these rights and obligations in the financial statements. The School District recognizes a financial instrument when it becomes a party to a financial instrument contract.

Financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, and other liabilities.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of re measurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of re measurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

Financial instruments have been accounted for prospectively since June 30, 2013 in accordance with public sector accounting standards as described above.

l) Measurement Uncertainty

Preparation of financial statements in accordance with the basis of accounting described in Note 2 (a) requires management to make estimates and assumptions that impact reported amounts of assets and liabilities at the date of the financial statements and revenues and expenses during the reporting periods. Significant areas requiring the use of management estimates relate to the potential impairment of assets, liabilities for contaminated sites, rates for amortization and estimated employee future benefits. Actual results could differ from those estimates.

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 3      ACCOUNTS RECEIVABLE – OTHER RECEIVABLES**

	June 30, 2017	June 30, 2016
Due from Federal Government	\$149,018	\$165,469
Other	97,919	185,367
	\$246,937	\$350,836

**NOTE 4      ACCOUNTS PAYABLE AND ACCRUED LIABILITIES - OTHER**

	June 30, 2017	June 30, 2016
Trade payables	\$463,861	\$286,401
Salaries and benefits payable	4,022,031	3,623,532
	\$4,485,892	\$3,909,933

**NOTE 5      UNEARNED REVENUE**

	June 30, 2017	June 30, 2016
Balance, beginning of year	\$7,412	\$615,177
Changes for the year:		
Increase:		
Tuition fees received		541,276
Other	14,400	7,412
Decrease:		
Other recognized	7,412	(1,156,453)
Balance, end of year	\$14,400	\$7,412

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 6 DEFERRED REVENUE**

Deferred revenue includes unspent grants and contributions received that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board, i.e., the stipulations associated with those grants and contributions have not yet been fulfilled.

	June 30, 2017	June 30, 2016
Ministry of Education Grants	\$533,778	\$249,142
Province of BC Grants	17,821	17,263
School Generated	1,157,010	1,136,839
Federal French	-	26,729
Scholarships	807,566	526,626
	<u>\$2,516,175</u>	<u>\$1,956,599</u>

	June 30, 2017	June 30, 2016
Balance, beginning of year	\$1,956,599	\$1,816,265
Changes for the year:		
Increase: Grants and contributions received		
Provincial	2,787,451	1,974,662
Other	3,467,103	2,353,427
Decrease: Grants and contributions recognized		
Provincial	(2,528,986)	(1,994,419)
Other	(3,165,992)	(2,193,336)
Balance, end of year	<u>\$2,516,175</u>	<u>\$1,956,599</u>

**NOTE 7 DEFERRED CAPITAL REVENUE**

Deferred capital revenue includes grants and contributions received that are restricted by the contributor for the acquisition of tangible capital assets that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. Once spent, the contributions are amortized into revenue over the life of the asset acquired.

	June 30, 2017	June 30, 2016
Balance, beginning of year	\$60,144,794	\$59,988,507
Changes for the year:		
Increase:		
Grants and contributions received	2,597,508	2,908,813
Decrease:		
Amortization of deferred capital revenue	(2,757,837)	(2,752,526)
Balance, end of year	<u>\$59,984,465</u>	<u>\$60,144,794</u>

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 8 EMPLOYEE FUTURE BENEFITS**

Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. Funding is provided when the benefits are paid and accordingly, there are no plan assets. Although no plan assets are uniquely identified, the School District has provided for the payment of these benefits.

	June 30, 2017	June 30, 2016
<b>Reconciliation of Accrued Benefit Obligation</b>		
Accrued Benefit Obligation – April 1	525,020	506,654
Service Cost	39,014	32,748
Interest Cost	13,380	11,483
Benefit Payments	(66,309)	(49,923)
Increase (Decrease) in obligation due to Plan Amendment	0	(1,495)
Actuarial (Gain) Loss	(1,375)	25,553
Accrued Benefit Obligation – March 31	<u>509,730</u>	<u>525,020</u>
<b>Reconciliation of Funded Status at End of Fiscal Year</b>		
Funded Status - Surplus (Deficit)	(509,730)	(525,020)
Employer Contributions After Measurement Date	0	10,986
Benefit Expenses After Measurement Date	(13,326)	(13,099)
Unamortized Net Actuarial (Gain) Loss	192,456	223,111
Accrued Benefit Asset (Liability) - June 30	<u>(330,600)</u>	<u>(304,022)</u>
<b>Reconciliation of Change in Accrued Benefit Liability</b>		
Accrued Benefit Liability (Asset) - July 1	304,022	291,601
Net Expense for Fiscal Year	81,901	73,330
Employer Contributions	(55,323)	(60,909)
Accrued Benefit Liability (Asset) - June 30	<u>330,600</u>	<u>304,022</u>
<b>Components of Net Benefit Expense</b>		
Service Cost	38,968	34,315
Interest Cost	13,653	11,957
Immediate Recognition of Plan Amendment	0	(1,495)
Amortization of Net Actuarial (Gain)/Loss	29,280	28,552
Net Benefit Expense (Income)	<u>81,901</u>	<u>73,330</u>

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 8 EMPLOYEE FUTURE BENEFITS** *(Continued)*

The significant actuarial assumptions adopted for measuring the School District's accrued benefit obligations are:

	<u>June 30, 2017</u>	<u>June 30, 2016</u>
Discount Rate – April 1	2.50%	2.25%
Discount Rate – March 31	2.75%	2.50%
Long Term Salary Growth – April 1	2.50% + seniority	2.50% + seniority
Long Term Salary Growth – March 31	2.50% + seniority	2.50% + seniority
EARSL – March 31	11.5	11.5

**NOTE 9 TANGIBLE CAPITAL ASSETS**

**June 30, 2017**

Cost:	Balance at June 30, 2016	Additions	Disposals	Balance at June 30, 2017
Sites	\$5,987,977	\$	\$	\$5,987,977
Buildings	131,464,039	2,007,766		133,471,805
Furniture & Equipment	1,994,474	17,009		2,011,483
Vehicles	3,474,393	563,592	340,981	3,697,004
Computer Hardware	1,465,974	52,023	43,268	1,474,729
<b>Total</b>	<b>\$144,386,857</b>	<b>\$2,640,390</b>	<b>\$384,249</b>	<b>\$146,642,998</b>

Accumulated Amortization:	Balance at June 30, 2016	Additions	Disposals	Balance at June 30, 2017
Sites	\$	\$	\$	\$
Buildings	66,421,797	2,629,974		69,051,771
Furniture & Equipment	724,007	199,447		923,454
Vehicles	1,671,045	347,439	340,981	1,677,503
Computer Hardware	765,412	305,112	43,268	1,027,256
<b>Total</b>	<b>\$69,582,261</b>	<b>\$3,481,972</b>	<b>\$384,249</b>	<b>\$72,679,984</b>

Net Book Value	Net Book Value June 30, 2016	Net Book Value June 30, 2017
Sites	\$5,987,977	\$5,987,977
Buildings	65,042,242	64,420,034
Furniture & Equipment	1,270,467	1,088,029
Vehicles	1,803,348	2,019,501
Computer Hardware	700,562	447,473
<b>Total</b>	<b>\$74,804,596</b>	<b>\$73,963,014</b>

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 9 TANGIBLE CAPITAL ASSETS (Continued)**

**June 30, 2017**

Cost:	Balance at June 30, 2015	Additions	Disposals	Balance at June 30, 2016
Sites	\$ 5,987,977	\$		\$ 5,987,977
Buildings	128,611,838	2,852,201		131,464,039
Furniture & Equipment	2,084,034	40,934	130,494	1,994,474
Vehicles	3,898,932	77,439	501,978	3,474,393
Computer Hardware	1,463,491	62,115	59,632	1,465,974
<b>Total</b>	<b>\$142,046,272</b>	<b>\$3,032,689</b>	<b>\$692,104</b>	<b>\$144,386,857</b>

Accumulated Amortization:	Balance at June 30, 2015	Additions	Disposals	Balance at June 30, 2016
Sites				
Buildings	\$63,839,575	\$2,582,222		\$66,421,797
Furniture & Equipment	646,097	208,404	130,494	724,007
Vehicles	1,783,130	389,893	501,978	1,671,045
Computer Hardware	532,346	292,698	59,632	765,412
<b>Total</b>	<b>\$66,801,148</b>	<b>\$3,473,217</b>	<b>\$692,104</b>	<b>\$69,582,261</b>

Net Book Value	Net Book Value June 30, 2015	Net Book Value June 30, 2016
Sites	\$ 5,987,977	\$ 5,987,977
Buildings	64,772,263	65,042,242
Furniture & Equipment	1,437,937	1,270,467
Vehicles	2,115,802	1,803,348
Computer Hardware	931,145	700,562
<b>Total</b>	<b>\$75,245,124</b>	<b>\$74,804,596</b>

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 10 EMPLOYEE PENSION PLANS**

The school district and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan, jointly trustee pension Plans. The board of trustees for these plans represents plan members and employers and is responsible for the management of the pension plan including investment of the assets and administration of benefits. The pension plans are multi-employer defined benefit pension plans. Basic pension benefits provided are based on a formula. As at December 31, 2016 the Teachers' Pension Plan has about 45,000 active members from school districts, and approximately 37,000 retired members from school districts. As of December 31, 2016 the Municipal Pension Plan has about 193,000 active members, of which approximately 24,000 are from school districts.

The latest actuarial valuation of the Teachers' Pension Plan as at December 31, 2014, indicated a \$449 million surplus for basic pension benefits. As a result of the 2014 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, the employer basic contribution rate decreased. The next valuation will be December 31, 2017, with results available in 2018.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1,927 million was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remained unchanged. The next valuation will be December 31, 2018, with results available in 2019.

Employers participating in the plans record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plans record accrued liabilities and accrued assets for the plans in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plans

School District No. 5 (Southeast Kootenay) expensed \$4,797,045 (2016 - \$5,143,694) for employer contributions to these plans in the year ended June 30, 2017.

**NOTE 11 RELATED PARTY TRANSACTIONS**

The School District is related through common ownership to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations. Transactions with these entities, unless disclosed separately, are considered to be in the normal course of operations and are recorded at the exchange amount.

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 12 CONTRACTUAL OBLIGATIONS**

**Lease Commitments:**

The School District has equipment under operating leases. Lease commitments over the next years are due as follows:

Fiscal Year	Amount
2017-18	\$ 65,954
2018-19	\$ 55,881
2019-20	\$ 55,881
2020-21	\$ 55,881

**NOTE 13 CONTINGENCIES**

In the ordinary course of operations, the School District has legal proceedings brought against it which remain outstanding at the year end. It is the opinion of management that final determination of these claims will not have material effect on the financial position or operations of the School District.

**NOTE 14 EXPENSE BY OBJECT**

	June 30, 2017	June 30, 2016
Salaries and benefits	\$50,358,496	\$49,730,049
Services and supplies	10,130,450	9,697,527
Amortization	<u>3,481,972</u>	<u>3,473,217</u>
	<u>\$63,970,918</u>	<u>\$62,900,793</u>

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 15 INTERNALLY RESTRICTED SURPLUS – OPERATING FUND**

<b>Appropriations Summary</b>	<b>June 2017</b>	<b>June 2016</b>
<b>Special Education</b>		
- District Summary	384,101	276,802
- Itinerant Summary 707	140,782	168,249
- Feb Recalc grant	47,275	18,850
	<u>572,158</u>	<u>463,901</u>
<b>Schools</b>		
- Operating	117,789	189,127
- Learning Resources	130,442	149,707
- Growth Plans	62,168	57,869
- School Based Special Ed	38,751	38,938
	<u>349,150</u>	<u>435,641</u>
<b>Other appropriations</b>		
Contractual Pro-D	87,131	94,869
Aboriginal Education 131	193,693	113,098
Technology Program 701	125,979	78,200
Education Accounts 703	46,278	93,635
Resource Center 704	4,826	1,100
Education Plan 708	294	67,484
Capital Support Fund – New Schools	300,000	
Operating – Enrolment Loss	80,000	
Operating Projects	223,905	89,055
Transportation Fund	273,437	
Student Learning grant	183,143	
PSEC Compensation Plan	150,000	290,125
Performance review requirement	110,400	
Capital Planning Initiatives	47,000	
5 year Technology Plan	500,000	
Classroom Enhancement Fund - Reserve	309,000	
Communications VOIP- Fund 3	80,000	80,000
Software - Follett Lib - Fund 3		52,000
	<u>2,715,086</u>	<u>959,566</u>
<b>Appropriations - Restricted</b>	<u><u>3,636,394</u></u>	<u><u>1,859,108</u></u>
<b>Surplus Summary 2017</b>		
Surplus Beginning of year	2,241,410	2,454,595
Surplus /Deficit for year	2,082,192	16,815
Transfer to Local Capital	(232,000)	(230,000)
Accumulated Surplus/(Deficit)	<u>4,091,602</u>	<u>2,241,410</u>
<b>Appropriations – Restricted</b>	3,636,394	1,859,108
<b>Appropriations – Unrestricted</b>	455,208	382,302
<b>Accumulated Surplus/(Deficit)</b>	<u>4,091,602</u>	<u>2,241,410</u>

**SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED JUNE 30, 2017**

**NOTE 16 ECONOMIC DEPENDENCE**

The operations of the School District are dependent on continued funding from the Ministry of Education and various governmental agencies to carry out its programs. These financial statements have been prepared on a going concern basis.

**NOTE 17 RISK MANAGEMENT**

The School District has exposure to the following risks from its use of financial instruments: credit risk and liquidity risk.

The Board ensures that the School District has identified its risks and ensures that management monitors and controls them.

a) Credit risk:

Credit risk is the risk of financial loss to an institution if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from certain financial assets held consisting of cash, amounts receivable and investments.

The School District is exposed to credit risk in the event of non-performance by a borrower. This risk is mitigated as most amounts receivable are due from the Province and are collectible.

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash deposits and investments as they are placed in recognized British Columbia institutions and the School District invests solely in term deposits.

b) Liquidity risk

Liquidity risk is the risk that the School District will not be able to meet its financial obligations as they become due.

The School District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the School District's reputation.

Risk Management and insurance services for all School Districts in British Columbia are provided by the Risk Management Branch of the Ministry of Finance.



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BDO Canada LLP  
35 10th Avenue South  
Cranbrook BC V1C 2M9 Canada

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## Notice to Reader

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Management has compiled the supplementary schedules of School District No. 5 Southeast Kootenay for the year ended June 30, 2017 and are for the purpose of additional analysis and are not a required part of the financial statements.

We have not performed an audit or a review engagement in respect to this financial information and, accordingly, we express no assurance thereon.

Readers are cautioned that this financial information may not be appropriate for their purposes.

*BDO Canada LLP*

Chartered Professional Accountants

September 12, 2017  
Cranbrook, BC

**School District No. 5 (Southeast Kootenay)**

Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
Year Ended June 30, 2017

	Operating Fund	Special Purpose Fund	Capital Fund	2017 Actual	2016 Actual
	\$	\$	\$	\$	\$
<b>Accumulated Surplus (Deficit), beginning of year</b>	2,241,410		16,270,866	18,512,276	19,169,851
<b>Changes for the year</b>					
Surplus (Deficit) for the year	2,082,192		(693,439)	1,388,753	(657,575)
Interfund Transfers	(232,000)		232,000	-	
Local Capital	1,850,192	-	(461,439)	1,388,753	(657,575)
<b>Net Changes for the year</b>	<b>4,091,602</b>	<b>-</b>	<b>15,809,427</b>	<b>19,901,029</b>	<b>18,512,276</b>

Accumulated Surplus (Deficit), end of year - Statement 2

# School District No. 5 (Southeast Kootenay)

Schedule 2 (Unaudited)

Schedule of Operating Operations  
Year Ended June 30, 2017

	2017 Budget	2017 Actual	2016 Actual
	\$	\$	\$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	53,687,416	55,803,979	53,632,899
Tuition	357,900	415,173	1,156,453
Other Revenue	245,612	374,081	327,774
Rentals and Leases	228,000	231,367	135,791
Investment Income	50,000	51,560	42,549
<b>Total Revenue</b>	<b>54,568,928</b>	<b>56,876,160</b>	<b>55,295,466</b>
<b>Expenses</b>			
Instruction	44,717,546	44,974,653	45,574,033
District Administration	1,968,738	1,970,551	2,101,203
Operations and Maintenance	6,130,562	6,269,290	6,057,024
Transportation and Housing	1,652,082	1,579,474	1,546,391
<b>Total Expense</b>	<b>54,468,928</b>	<b>54,793,968</b>	<b>55,278,651</b>
<b>Operating Surplus (Deficit) for the year</b>	<b>100,000</b>	<b>2,082,192</b>	<b>16,815</b>
<b>Net Transfers (to) from other funds</b>			
Local Capital	(100,000)	(232,000)	(230,000)
<b>Total Net Transfers</b>	<b>(100,000)</b>	<b>(232,000)</b>	<b>(230,000)</b>
<b>Total Operating Surplus (Deficit), for the year</b>	<b>-</b>	<b>1,850,192</b>	<b>(213,185)</b>
<b>Operating Surplus (Deficit), beginning of year</b>		<b>2,241,410</b>	<b>2,454,595</b>
<b>Operating Surplus (Deficit), end of year</b>		<b>4,091,602</b>	<b>2,241,410</b>
<b>Operating Surplus (Deficit), end of year</b>			
Internally Restricted		3,636,394	1,859,108
Unrestricted		455,208	382,302
<b>Total Operating Surplus (Deficit), end of year</b>		<b>4,091,602</b>	<b>2,241,410</b>

# School District No. 5 (Southeast Kootenay)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2017

	2017 Budget	2017 Actual	2016 Actual
	\$	\$	\$
<b>Provincial Grants - Ministry of Education</b>			
Operating Grant, Ministry of Education	53,987,339	54,474,101	53,281,730
INAC/LEA Recovery	(235,612)	(235,612)	(261,218)
Other Ministry of Education Grants			
Pay Equity	457,171	457,171	457,171
Funding for Graduated Adults			7,420
Transportation Supplement		361,459	
Economic Stability Dividend		28,993	39,807
Return of Administrative Savings		277,377	
Carbon Tax Grant	85,000	81,753	79,273
Student Learning Grant		273,050	
FSA Scorer		8,187	8,696
Other Grants			20,020
Growing Innovation		60,000	
Shoulder Tapper		17,500	
Enrollment/Other Adjustments to MOE Operating Grant	(606,482)		
<b>Total Provincial Grants - Ministry of Education</b>	<b>53,687,416</b>	<b>55,803,979</b>	<b>53,632,899</b>
<b>Tuition</b>			
International and Out of Province Students	357,900	415,173	1,156,453
<b>Total Tuition</b>	<b>357,900</b>	<b>415,173</b>	<b>1,156,453</b>
<b>Other Revenues</b>			
LEA/Direct Funding from First Nations	235,612	233,166	206,480
Miscellaneous			
Miscellaneous	10,000	27,574	23,882
Industry Training Authority		54,300	78,872
Courtesy Riders		8,591	7,340
Art Starts		11,200	11,200
Health Proming Schools		27,000	
KDS Fees		12,250	
<b>Total Other Revenue</b>	<b>245,612</b>	<b>374,081</b>	<b>327,774</b>
<b>Rentals and Leases</b>	<b>228,000</b>	<b>231,367</b>	<b>135,791</b>
<b>Investment Income</b>	<b>50,000</b>	<b>51,560</b>	<b>42,549</b>
<b>Total Operating Revenue</b>	<b>54,568,928</b>	<b>56,876,160</b>	<b>55,295,466</b>

**School District No. 5 (Southeast Kootenay)**

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object  
Year Ended June 30, 2017

	2017 Budget	2017 Actual	2016 Actual
	\$	\$	\$
<b>Salaries</b>			
Teachers	22,599,767	22,400,052	21,801,055
Principals and Vice Principals	3,512,867	3,570,983	3,486,887
Educational Assistants	3,697,087	4,184,857	4,060,179
Support Staff	5,068,665	4,895,937	4,907,641
Other Professionals	1,615,563	1,597,392	1,755,323
Substitutes	1,656,239	2,118,464	2,182,267
<b>Total Salaries</b>	<b>38,150,188</b>	<b>38,767,685</b>	<b>38,193,352</b>
<b>Employee Benefits</b>	<b>10,076,052</b>	<b>9,442,787</b>	<b>9,905,453</b>
<b>Total Salaries and Benefits</b>	<b>48,226,240</b>	<b>48,210,472</b>	<b>48,098,805</b>
<b>Services and Supplies</b>			
Services	1,254,329	2,153,253	2,291,754
Student Transportation	29,500	61,847	39,667
Professional Development and Travel	539,808	644,172	597,088
Rentals and Leases	70,000	71,027	59,419
Dues and Fees	71,700	68,243	72,968
Insurance	137,319	107,269	201,546
Supplies	3,007,032	2,330,518	2,847,992
Utilities	1,133,000	1,147,167	1,069,412
<b>Total Services and Supplies</b>	<b>6,242,688</b>	<b>6,583,496</b>	<b>7,179,846</b>
<b>Total Operating Expense</b>	<b>54,468,928</b>	<b>54,793,968</b>	<b>55,278,651</b>

# School District No. 5 (Southeast Kootenay)

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

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	18,610,000	1,359,456		287,427	33,473	1,476,958	21,767,314
1.03 Career Programs	77,876					3,811	81,687
1.07 Library Services	526,441			135,690		29,173	691,304
1.08 Counselling	722,921					35,378	758,299
1.10 Special Education	2,383,338	103,637	3,686,636	19,129	402,353	337,872	6,932,965
1.30 English Language Learning	79,476					3,811	83,287
1.31 Aboriginal Education		67,195	498,221		77,675		643,091
1.41 School Administration		1,939,307		846,437		88,317	2,874,061
1.60 Summer School							-
1.62 International and Out of Province Students							-
<b>Total Function 1</b>	<b>22,400,052</b>	<b>3,469,595</b>	<b>4,184,857</b>	<b>1,288,683</b>	<b>513,501</b>	<b>1,975,320</b>	<b>33,832,008</b>
<b>4 District Administration</b>							
4.11 Educational Administration		101,388			201,665	25,195	328,248
4.40 School District Governance				186,030	116,001		116,001
4.41 Business Administration					618,148	3,181	807,359
<b>Total Function 4</b>	<b>-</b>	<b>101,388</b>	<b>-</b>	<b>186,030</b>	<b>935,814</b>	<b>28,376</b>	<b>1,251,608</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				61,359	129,883	210	191,452
5.50 Maintenance Operations				2,411,127		78,692	2,489,819
5.52 Maintenance of Grounds				124,365		762	125,127
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,596,851</b>	<b>129,883</b>	<b>79,664</b>	<b>2,806,398</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration					18,194		18,194
7.70 Student Transportation				824,373		35,104	859,477
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>824,373</b>	<b>18,194</b>	<b>35,104</b>	<b>877,671</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>22,400,052</b>	<b>3,570,983</b>	<b>4,184,857</b>	<b>4,895,937</b>	<b>1,597,392</b>	<b>2,118,464</b>	<b>38,767,685</b>

**School District No. 5 (Southeast Kootenay)**

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

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2017 Actual	2017 Budget	2016 Actual
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	21,767,314	5,011,394	26,778,708	2,181,714	28,960,422	29,297,516	29,397,268
1.03 Career Programs	81,687	20,313	102,000	64,875	166,875	179,684	158,990
1.07 Library Services	691,304	178,806	870,110	85,702	955,812	899,192	965,759
1.08 Counselling	758,299	188,567	946,866	2,849	949,715	933,954	885,524
1.10 Special Education	6,932,965	1,804,165	8,737,130	429,634	9,166,764	8,550,856	8,619,265
1.30 English Language Learning	83,287	20,313	103,600	4,017	107,617	64,000	73,479
1.31 Aboriginal Education	643,091	181,868	824,959	194,156	1,019,115	1,015,750	1,007,172
1.41 School Administration	2,874,061	735,447	3,609,508	38,825	3,648,333	3,776,594	3,694,331
1.60 Summer School	-	-	-	-	-	-	25,512
1.62 International and Out of Province Students	-	-	-	-	-	-	746,733
<b>Total Function 1</b>	<b>33,832,008</b>	<b>8,140,873</b>	<b>41,972,881</b>	<b>3,001,772</b>	<b>44,974,653</b>	<b>44,717,546</b>	<b>45,574,033</b>
<b>4 District Administration</b>							
4.11 Educational Administration	328,248	75,086	403,334	105,113	508,447	474,646	517,701
4.40 School District Governance	116,001	1,704	117,705	91,168	208,873	222,630	251,508
4.41 Business Administration	807,359	207,732	1,015,091	238,140	1,253,231	1,271,462	1,331,994
<b>Total Function 4</b>	<b>1,251,608</b>	<b>284,522</b>	<b>1,536,130</b>	<b>434,421</b>	<b>1,970,551</b>	<b>1,968,738</b>	<b>2,101,203</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration	191,452	44,198	235,650	88,984	324,634	352,139	363,077
5.50 Maintenance Operations	2,489,819	680,763	3,170,582	1,174,102	4,344,684	4,315,908	4,304,670
5.52 Maintenance of Grounds	125,127	28,204	153,331	299,474	452,805	329,515	319,865
5.56 Utilities	-	-	-	1,147,167	1,147,167	1,133,000	1,069,412
<b>Total Function 5</b>	<b>2,806,398</b>	<b>753,165</b>	<b>3,559,563</b>	<b>2,709,727</b>	<b>6,269,290</b>	<b>6,130,562</b>	<b>6,057,024</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration	18,194	7,205	25,399	1,301	26,700	62,919	30,234
7.70 Student Transportation	859,477	257,022	1,116,499	436,275	1,552,774	1,589,163	1,516,157
<b>Total Function 7</b>	<b>877,671</b>	<b>264,227</b>	<b>1,141,898</b>	<b>437,576</b>	<b>1,579,474</b>	<b>1,652,082</b>	<b>1,546,391</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	-	-	-	-	-	-	-
<b>Total Functions 1 - 9</b>	<b>38,767,685</b>	<b>9,442,787</b>	<b>48,210,472</b>	<b>6,583,496</b>	<b>54,793,968</b>	<b>54,468,928</b>	<b>55,278,651</b>

# School District No. 5 (Southeast Kootenay)

Schedule 3 (Unaudited)

Schedule of Special Purpose Operations

Year Ended June 30, 2017

	2017 Budget	2017 Actual	2016 Actual
	\$	\$	\$
<b>Revenues</b>			
Provincial Grants			
Ministry of Education	2,159,447	2,429,380	1,487,753
Other	119,576	99,606	506,666
Other Revenue	2,073,531	3,151,932	2,185,173
Investment Income	8,000	14,060	8,163
<b>Total Revenue</b>	<b>4,360,554</b>	<b>5,694,978</b>	<b>4,187,755</b>
<b>Expenses</b>			
Instruction	4,012,827	5,661,658	4,099,685
District Administration			12,000
Scholarships	36,300	33,320	37,240
<b>Total Expense</b>	<b>4,049,127</b>	<b>5,694,978</b>	<b>4,148,925</b>
<b>Special Purpose Surplus (Deficit) for the year</b>	<b>311,427</b>	<b>-</b>	<b>38,830</b>
<b>Net Transfers (to) from other funds</b>			
Tangible Capital Assets Purchased	(311,427)		(38,830)
<b>Total Net Transfers</b>	<b>(311,427)</b>	<b>-</b>	<b>(38,830)</b>
<b>Total Special Purpose Surplus (Deficit) for the year</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Special Purpose Surplus (Deficit), beginning of year</b>			
<b>Special Purpose Surplus (Deficit), end of year</b>		<b>-</b>	<b>-</b>

**School District No. 5 (Southeast Kootenay)**

Changes in Special Purpose Funds and Expense by Object

Year Ended June 30, 2017

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	150,029		20,955	526,626	1,136,839		7,500	26,729	37,326
<b>Add: Restricted Grants</b>	311,427	1,109,209				128,982	26,950	142,602	352,597
Provincial Grants - Ministry of Education				300,200	3,150,843				
Provincial Grants - Other				14,060					
Other									
Investment Income				314,260	3,150,843	128,982	26,950	142,602	352,597
Less: Allocated to Revenue	73,290	1,109,209	1,174	33,320	3,130,672	128,982	26,866	169,331	343,466
<b>Deferred Revenue, end of year</b>	<b>388,166</b>	<b>-</b>	<b>19,781</b>	<b>807,566</b>	<b>1,157,010</b>	<b>-</b>	<b>7,584</b>	<b>-</b>	<b>46,457</b>
<b>Revenues</b>	73,290	1,109,209	1,174			128,982	26,866	169,331	343,466
Provincial Grants - Ministry of Education									
Provincial Grants - Other				19,260	3,130,672				
Other Revenue				14,060					
Investment Income				33,320	3,130,672	128,982	26,866	169,331	343,466
<b>Expenses</b>									
Salaries									
Teachers		677,488							
Educational Assistants		160,372							
Other Professionals									
Substitutes		38,754							
Employee Benefits									
Services and Supplies									
	73,290	232,595	1,174	33,320	3,130,672	128,982	26,866	78,886	18,977
	73,290	1,109,209	1,174	33,320	3,130,672	128,982	26,866	169,331	343,466
<b>Net Revenue (Expense) before Interfund Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Interfund Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Revenue (Expense)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**School District No. 5 (Southeast Kootenay)**

Changes in Special Purpose Funds and Expense by Object  
Year Ended June 30, 2017

	Coding and Curriculum Implementation	Priority Measures	MCF Programs	Attendance Support	Clear Sky Summit	TOTAL
	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>			17,263	33,332		1,956,599
<b>Add:</b> Restricted Grants						
Provincial Grants - Ministry of Education	62,630	552,890				2,687,287
Provincial Grants - Other			100,164		2,000	100,164
Other						3,453,043
Investment Income						14,060
<b>Less:</b> Allocated to Revenue	62,630	552,890	100,164	-	2,000	6,254,554
<b>Deferred Revenue, end of year</b>	44,264	532,798	99,606	-	2,000	5,694,978
	18,366	20,092	17,821	33,332	-	2,516,175
<b>Revenues</b>						
Provincial Grants - Ministry of Education	44,264	532,798				2,429,380
Provincial Grants - Other			99,606		2,000	99,606
Other Revenue						3,151,932
Investment Income						14,060
<b>Expenses</b>						
Salaries	44,264	532,798	99,606	-	2,000	5,694,978
Teachers		377,645				1,085,980
Educational Assistants						439,893
Other Professionals			74,706			74,706
Substitutes		56,676				98,810
Employee Benefits		434,321	74,706			1,699,389
Services and Supplies	44,264	98,477	16,377			448,635
	44,264	532,798	99,606	-	2,000	3,546,954
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	-	-	-	-
<b>Interfund Transfers</b>	-	-	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-

# School District No. 5 (Southeast Kootenay)

Schedule 4 (Unaudited)

## Schedule of Capital Operations

Year Ended June 30, 2017

	2017 Budget	2017 Actual			2016 Actual
		Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$	\$
<b>Revenues</b>					
Other Revenue			20,478	20,478	
Investment Income	5,000		10,218	10,218	7,471
Amortization of Deferred Capital Revenue	2,752,526	2,757,837		2,757,837	2,752,526
<b>Total Revenue</b>	<b>2,757,526</b>	<b>2,757,837</b>	<b>30,696</b>	<b>2,788,533</b>	<b>2,759,997</b>
<b>Expenses</b>					
Amortization of Tangible Capital Assets					
Operations and Maintenance	3,473,217	3,481,972		3,481,972	3,473,217
<b>Total Expense</b>	<b>3,473,217</b>	<b>3,481,972</b>	<b>-</b>	<b>3,481,972</b>	<b>3,473,217</b>
<b>Capital Surplus (Deficit) for the year</b>	<b>(715,691)</b>	<b>(724,135)</b>	<b>30,696</b>	<b>(693,439)</b>	<b>(713,220)</b>
<b>Net Transfers (to) from other funds</b>					
Tangible Capital Assets Purchased	311,427			-	38,830
Local Capital	100,000		232,000	232,000	230,000
<b>Total Net Transfers</b>	<b>411,427</b>	<b>-</b>	<b>232,000</b>	<b>232,000</b>	<b>268,830</b>
<b>Other Adjustments to Fund Balances</b>					
Tangible Capital Assets Purchased from Local Capital		128,249	(128,249)	-	
<b>Total Other Adjustments to Fund Balances</b>		<b>128,249</b>	<b>(128,249)</b>	<b>-</b>	
<b>Total Capital Surplus (Deficit) for the year</b>	<b>(304,264)</b>	<b>(595,886)</b>	<b>134,447</b>	<b>(461,439)</b>	<b>(444,390)</b>
<b>Capital Surplus (Deficit), beginning of year</b>		<b>15,652,439</b>	<b>618,427</b>	<b>16,270,866</b>	<b>16,715,256</b>
<b>Capital Surplus (Deficit), end of year</b>		<b>15,056,553</b>	<b>752,874</b>	<b>15,809,427</b>	<b>16,270,866</b>

**School District No. 5 (Southeast Kootenay)**

Tangible Capital Assets  
Year Ended June 30, 2017

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$	\$	\$
Cost, beginning of year	5,987,977	131,464,039	1,994,474	3,474,393	-	1,465,974	144,386,857
Changes for the Year							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw		2,007,766		501,305			2,509,071
Deferred Capital Revenue - Other			3,070				3,070
Local Capital			13,939	62,287		52,023	128,249
Decrease:							
Deemed Disposals			17,009	563,592		52,023	2,640,390
Cost, end of year	5,987,977	133,471,805	2,011,483	3,697,004	-	1,474,729	146,642,998
Work in Progress, end of year							
Cost and Work in Progress, end of year	5,987,977	133,471,805	2,011,483	3,697,004	-	1,474,729	146,642,998
Accumulated Amortization, beginning of year							
Changes for the Year							
Increase: Amortization for the Year		66,421,797	724,007	1,671,045		765,412	69,582,261
Decrease:							
Deemed Disposals		2,629,974	199,447	347,439		305,112	3,481,972
Accumulated Amortization, end of year		69,051,771	923,454	1,677,503		1,027,256	72,679,984
Tangible Capital Assets - Net	5,987,977	64,420,034	1,088,029	2,019,501	-	447,473	73,963,014

**School District No. 5 (Southeast Kootenay)**

Deferred Capital Revenue

Year Ended June 30, 2017

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
	\$	\$	\$	\$
<b>Deferred Capital Revenue, beginning of year</b>	57,122,736	1,736,484	292,937	59,152,157
<b>Changes for the Year</b>				
Increase:				
Transferred from Deferred Revenue - Capital Additions	2,509,071	600	2,470	2,512,141
	<u>2,509,071</u>	<u>600</u>	<u>2,470</u>	<u>2,512,141</u>
Decrease:				
Amortization of Deferred Capital Revenue	2,630,540	48,936	78,361	2,757,837
	<u>2,630,540</u>	<u>48,936</u>	<u>78,361</u>	<u>2,757,837</u>
<b>Net Changes for the Year</b>	<u>(121,469)</u>	<u>(48,336)</u>	<u>(75,891)</u>	<u>(245,696)</u>
<b>Deferred Capital Revenue, end of year</b>	<u>57,001,267</u>	<u>1,688,148</u>	<u>217,046</u>	<u>58,906,461</u>
<b>Work in Progress, beginning of year</b>				-
<b>Changes for the Year</b>				
<b>Net Changes for the Year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Work in Progress, end of year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Deferred Capital Revenue, end of year</b>	<u>57,001,267</u>	<u>1,688,148</u>	<u>217,046</u>	<u>58,906,461</u>

**School District No. 5 (Southeast Kootenay)**

Changes in Unspent Deferred Capital Revenue

Year Ended June 30, 2017

	Bylaw Capital	MEd Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
	\$	\$	\$	\$	\$	\$
<b>Balance, beginning of year</b>	316,006	674,161			2,470	992,637
<b>Changes for the Year</b>						
Increase:						
Provincial Grants - Ministry of Education	2,516,951		69,007			2,516,951
Provincial Grants - Other		11,550				11,550
Investment Income	2,516,951	11,550	69,007	-	-	2,597,508
Decrease:						
Transferred to DCR - Capital Additions	2,509,071		600		2,470	2,512,141
	2,509,071	-	600	-	2,470	2,512,141
<b>Net Changes for the Year</b>	7,880	11,550	68,407	-	(2,470)	85,367
<b>Balance, end of year</b>	<b>323,886</b>	<b>685,711</b>	<b>68,407</b>	<b>-</b>	<b>-</b>	<b>1,078,004</b>

**School District  
Statement of Financial Information (SOFI)**

**School District No. 5 (Southeast Kootenay)**

**Fiscal Year Ended June 30, 2017**

**SCHEDULE OF DEBT**

Information on all long term debt is included in the School District Audited Financial Statements.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 4

**School District  
Statement of Financial Information (SOFI)**

**School District No. 5 (Southeast Kootenay)**

**Fiscal Year Ended June 30, 2017**

**SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS**

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School District No.5 (Southeast Kootenay) has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 5

**School District  
Statement of Financial Information (SOFI)**

**School District No. 5 (Southeast Kootenay)**

**Fiscal Year Ended June 30, 2017**

**STATEMENT OF SEVERANCE AGREEMENTS**

There were no severance agreements made between School District No. 5 (Southeast Kootenay) and its non-unionized employees during fiscal year 2017.

Prepared as required by *Financial Information Regulation*, Schedule 1, subsection 6(7)

<b>SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)</b>		
<b>SCHEDULE OF REMUNERATION &amp; EXPENSE</b>		
<b>YEAR ENDED JUNE 30, 2017</b>		
	<b>Remuneration</b>	<b>Expenses</b>
AYLING, TRINA	12,625.08	3,340.19
BELLINA, BEVERLEY	12,625.08	10,166.76
BLUMHAGEN, JACQUELINE	12,625.08	5,078.04
BROWN, GAIL	12,625.08	1,708.12
HELGESEN, CURTIS	12,625.08	2,301.52
JOHNS, CHRIS	12,625.08	699.38
LENTO, FRANK	15,000.00	5,247.24
MCPHEE, DOUG	12,625.08	584.98
WHALEN, PATRICIA	12,625.08	2,043.78
<b>TOTAL FOR ELECTED OFFICIALS</b>	<b>\$116,000.64</b>	<b>\$31,170.01</b>
<b>LIST OF EMPLOYEES WHOSE REMUNERATION EXCEEDS \$75,000</b>	<b>Remuneration</b>	<b>Expenses</b>
ACKERT, HEATHER L.	81,204.26	103.73
ADAMS, JENNIFER	86,720.62	3,835.20
ANDERSON, TRINA	81,989.54	2,826.70
ASHBRIDGE, JOHN	83,955.93	-
BALFOUR, JOHN	81,415.89	124.27
BALFOUR, SHELLEY	87,806.28	133.34
BARRAS, AMI	77,659.29	131.41
BARTRAW, DANNY W	81,574.50	103.73
BATY, ERNIE	84,868.84	49.50
BEDARD, COLLEEN	77,904.24	1,590.22
BELISLE, BARBARA M.	90,737.12	11.16
BENDKOWSKI, RICK	81,030.94	-
BERMEL, COLLEEN	79,770.40	209.55
BEWSKI, CATHERINE	81,787.40	137.28
BIAFORE, MICHAEL	93,051.64	-
BLAIS, DEBORAH MARIE	92,275.79	25.00
BLISSETT, NORMA	91,050.45	-
BOCK, JULIA ANNE	82,362.15	25.00
BOEHM, ERIN	107,972.93	1,004.66
BOLANDER, DOUGLAS	112,908.38	8,796.49
BOWKER, WANITA	84,311.17	196.95
BROWN, CHERYL	83,390.58	27.41
BUECKERT, EVAN	81,450.48	109.27
BULLOCK, NOEL	78,657.41	-
CAMERON, DONNA LYNN	93,764.55	206.24
CAMPBELL, DENISE	82,490.58	592.80
CAMPBELL, HOLLY	81,279.02	3,192.36
CARLEY, JILL	100,049.10	1,527.33

CASULT, DIANE	131,027.00	20,766.76
CATHERALL, CHRIS	90,928.48	66.47
CAVILLE, JASON	81,575.48	-
CHARDONNENS, PAULA	81,937.61	35.00
CHAREST, SHARLENE	92,238.81	2,591.76
CHECHOTKO, TAMI	92,725.43	238.13
CHOW, PAUL	89,358.62	465.38
CHRISTENSON, LINDA	106,591.26	1,793.30
CONLIN, KATHERINE	84,537.03	145.40
COOLBAUGH, JEFFREY	81,649.08	109.37
COULTRY, MEGHAN	79,015.53	12.00
CROSS, CAROLYN G.	90,213.32	-
DAMANT, ZOE	75,354.18	78.49
DE GRANDPRE, SYLVIE	77,721.03	11.99
DE KLERK, INGRID	88,381.13	33.88
DECKER, BRIAN	85,771.30	-
DEIBERT, KAREN	89,313.98	495.84
DILTS, MORGAN	81,992.74	25.00
DIOUF, ASSANE	77,872.98	103.72
DOLL, DAVID	100,036.12	218.90
DONALDSON, ALISON J.	90,375.63	-
DRAPER, LEAH	81,612.59	-
DUCHSCHERER, GRANT	79,529.06	575.00
DUCHSCHERER, VALERIE	81,249.08	-
DUCZEK, PAUL H.	81,469.29	277.73
DUPLEY, DEBRA	83,127.95	109.37
DURESKI, LARRY	90,994.45	33.88
DYCK, NANCY GAIL	89,279.31	112.50
ELLIOT, TARA	82,664.72	49.50
ERICHSEN, CARLA	88,434.45	-
ESCH, ROXANE	83,638.73	167.49
FAIRBAIRN, STEPHEN	83,197.16	39.65
FAUCHER, SHELLEY	84,293.96	96.16
FAY, BEN	83,449.51	374.88
FILIPE, ASHLEY	79,934.93	
FILLIS, CATHERINE	80,900.64	167.87
FINCH, SARAH	80,229.92	197.40
FRANKLIN, LEE-ANNE	80,991.85	121.36
FRASER, JANE	83,037.24	44.16
FREEMAN, COURTNEY	83,414.74	51.75
FULTON, NICOLE	75,595.59	-
GALVIN, DOROTHY	80,712.60	66.47
GARTSIDE, OREN	81,413.06	-
GEDDES, DANA	92,640.37	319.33
GERMAINE, KARLA M	93,951.64	49.50
GILES, KAREN	108,229.39	1,659.80
GILMOUR, ALEXANDER J.	78,665.36	336.68

GLEB, CINDY	84,274.43	25.00
GONSALVEZ, BETTY	92,314.38	181.00
GONSALVEZ, LOUISE	92,656.32	124.80
GOODWIN, CHRIS	91,050.44	-
GRADY, JAN	81,575.05	-
GRAHAM, LORRAINE	88,115.28	-
GRASDAL, COLETTE D.	81,895.95	200.74
HAMILTON, DALTON	85,411.63	-
HAMILTON, MARY PATRICIA	124,032.64	-
HAMILTON, RYAN	92,304.98	109.26
HART, CARISSA	89,387.37	2,553.36
HAUPTMAN, LYNN K	166,215.08	18,962.58
HAY, ERIN	100,133.10	3,544.88
HILL, DAVID MICHAEL	98,163.84	2,359.75
HOGG, KEVIN	90,693.34	109.37
HOLT, SCOTT	112,691.35	1,514.96
HOWARD, JULIE	93,840.16	49.50
IACOBUCCI, MICHELLE	99,595.95	1,347.73
JAKOBSEN, ELIZABETH	80,395.50	233.64
JOHNS, CAROL	81,471.22	180.70
JOHNSON, CHRISTIE	81,203.83	121.36
JOHNSON, VIVEKA	120,244.04	3,127.20
JOHNSON, WILLIAM	111,921.97	530.52
JONES, ERIN	78,394.58	39.40
JONES, JAMIE ANNE	81,517.26	109.37
KELLY, MICHAEL	100,049.10	2,849.12
KERKHOVEN, TANYA	82,190.46	51.75
KETTENACKER, KAREN	90,075.13	548.99
KIELPINSKI, CHRISTOPHER	91,439.92	69.85
KIRKPATRICK, FRANCES	79,784.04	-
KNUDSGAARD, ELAINE J.	87,035.82	69.33
KUIJT, JANET	83,777.76	159.75
LE GRANDEUR, JO-ANNA	91,132.66	109.37
LEIMAN, KRISTA	95,005.55	60.87
LESAGE, MICHELLE	77,252.17	-
LINDSAY-TADEY, MAGGIE	92,459.95	1,996.76
LOCHRIE, CARLENE	107,208.23	1,815.53
LOEWEN, DAN RUSSELL	90,238.88	92.42
LOWE, PENNY	84,816.29	137.28
LUND, JAMES	97,969.02	2,996.50
LUTZ, KIM	80,962.75	-
LUXTON, TERESA	91,530.14	226.37
LYNES, LINDY	81,612.02	265.25
MACCORMACK, RENEE	87,833.31	421.87
MACDONALD, ADAM	94,517.82	49.50
MADELL, ROBERT	81,649.57	33.88
MALETTA, COLLEEN M.	80,947.91	45.87

MARTIN, DAVID	108,313.39	918.19
MCANERNEY, BRUCE	90,102.67	-
MCGOVERN, JENNIFER	90,953.48	-
MCKEOWN, KIM	84,107.02	153.50
MCKIE, CHRISTINE	108,753.72	2,147.55
MINTO, ADELE	91,281.93	5,312.57
MURRAY, PAMELA	75,679.06	-
NEUFELD, NICOLE	97,601.41	3,675.48
NOHELS, STACEY	83,357.33	35.00
NORUM, ROBERT	146,635.66	3,638.42
NYQUIST, TIFFANY	78,313.64	-
O'GRADY, SHEILA	86,631.50	-
PARKER, JAMIE	84,086.70	75.92
PARON, MARK	90,192.75	265.25
PASSEY, SUSY	90,831.93	2,908.68
PATERSON, MICHELLE	92,486.07	138.52
PAYNE, SHERRY	89,991.49	112.73
PENDRY, ANDREA	79,761.34	12.00
PEPPER, LORRAINE MARIE	92,472.10	11.99
PHILLIPS, LAURA-LEE	105,926.62	2,903.44
POCHA, FILOMENA	79,055.15	-
PODRASKY, SHEILA	83,731.84	51.75
POLACIK, RUSAN	79,546.92	2,525.41
POULIN, ANICK	81,266.28	6.25
PURDY, KERRIE	82,491.11	35.00
REIMER, BRENT	135,202.51	11,327.32
ROBERTS, JENNIFER	110,979.58	14,589.80
ROBERTS, TRUDY	82,490.58	16.75
ROBERTSON, ROSS	92,167.42	143.25
ROBINSON, JAMES MARTIN	91,629.93	684.37
RUNZER, LESLEY	78,137.54	7,674.36
RUOSS, KATE	88,476.48	84.71
RUSSCHEN, JULIE	89,436.89	8,969.02
SAARI, JEFF	81,470.43	-
SALANSKI, SHELLEY	83,390.58	25.00
SARTOREL, MICHELLE	112,339.13	4,700.90
SAUERBORN, MARDELLE	82,363.44	332.56
SAVILLE, MIRIAM	91,036.11	53.89
SHORT, STACEY	93,051.64	14,851.67
SINCLAIR, SEAN	90,492.42	1,489.72
SMALDON, KAYLA	79,425.14	-
SMITH, AMY	76,394.26	337.76
SMITH, CHRISTINA	91,835.40	45.11
SOPER, DARLENE	83,506.77	1,167.35
SOPKO, FRANK	108,235.92	784.03
SPARKS, KIM	81,542.69	81.34
SPENSLEY, PATRICK D	91,050.45	191.16

STANDING, DAVID	109,242.12	1,277.95
SUBRA, FREDERIC	91,112.89	372.37
SUTHERLAND, NICOLLE	94,201.95	44.16
TANK, JOSEPH	98,520.56	3,391.85
TAYLOR, DARRELL J.	91,732.90	293.83
TEMRICK, TAMMY	82,342.57	52.59
THALHEIMER, JOSLIN	90,213.66	165.52
THIELEN, DARALYN	93,960.34	73.00
THORN, AARON	108,313.39	2,142.06
TICHAUER, JASON	134,728.01	19,455.40
TRAVERSE, ADELAINE	84,291.50	25.00
TRAVIERSO, DON	80,674.50	87.16
TURNER, WENDY	90,907.53	124.27
TYSON, BRENDA	107,853.72	6,909.25
VAN DER WALT, DANIEL	91,050.45	36.55
VAN HESTEREN, JULIE A.	80,793.84	-
VERBEURGT, DARCY M.	105,939.25	17,173.25
VORDING, MONICA	80,704.54	112.50
VOYSEY, DAWN	108,753.72	3,184.47
WAGNER, TANYA	77,446.01	417.04
WALES, SANDRA	91,065.88	33.50
WALKER, BILL	91,816.96	92.42
WALKER, DARRELL	75,879.11	49.50
WALMSLEY, WAYNE	79,848.84	109.37
WASYLOWICH, KALEY	102,775.84	883.32
WEATHERALL, JOANNE	80,762.32	-
WEBER, CARA LEAH	82,020.16	1,033.98
WHALEN, SEAN	91,092.27	-
WHITE, CONNIE	90,869.39	72.80
WILKINSON, CHERYL	80,046.82	109.37
WILLS, ADAM	80,302.59	-
YUILL, SCOTT	81,451.40	198.45
ZIMICH, CAROLYNE	91,058.23	-
<b>A. TOTAL FOR EMPLOYEES WHOSE REMUNERATION EXCEEDS \$75,00</b>	<b>\$ 18,143,701.68</b>	<b>\$ 254,825.50</b>
<b>B. REMUNERATION TO EMPLOYEES PAID \$75,000 OR LESS</b>	<b>\$ 24,223,203.17</b>	<b>\$ 188,946.96</b>
<b>TOTAL EMPLOYEE REMUNERATION</b>	<b>\$ 42,366,904.85</b>	<b>\$ 443,772.46</b>
<b>C. REMUNERATION TO ELECTED OFFICIALS</b>	<b>\$ 116,150.64</b>	<b>\$31,170.01</b>
<b>D. EMPLOYER PORTION OF EI AND CPP</b>	<b>\$ 2,183,413.83</b>	

<b>SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)</b>	
<b>SCHEDULE OF PAYMENTS FOR GOODS AND SERVICES</b>	
<b>YEAR ENDED JUNE 30, 2017</b>	
<b>A. LIST OF SUPPLIERS WHERE PAYMENTS EXCEED \$25,000</b>	
AFFORDABLE FLOORS LTD.	31,358.70
AMAZON	40,294.11
APPLE CANADA INC. C3120	153,569.53
ARI FINANCIAL SERVICES T46163	68,181.60
BARAGAR ENTERPRISES LTD	27,405.00
BC HYDRO	578,722.38
BCSTA (British Columbia School Trustees Association)	37,761.44
BORDER HOLDINGS LTD	232,838.13
CALIBER SPORT SYSTEMS	26,715.71
CAMERON ENTERPRISES	64,849.93
CANADIAN ROCKIES LANDSCAPE COR	28,159.93
CASTLE FUELS (2008) INC	208,053.33
CFTA (Cranbrook and Fernie Teachers Association)	112,603.02
CITY OF CRANBROOK	27,086.45
CLARKSON CONTRACTING LTD	35,143.11
CLIMATE ACTION SECRETARIAT	60,847.50
CLOVERDALE PAINT INC	29,195.75
COLLEGE OF THE ROCKIES	115,185.85
COLUMBIA BASIN ALLIANCE FOR LI	65,690.50
COOK'S ELECTRICAL SERVICE	56,755.66
CUMMINS	33,230.95
DATA MAESTRO SOLUTIONS INC.	45,757.08
DELL CANADA INC	198,642.53
DISTRICT OF SPARWOOD	48,670.89
DONNA DICKIE DRAPERIES	31,616.83
DST CONSULTING ENGINEERS INC.	67,166.24
DYNAMIC SPECIALTY VEHICLES LTD	524,381.91
EB HORSMAN & SON	38,915.63
FALCON ENGINEERING LTD.	58,591.39
FERNIE AUTO PARTS LTD	28,996.92
FERNIE WOMEN'S CENTRE	69,290.50
FLEETCOR CANADA MASTERCARD	35,234.25
FOLLETT LIBRARY RESOURCES	53,482.87
FORTISBC	288,110.66
IBM CANADA LTD	197,670.79
INTERIOR HEALTH	36,737.37
INTERROUTE CONSTRUCTION LTD	87,757.95
JAFFRAY PUMP & PANTRY LTD	32,201.66
JOHNSON'S HEATING (629189 B.C.	53,886.14
KEY CITY THEATRE	34,740.53
KIMCO CONTROLS LTD	119,032.70

KOOTENAY COLUMBIA HOME MEDICAL	31,147.76
KOOTENAY LANDSCAPE	47,114.94
M & K PLUMBING & HEATING CO. L	225,132.24
MINISTER OF FINANCE	30,887.69
MUNICIPAL PENSION PLAN -EXCLUDED	132,864.07
MUNICIPAL PENSION PLAN - CUPE	861,314.12
MURRAY'S OFFICE LTD	90,453.40
NORTHSTAR MOTORS LTD.	27,474.58
PACIFIC BLUE CROSS	1,118,591.01
PACIFIC COAST INFORMATION SYST	42,551.04
PAULSON FIRE & FLOOD	74,560.09
PEAK ENVIRONMENTAL LTD.	52,167.49
PEARSON CANADA INC. T46254	34,852.02
PEBT IN TRUST (Public Education Benefits Trust)	826,697.62
POINTS WEST AUDIO VISUAL LTD	55,026.37
POWERSCHOOL CANADA ULC	41,002.50
PROAUDIO AND LIGHTING	26,423.25
QUANTUM LIGHTING, INC.	49,656.60
ROPER GREYELL LLP	28,583.09
ROYNAT INC	130,278.36
SCHOOLHOUSE PRODUCTS INC.	51,355.40
SCOTT-JAMES CONSULTING	54,858.47
SHELL ENERGY NORTH AMERICA (CA	129,833.05
SHELTER MODULAR INC	94,614.46
SOFTCHOICE LP	28,202.41
SPORTFACTOR INC.	26,114.55
STAPLES BUSINESS DEPOT #252	29,960.83
TELUS	58,329.50
TELUS MOBILITY	25,728.33
TERRACOM SYSTEMS LTD.	67,115.77
TEACHER PENSION PLAN	3,855,894.95
TRAINOR MECHANICAL CONTRACTORS	506,956.99
TURNER'S ASPHALT & BOBCAT SERV	36,967.37
W. INGRAM BUILDING MATERIALS L	27,075.52
WESTERN ROOFING MASTER ROOFERS	60,402.17
WHITE PAPER CO.	49,103.52
WOLSELEY MECHANICAL GROUP - AL	43,948.14
WOOD WYANT	158,448.56
WORKSAFE BC ONLINE	258,530.96
WSP CANADA INC.	57,063.24
ZUMA LIFT SERVICE INC.	36,960.00
<b>A. TOTAL FOR SUPPLIERS WHERE PAYMENTS EXCEED \$25,000</b>	<b>\$ 13,668,775.85</b>
<b>B. SUPPLIERS PAID \$25,000 OR LESS</b>	<b>\$ 2,193,930.67</b>
<b>TOTAL PAYMENTS FOR GOODS &amp; SERVICES</b>	<b>\$ 15,862,706.52</b>

<b>SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)</b>	
<b>STATEMENT OF FINANCIAL INFORMATION</b>	
<b>Year Ended June 30, 2017</b>	
<b>Reconciliation of Payments per SOFI to June 30, 2017 Financial Statements</b>	
Remuneration - all Employees per SOFI including taxable benefits	\$ 42,483,055.49
Employee Expenses	474,942.47
Employer Premium for CPP/EI	2,183,413.83
Payments for Goods & Services	15,862,706.52
	<b>\$ 61,004,118.31</b>
<b>Financial Statement Expenditures</b>	<b>\$ 63,970,918.00</b>
Capital Asset Additions	2,640,390.00
Amortization of capital assets	(3,481,972.00)
School Generated Fund Expenses	(3,130,672.00)
Bus Trip & custodian wage recoveries	44,381.15
CUPE Union\Teacher\TOC wages & Benefits recovered	340,242.76
GST Rebates	282,811.37
WCB recoveries	64,016.79
Dental Premium Holiday cheques posted to benefit expense	100,000.00
	<b>\$ 60,830,116.07</b>
Difference	<b>\$ 174,002.24</b>
The expenditures per the Schedule of Payments compared to expenditures per the Financial Statements will differ for the following reasons:	
<b>Schedule of Payments</b>	<b>Financial Statements</b>
cash basis	accrual basis
variations in prepaids; payables and receivables from year to year	
some expense recoveries are credited directly to expense accounts	

<b>SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)</b>	
<b>STATEMENT OF FINANCIAL INFORMATION</b>	
<b>Year Ended June 30, 2017</b>	
<b>Reconciliation of Payments per SOFI to June 30, 2017 Financial Statements</b>	
<b>Remuneration - all Employees per SOFI including taxable benefits</b>	<b>\$ 42,483,055.49</b>
<b>Employee Expenses</b>	<b>474,942.47</b>
<b>Employer Premium for CPP/EI</b>	<b>2,183,413.83</b>
<b>Payments for Goods &amp; Services</b>	<b>15,862,706.52</b>
	<b>\$ 61,004,118.31</b>
<b>Financial Statement Expenditures</b>	<b>\$ 63,970,918.00</b>
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variations in prepaids; payables and receivables from year to year	
some expense recoveries are credited directly to expense accounts	

Re: Ad-hoc Trustee Compensation Remuneration Committee - Recommendations

The committee of SD5 stakeholders met on Sept 27, 2017 with Secretary Treasurer, Rob Norm in attendance for a portion of it, to help answer committee questions.

After much deliberation, the committee would like to submit the following recommendations to the Board:

- 1) That the Trustee Compensation Remuneration be increased by four percent yearly, retroactive from July 2016 to July 2018 as set out in the following;

	<u>Chair:</u>	<u>Trustee:</u>
Current:	15,000.00	12,625.00
July 2016-2017	15,600.00	13,130.00
July 2017-2018	16,224.00	13,655.20
July 2018-2019	16,872.96	14,201.41

Rationale: As the Board voluntarily froze their Trustee Compensation starting in 2008, and based on such a low dollar amount, the Committee feels that the four percent raise is in line with other labour groups in our District and may possibly encourage people to consider running for the position of School Trustee in future elections.

- 2) That the Trustee Compensation Remuneration continues to be increased by two percent yearly starting July 2019.

Rationale: The Committee feels that a yearly increase is needed to ensure the position of School Trustee experiences continual growth to not only maintain but further attract people who may be considering running for these valuable positions.

# SOUTHEAST KOOTENAY

## School District 5 Superintendent's News



***November, 2017***



## Superintendent's Activities - Lynn Hauptman

### Kootenay Boundary BCSSA Branch Meeting

Our District Management team journeyed to Arrow Lakes School District last month for a meeting with the Regional Kootenay Boundary Branch BCSSA. This was a great opportunity to connect with District Management staff from the various school districts and to hear from various members of the ministry. As part of the agenda we had the following:

- Leyton Schnellert, Assistant Professor UBC-O and Academic Advisor, UBC-West Kootenay Teacher Education Program on Collaborative Inquiry and the Redesigned Curriculum and the In- Situ Learning in Teacher Education that is part of our UVIC Education program at College of the Rockies.

- Janet Stewart from BCPSEA on recruitment and retention and the Memorandum of Agreement Implementation following the Supreme Court Ruling on Class Size and Composition.

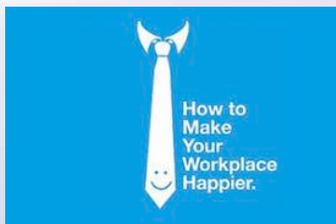
- Suzanne Hoffman (Chief Educator from MOE) on Ministry Updates on Educational Transformation and the Learning Advisory Board. Unfortunately, Suzanne needed to be in Victoria as the government was in session but she shared her information with us via PowerPoint.

- Kindy Gosal from Columbia Basin Trust provided an update on the Regional Physical Literacy Working Group and other School District and CBT connections.

### BCPSEA Symposium

Along with Trustee Bellina and Brent Reimer, I attended the BC Public Schools Employers' Association. The theme of this year's program focused on Organizational Culture and featured keynote speaker Jennifer Moss.

As author of the book *Unlocking Happiness at Work*, Jennifer has made the study of happiness in the workplace her passion and professional focus. Jennifer shared current research and strategies drawn from her Ontario project, "the HERO Generation," which explores the impact of healthier educators on students' academic outcomes. Balancing research and real-world case studies, Jennifer presented informative and inspirational stories for school district leaders to consider in their building of strong organizational cultures.



In addition we heard from Tracey Gurton on "Building a Strong Organizational Culture: Whose Responsibility is It?" and Allan Seckel, CEO of Doctors of BC who discussed implementing a healthy and supportive workplace culture.

Delegates to this HR Symposium also had a choice of follow-up HR sessions.

### Ministry of Education – BCSTA 3rd Annual Partner Liaison Meeting

On October 25th, Board Chair Frank Lento and Secretary-Treasurer Rob Norum and I had a chance to attend this meeting with the rest of the 59 districts in the province with both the Ministry of Education and the BC School Trustees Association. This was our first chance to all meet with Deputy Minister Scott MacDonald and his Education staff. It was a very full agenda where we had both presentations and facilitated conversations. DM MacDonald shared the Vision and Ministry Priorities and we heard from Dean Goodman on the Framework for Enhancing Student Achievement. In addition, we had discussions with Suzanne Hoffman and Jenn McCrea on Improving Student Outcomes and had some excellent presentations from districts on what they are doing to foster strong leadership in support of student success. Details on the recently announced education funding review was also discussed. Districts were also asked for feedback on all of these topics. The day ended with an opportunity to have a Question and Answer Session with Deputy Minister MacDonald.

Superintendents also met the day before this meeting with the Deputy Minister and his staff and Board Chairs met the day after with the BCSTA. A very full three days indeed!

### Remembrance Day

Hopefully, you will have an opportunity to participate in one of the Remembrance Day Assemblies held at our schools. Every year, I am profoundly moved by the ceremony at a public school. Each school or school community does their utmost to ensure that our veterans are not forgotten in ceremonies steeped in tradition. Every school brings their own special touch to these ceremonies. If all goes as planned, I will have attended one assembly at Mount Baker Secondary School and one at Laurie Middle School. Thank you to our staff and students for the incredible job you all do to bring attention to this very important day and to commemorate our veterans.



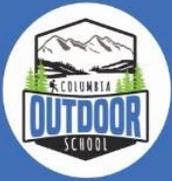
# Superintendent's Activities - Lynn Hauptman

## Me to We Day in Calgary

Once again, a number of our schools earned their way to the yearly celebration of the Me to We Day in Calgary. Unfortunately for the Elk Valley schools, the weather did not cooperate and schools had to come in by livestream. Even though it is not quite the same as being there in person, it was still an awesome experience! As stated on their official website....*WE Day is the greatest classroom in the world. This stadium-sized event—held in 17 cities across the United States, Canada, the UK and the Caribbean—brings together world-renowned speakers and award-winning performers with millions of young people and families to celebrate and inspire another year of incredible change.* This event brings together A-list performers, and tens of thousands of youth to celebrate a year of action that transformed communities and changed lives. Schools cannot buy tickets to WE Day – they have to be earned through service. For the year prior to the event, schools must take on one local and one global action and report in order to earn their way to WE Day. Because of the generosity of partners, WE Day is free to attend.



This year some of the headliners included George Takei of Star Trek, Rick Hansen, Sean Hook, Lindsay Ell, Ana Golja, Tanner Zipchen, Rasheda Ali, Alexandre Trudeau, Siera Bearchell, of course, founders Craig and Marc Kielburger. Students and Staff members from Jaffray Elementary Junior Secondary, Laurie Middle School, Parkland Middle School, Sparwood Secondary, Fernie Secondary, Rocky Mountain Elementary School, Frank J Mitchell Elementary School and Elkford Secondary School had an incredible experience. A total of 170 students and staff participated!



NEWS... 



## The Idlewild Replanting Project is nearing completion!

In a partnership between Columbia Outdoor School and School District 5, over 2,000 students attended Idlewild Park, participating in lessons and activities presented by Columbia Outdoor School staff. Lessons were delivered in an experiential manner and focused on habitats, invasive species, and ecosystems. The students then helped to replant riparian areas along the lake with native species. Feedback from students, teachers and parents has been extremely positive! Students have enjoyed the hands on lessons and are really connecting with the project.

## Important Dates for Trustees:

Nov. 23-25 - Trustee Academy in Richmond

Nov. 30 - Performance Review Presentation



On Friday, October 13 Chris Hadfield presented at Western Financial Place in Cranbrook to a packed house! The presentation was also LiveStreamed to schools for those who did not attend. What a great opportunity for SD5 students and staff!

# Education Update



## **New Curriculum Transition Extended for Graduation Years**

Teachers, school districts and post-secondary institutions will have one more year to prepare for the implementation of the new Grade 11-12 curriculum, Education Minister Rob Fleming announced today.

The additional year of transition is in response to feedback from educators in the K-12 sector, along with post-secondary partners, who need to ensure alignment of the new 10-12 curriculum with their admission processes and requirements.

"Success in the graduation years is very important for a student's smooth transition to post-secondary opportunities," said Fleming. "That's why we are giving our partners in the sector this extra year to ensure the new curriculum will serve our students, providing them with the best possible chance for future success."

Students will also benefit from educators having more time to develop classroom supports such as instructional samples and assessment resources, and incorporate the curriculum's core competencies and Aboriginal content into their classrooms.

"BCCPAC appreciates that all educators want to be fully prepared to facilitate a smooth transition to the new curriculum," said Jen Mezei, president, B.C. Confederation of Parent Advisory Councils (BCCPAC). "The extra year will also give students and parents more time to understand the changes, and how they will affect post-secondary admission requirements."

The Grade 11-12 curriculum will now be mandated for use in all B.C. classrooms starting September 2019. The Grade 10 curriculum will be implemented as planned in September 2018, building on the successful implementation of the new K-9 curriculum, meaning all current Grade 9 students will continue their learning with the new curriculum throughout their graduation years.

The first provincial-literacy graduation assessment will be moved to align with the new Grade 11 and 12 curriculum implementation, with the first assessment scheduled for January 2020. As previously planned, the provincial-numeracy graduation assessment will be taken for the first time in January 2018 as part of a staged roll-out, with another session in June 2018.

### **Learn More:**

B.C.'s new curriculum: <https://curriculum.gov.bc.ca/>

## **BC Human Rights Commission - Join the Conversation**

The Province is re-establishing the British Columbia Human Rights Commission. To do this thoughtfully, feedback is being gathered to help guide decisions on the role, functions and priorities of the new commission. Citizens across BC - including students - are encouraged to join the conversation on the [BC Human Rights Commission engagement webpage](#).

Schools, classes and individual students are invited to participate. Classes that might be interested include Social Justice 12, Law 12, and Social Studies 10.

A handy [one-pager](#) has been created for educator's interested in this topic. The [engagement webpage](#) will be accepting comments and written submissions until **November 17, 2017**.

Please consider sharing this invitation with teachers and other educators in your district that you may feel would be interested.

SD5 Class Size  
Composition complete  
for 2017/2018!

# NEWS FROM SCHOOLS

## Halloween 2017

Leadership students at École Isabella Dicken Elementary organized a "Scare Hunger Campaign" for Halloween and collected food items to donate to the local food bank.



Having a spectacular Halloween Day at IDES.



ESS Staff and Students getting into the Halloween spirit!



Thank you to Jane Foy for the album covers from Maker Day! at Rocky Mountain Elementary School!



## First Snowfall!

Kinley, Landon & Taylor at Pinewood Elementary School enjoyed the first big snowfall in Cranbrook.

# NEWS FROM THE SECRETARY-TREASURER, DIRECTORS, DISTRICT PRINCIPALS

## Update from the Secretary-Treasurer: - Rob Norum

The Finance Department is focusing on finalizing the budget changes and enrolment for the amended annual budget.

Meeting with Architect Catherine Chernoff on the conceptual segment of the renovation of the old Fernie Board Office facility. The building is outdated and requires mechanical, electrical and some



structural work to make sure it serves the District well into the future.

We received the 1701 enrolment verification for sign-off for Sept 29th enrolment count. We are up in enrolment over projection by approximately 10 students or a total of 67 overall from September 2016.

Thanks to Darlene Soper and Sandy Gronlund for their efforts over the past few months working on the numerous Ministry of Education Reports required at this time of year.

## Update from the Director of Human Resources -Brent Reimer

Human Resources to date has filled 195 teaching and 104 CUPE positions for the current school year. The Education Fund positions are now posted and many are already filled.

With the restored language of the teacher collective agreement, we are now reviewing monthly classes that require remedy. These are situations where classes exceed the stipulated class size limits or composition or both. Remedy for a class in this situation can be additional prep time, a co-teacher or another agreed upon support.

The District Health and Safety team has met twice this school year and continues to make significant progress towards improved district processes. The team is set to meet quarterly to review district health safety concerns/issues and to monitor/support school health and safety teams with their work in schools.



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

**VTRA Initiatives** - We have recently completed our latest training session, and have another 25 folks trained in Level 1 and 2 of the Erase Bullying VTRA tool. This valuable training has been instrumental in having our school-based folks make confident, accurate assessments on potential threats or acts in our building. Thanks to Dave Hill and Sharlene Charest for assisting Diane Casault and me in delivering this training in Cranbrook and Fernie this month. As well, Sharlene Charest and I attended the provincial Safe School Coordinator meeting in Richmond and gathered valuable information about our SOGI Educator Network and new Safer Schools Together initiatives.

**Aboriginal Education** - Our AIMS software is up and running! We are excited to have our new student information system matched up with MYEd and providing our Aboriginal Education Support Workers (AESWs) with accurate data.

As well, we have had both our AESW and Aboriginal Education Enhancement Agreement Review Committee meetings this month. We were able to share our new Agreement with our group, and we were very excited to have many new faces around the table!

**Youth Trades Capital Grant** - I just finished sending off our Grant report for the Youth Trades Capital Grant we were awarded last year, and I am pleased to say that we have already spent over \$70,000 on necessary shop equipment for all of our middle and secondary schools! We also have access to another \$35,000 for this year.

**DSAC** - On November 2 we hosted our first District Student Advisory Council meeting. What a great day of gathering valuable feedback from our students on the SD5 Strategic Plan, with an emphasis on 'Engaging All Learners'. We had almost 50 students from all of our schools with grades 9-12. Thanks to Gail Rousseau, Mike Kelly, Jennifer Roberts and Kate Russell for the awesome help!



## Update from the Director of Student Learning and Innovation - Diane Casault

### Early Years – Kindergarten Transitions

Thanks to the management team able to support and report out on our David Sobel visit (see Lynn's Week at Glance and Darcy's contribution in the Super's report). It is exciting and busy times in the Early Years with work being done around Early Years to Kindergarten Transitions as well as East Kootenay Coalition and all Early Years' tables moving forward with revisions to their strategy plans.



### Human Early Learning Partnership – CHEQ (Childhood Experiences Questionnaire) <http://earlylearning.ubc.ca/cheq/>

The CHEQ is an innovative way to capture and report on children's experiences in their early environments – from birth to Kindergarten. The questionnaire focuses on experiences in specific areas of development that are strongly linked to children's health and well-being, education and social outcomes. **The information from the CHEQ helps us understand how children are doing so that teachers, school districts and communities can provide better support and services to families and their children.**

SD 5 participated this fall in the CHEQ pilot. We are very fortunate to have a team from UBC HELP visiting our district in late November to share with us the results of our pilot as well as to collect any feedback and suggestions we have to offer.



Schedule visit: Thursday 2:30pm presentation to PVP group CBO

Thursday 3:30 – 4:30 pm presentation to K teachers and parents CBO

Friday 8:30 – 11 am presentation to Early years, support and other stakeholders CBO

**AWES Strongstart** program is saying farewell to Kirsten Johnson their facilitator for many years. We are very sad to see her go but wish her the best of luck in her new endeavors. Thanks Kirsten you will be missed!



### Common Student Information Consortium (CSISC)

Late October saw BC school districts gather to share, learn, and plan for BC's Learning Transformation Project. Topics included: Managing Class Size and Composition, MyEd to support Learning and Enhance Assessment Practices, Competency Based IEP, Family and Student Portal, Analytics and reporting strategies to name a few.

It is exciting to see the enhancements in the MyEd system as it pertains to Assessment and Reporting, Competency Based IEP (with Shelley Moore), and overall functionality.



## Update from the District Principal Student Services - Darcy Verbeurgt

### Student Services Update

The Kootenay-Boundary Council of Administrators in Special Education (CASE) met in mid-October to discuss best practices around serving students with serious mental illness. We also discussed strategies on how to best recruit and retain both specialist teachers and Student Services Teachers.



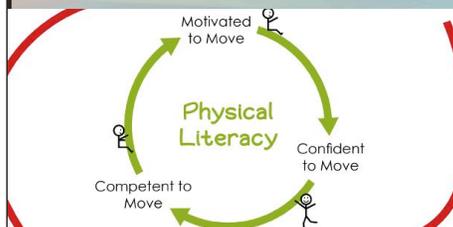
The Student Services Meeting occurred on November 2nd. The Student Services Teachers, itinerant staff and Darcy Verbeurgt received a presentation from Child and Youth Special Needs to discuss services and transitioning teens with special needs to the community (planning from age 14 to 19). Kari Olsen also presented how stress informs our practice and helps us understand the students we work with. We rounded off the meeting day discussing the best practices our Educational Assistants do in their work with students, IEP development and universal supports for students and how these are instrumental in differentiating instruction and assessment at the classroom level.

The Frank J Mitchell Elementary Staff and small groups from Steeples Elementary and Gordon Terrace Elementary attended the Mandt System Training this past month in an intensive discover and development of Healthy Relationships, Healthy Communication and Healthy Conflict Resolution. The training involves knowledge, skills and attitude development with a trauma-awareness approach.

Kootenay-Boundary Early Years to Kindergarten Transition learning session in Creston was attended by Darcy Verbeurgt, Stacey Short, Julie Russchen, kindergarten teachers from SD5, SD6, SD8, SD10, SD20 and SD51, Strong Start Educators, Supported Child Development, pre-school educators, and Ministry of Education staff. We heard from David Sobel on the importance of outdoor experiences and place-based learning to help create smoother preschool to kindergarten transitions in the morning. We carried on discussions in the afternoon around "blue-sky" ideas of transition experiences, barriers in the way of those experiences and a cursory plan on what each sector and community may start to do to in order to offer these experiences. The most common commitment was to invite educators and their students/children into each other's spaces.



### Health Promoting Schools Update



Barb Kaufmann attended the Health Promoting School Coordinator's (HPSC's) Education Sessions in Kelowna in mid-October. The main focus of the education session was physical literacy and movement for the sake of the body and mind. A number of HPSCs presented on initiatives in their Districts and how this work fits with the model of Comprehensive School Health.

Darcy Verbeurgt has been reviewing the Food and Beverage Sales Guidelines in BC Schools with sports events concession providers, PAC groups, school principals and Ryan Vending Ltd. Each year we are getting better at providing healthy food to students that reduces salt, sugar and fat content.



## Update from the District Principal Transformative Learning: - Jennifer Roberts

### PLACE BASED EDUCATION

#### Results from School Year Challenge:

29% of SD5 students Registered for Take Me Outside Day = 1557 students!! 5396 students have registered from SD's 5, 6, 8, 10, 20, and 51!! We have 75 teachers in our school district committed to taking their students outside once a week! Each of these teachers receive a new "Take Me Outside" T-shirt! Way to go!



All our schools had teachers and students participating in the October "Take Me Outside Day" Some fantastic learning and collaboration occurred throughout the district in all subject areas!



Jaffray Elementary Junior Secondary

### IdleWild Restoration Project

Over the last 2 weeks over 2500 students went to IdleWild and took part in a day of activities, lessons and of course planting the riparian area around the lake. The students, teachers and parents were very positive about the event and they are very excited that the lake is being redeveloped. Approximately 3500 shrubs, grasses and plugs have been planted. The areas will also all be hydro-seeded with a variety of site specific seed blends.



Frank J. Mitchell

### Computational Thinking and Technology

#### Office 365

We currently have 24 teachers piloting Office 365 and student emails with their classes. The next step is to pilot one school in the valley and one school in Cranbrook followed by the entire district.

#### Roll out Plan:

We will have a better idea of the roll out dates moving forward once we have completed the first few schools and have a sense of the implementation time line. We will meet with each school prior to their roll out to discuss the particular needs of each school.

**Twitter: @TransformingSD5**

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District Enrollment SD 5 Nov/17

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School Name	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Jaffray Elem-Jr Secondary	0	25	15	19	26	19	19	20	20	19	11	13	0	0	206
École Isabella Dicken	0	70	49	67	64	57	66	58	0	0	0	0	0	0	431
Frank J Mitchell Elementary	0	48	64	51	45	62	46	54	0	0	0	0	0	0	370
Rocky Mountain Elementary	0	31	42	43	28	41	26	33	0	0	0	0	0	0	244
Mount Baker Secondary	0	0	0	0	0	0	0	0	0	0	0	274	285	264	823
Laurie Middle School	0	0	0	0	0	0	0	0	131	107	132	0	0	0	370
Amy Woodland Elementary	0	27	42	38	41	39	36	43	0	0	0	0	0	0	266
T M Roberts Elementary	0	44	53	55	53	58	59	57	0	0	0	0	0	0	379
Gordon Terrace Elementary	0	40	34	38	43	29	33	30	0	0	0	0	0	0	247
Highlands Elementary	0	29	35	41	39	39	58	35	0	0	0	0	0	0	276
Pinewood Elem - Cranbrook	0	14	14	25	22	15	16	20	0	0	0	0	0	0	126
Steeple Elementary	0	27	27	32	32	23	21	22	0	0	0	0	0	0	184
Kootenay Orchards	0	31	27	29	35	31	22	35	0	0	0	0	0	0	210
Parkland Middle School	0	0	0	0	0	0	0	0	150	133	140	0	0	0	423
Elkford Secondary	0	0	0	0	0	0	0	0	36	31	33	34	40	25	199
Fernie Secondary	0	0	0	0	0	0	0	0	58	60	55	48	67	64	352
Sparwood Secondary	0	0	0	0	0	0	0	0	40	42	38	46	44	31	241
Kootenay Educational	0	0	0	0	0	0	0	0	0	0	0	10	24	59	93
Kootenay Discovery School	0	0	0	1	0	0	1	0	0	3	6	2	7	104	124
	0	386	402	439	428	413	403	407	435	395	415	427	467	547	5564

