



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

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

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 October 10, 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 September 12, 2017 be approved as [circulated/amended].

1.4 Receipt of Records of Closed Meetings

8

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

9

Recommendation A

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.

Recommendation B

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

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

2.2 Policy Committee 19

Recommendation A

M/S that the amended Draft Policy Partnerships/Sponsorships be sent to the Board of Education for approval.

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

2.3 Student Service Committee 24

2.4 Finance/Operations/Personnel Committee 29

Recommendation A

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.

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

2.5 BCSTA /Provincial Council

BCSTA Provincial Council Meeting October 27-28, 2017

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 31

3. SUPERINTENDENT'S REPORT TO THE BOARD 33

M/S that the October 10, 2017 Superintendent's Report to the Board of Education be accepted as presented.

4. CHAIRPERSON'S REPORT

5. NEW BUSINESS

5.1 Business Arising from Delegations

6. TRUSTEE BOUQUETS

7. ITEMS FOR INFORMATION/CORRESPONDENCE

7.1 Deputy Minister D. Scott MacDonald - Correspondence Attached

42

8. QUESTION PERIOD

9. LATE ITEMS

10. ADJOURNMENT

M/S that the October 10, 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**

**September 12, 2017, 1:00 p.m.
Board Office**

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

Regrets: 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
Director of Student Learning/Aboriginal Education, J. Tichauer
District Principal Transformative Learning, J. Roberts
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 September 12, 2017 regular public meeting of the Board of Education to order at 3:15 p.m.

Chairperson Lento recognized all of the School District Staff for their hard work.

1.2 Consideration and Approval of Agenda

MOTION-R-17-115

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

CARRIED

1.3 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of June 13, 2017.

MOTION-R-17-116

M/S that the minutes of the regular public meeting of the Board of Education of June 13, 2017 be approved as circulated.

CARRIED

1.4 Receipt of Records of Closed Meetings

MOTION-R-17-117

M/S to accept the closed records of the in-camera meeting of the Board of Education of June 13, 2017.

CARRIED

1.5 Business Arising from Previous Minutes

Trustee Remuneration Update

The Trustee Compensation Remuneration Committee met on September 6th. Mr. Norum shared Deb Therrien's notes from that meeting with the Board. Another meeting will be scheduled soon.

1.6 Receiving of Delegations/Presentations

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

No meeting in June.

2.2 Policy Committee

No meeting in June.

2.3 Student Service Committee

No meeting in June.

2.4 Finance/Operations/Personnel Committee

No meeting in June.

2.5 BCSTA /Provincial Council

Trustee Bellina will be attending the BCSTA Provincial Council/Committee Meeting October 27-28, 2017 in Vancouver.

2.6 Communications/Media Committee

Trustee Ayling – no report

2.7 Mt. Baker / Key City Theatre Replacement Committee

Trustee Johns distributed a newspaper article from July 7, 2017 regarding an earthquake that took place July 6, 2017 in Lincoln, Montana (476 km from Kimberley) and felt in Kimberley and Cranbrook.

This is another reason Mount Baker Secondary School should be replaced.

MOTION-R-17-118

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

CARRIED

2.8 Legacy of Learning

Trustee Johns distributed an article published by the Columbia Basin Institute of Regional History regarding Yearbooks for the Basin Record. The Mount Baker "Viewpoint" goes back to 1920.

MOTION-R-17-119

M/S to accept the Legacy of Learning report.

CARRIED

2.9 Trustee Reports

Trustees reported on their activities for the month.

Trustee Blumhagen reported that the CSBA Conference she attended in Whistler this past July was very worthwhile and informative.

3. SUPERINTENDENT'S REPORT TO THE BOARD

Superintendent Hauptman's report of September 2017 can be found in the September Board Agenda posted on our SD5 Website under Board of Education/Board Meetings.

In addition to the report, the Superintendent updated the Board on the Circus Arts Training at Laurie Middle School.

MOTION-R-17-120

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

CARRIED

4. CHAIRPERSON'S REPORT

5. NEW BUSINESS

6. TRUSTEE BOUQUETS

Trustee Blumhagen thanked the United Steel Workers for the Backpacks donated to the School District – she suggested a thank you card be sent.

Trustee Johns – Thanked the teaching staff and support staff for all of their work on start up.

Trustee Mcphee – thanked all the personnel who have assisted in the fires and support of evacuations

Trustee Bellina – Thanked the staff coordinating support of evacuation

Trustee Ayling – Thanked the members of the remuneration committee

Trustee Brown – Thanked Mr. Norum and his staff for the Audit work over the summer, maintenance staff, Mr. Tichauer, Joe Pierre, and Gail Rousseau for the Aboriginal Agreement.

Trustee Whalen – Thanks to Trustee Johns for his work on the Legacy of Learning.

7. ITEMS FOR INFORMATION/CORRESPONDENCE

KBB AGM September 15-17, 2017

Ministry of Ed-BCSTA Partner Liaison Meeting October 25, 2017

BCSTA Board Chairs Meeting October 26, 2017

BCSTA Provincial Council/Committee Meeting October 27-28, 2017

BCPSEA Symposium November 2-3, 2017

Trustee Academy 2017 November 23-25, 2017

8. QUESTION PERIOD

Shelley Balfour – Asked when the new portables will be ready for students.

9. ADJOURNMENT

MOTION-R-17-121

M/S that the September 12, 2017 regular public meeting of the Board of Education adjourn at 4:10 p.m.

CARRIED

10. LATE ITEMS

Frank Lento, Chairperson

Rob Norum, Secretary Treasurer

DRAFT



1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meeting September 12, 2017

- Finance/Operations/Personnel Committee report
 - Exempt Compensation
 - Financial Audit
- BCPSEA Representative Report
- Superintendent's Report
 - Performance Recognition
 - Staffing
 - Update on Fernie Board Office
 - School Startup

Robert G. Norum
Secretary Treasurer



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

September 25, 2017 9:30 a.m.

Board Office

Committee Members
In Attendance:

Trustee Whalen (Chair)
Trustee Ayling
Trustee Bellina
Trustee Blumhagen (arrived at 10:00 a.m.)

Regrets:

Board/District Staff in
Attendance:

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

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The Advocacy/Education Committee meeting of September 25, 2017 was called to order by Trustee Whalen at 9:34 a.m. This meeting is being held on the lands of the Ktunaxa People.

1.2 Approval of Agenda

ADV-17-01

The Agenda of the Advocacy/Education Committee meeting of September 25, 2017 is approved as amended.

Additions: 4.6 Idlewild Planting

1.3 Approval of Minutes

ADV-17-02

The Minutes of the Advocacy/Education Committee meeting of May 29, 2017 are approved as circulated.

2. PRESENTATIONS

2.1 Information from the Ministry – Lynn Hauptman

Superintendent Lynn Hauptman shared highlights from the Ministry of Education as presented at the BCSSA Summer meetings. Changes, challenges and a focus for student success were outlined.

Recommendation A – 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.

3. ITEMS FORWARDED FROM PREVIOUS MEETING

3.1 Response Letter to Chair from the Gov of BC re CYMH – receive and file.

3.2 Response Letter to Chair from Gov of Canada re CYMH – receive and file.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 DSAC Report – Results of Survey

Jason Tichauer shared results of a student survey conducted last June. Every school participated. Principals will be appointing 5-7 students from grade 9-12 to be part of the DSAC for the 2017/2018 school year.

4.2 DPAC Report

Highlights:

- October AGM will be held October 11 from 6:00 pm-6:30 pm
- Maggie Strosher, a Tobacco Enforcement Officer for Interior Health, will be invited to present to DPAC in November
- Melissa Fahselt was the Parent of the Year award winner
- A sample of the Highlands PAC letter and discussion of how they manage their FaceBook group was discussed. This template is available for other PACs to follow if they wish to contact DPAC

4.3 Strategic Planning - nil

4.4 Field Trip Application – Spring Break 2018 Germany (MBSS)

This is a trip organized by the International Program out of SD6 which they do every couple of years. This trip is more of a cultural experience rather than an educational experience as compared to other field trips. This is the first time SD5 students will be attending. Superintendent Hauptman will bring back further information to the next meeting.

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

4.5 2016/2017 ACE-It Results – Jason Tichauer

Jason Tichauer shared results with Trustees. One student withdrew, 2 met threshold for graduation but will not be continuing in their chosen field. Many students are struggling to find apprenticeships; this is the number one issue around the province whether they are Ace-It or not. Marlin Ratch, Regional Coordinator for ITA, matches foundational programs with apprenticeships. Students are finding placement mostly with friends/family.

4.6 Idlewild Planting

Rolling out of Idlewild and Joseph Creek Project – a full day of activities including planting of grass and other species around Idlewild Park will be running from Oct. 16 – Nov. 3. Bussing will be paid for all elementary schools to attend.

5. BCSTA Letters

Classroom Enhancement Fund

5.1.1 SD52

Receive and file.

Mental Health Services

5.2.1. SD52

Receive and file.

Middle School Seismic Project

5.3.1 SD52

Receive and file.

\$10/day Child Care Plan

5.4.1 SD8

Receive and file.

Various BCSTA Letters – receive and file all

5.5.1 Letter to Minister re by-elections in SD83

5.5.2 Letter to Minister re school facility needs and solutions

5.5.3 Letter to N. Bains re Canada's Anti-Spam Legislation

5.5.4 Letter to Deputy Minister re BCSTA AGM Policy Change Motions and Actions

5.5.5 Letter to Minister Rob Fleming re Ab Ed Motions and Initiatives

- 5.5.6 Letter to Minister C. James re Flexibility and Resourcing for School District Management**
- 5.5.7 Letter to Minister Hussen re Federal Funding for Support Services for Immigrants**
- 5.5.8 Letter to Minister Bennett re the UN Declaration on the Rights of Indigenous People**
- 5.5.9 Letter to Prime Minister Trudeau re National Statutory Holiday Honoring Indigenous People**
- 5.5.10 Letter to Minister C. James re PSEC**
- 5.5.11 Media Release – BCSTA responds to governments’ first budget**

Item of information – Board Chair for interior health is new – Doug Cochrane – his mandate is to humanize health care delivery in our area

6. ADJOURNMENT

The Advocacy/Education Committee meeting of September 25, 2017 was adjourned at 10:53 a.m.



Field Trip Application Checklist

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

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

Date: August 25, 2017

School(s): MBSS

Grade(s): 10-12

Sponsor Teacher(s): RMISP

Educational Objectives and Rational: (attach separate sheet)

Departure Date: Spring break 2018

Return Date: Spring break 2018

Destination: Germany (Bavaria)

Method of Transportation: Air, bus, train

Cost Per Student: \$1,500 - 1,750

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

Tentative
BOARD APPROVAL: _____

Date: _____

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

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

Teacher(s) Signature: [Signature]
ISP Coordinator

Date: August 25, 2017

Principal's Approval: [Signature]

Date: Sept 1 / 2017

Board (Chairperson) Approval: _____

Date: _____



ROCKY MOUNTAIN INTERNATIONAL STUDENT PROGRAM

555 McKenzie Street
Kimberley, British Columbia
CANADA V1A 2C1

Phone: 250-427-2245 | Fax: 250-342-6966

Field Trip Application Addendum

RE: German exchange with students from Julius-Echter Gymnasium in Elsenfeld, Bavaria, Germany

Educational Objectives and Rational:

The educational goals for this exchange program are as follows:

- To learn a foreign language
- To learn about a new culture and lifestyle by participating in the daily life and activities of German host families, Julius-Echter Gymnasium and the community of Elsenfeld
- To gain acceptance and understanding of different cultures and community perspectives
- To share Canadian culture by reciprocally hosting German students
- To learn about the history as well as political and education systems of Germany
- To gain an interest in global issues as well as a broader general knowledge
- To build communication and presentation skills
- To build problem solving skills and resiliency when traveling abroad
- To build interpersonal skills, confidence and self-esteem
- To learn how to use Video Scribe (video production software)

Fundraising Opportunities:

The cost of this exchange is subsidised by RMISP in order to make it affordable for all students. There will be a selection process based on teacher's reference, academic good standing, volunteering and other involvement with international students



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For claims such as prescription drugs, doctor or hospital visits, and for all claims information simply logon to www.guard.me, select "Making a Claim" and follow the easy instructions.

HOW WILL I KNOW WHEN MY CLAIM HAS BEEN PROCESSED?

guard.me processes your claims quickly and efficiently. To track your claim, logon on to www.guard.me select "Making a Claim" and follow the easy instructions.

POLICY INFORMATION:

Please see over for a Summary of our **guard.me** **global** Policy. For additional information, visit your school, your school website or go to www.guard.me to download a copy.

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BENEFIT SUMMARY

BENEFIT SUMMARY

SERVICE	BENEFITS	SERVICE	BENEFITS
Hospital	100% of eligible charges	Dental - Accidental Injury	100% of eligible charges up to \$1,500 for Emergency dental treatment as the result of an injury caused by an accidental injury to the head or mouth
X-rays, Lab Testing	100% of eligible charges	Dental - Emergency	100% of eligible charges up to \$300 for relief of pain and suffering
Physician/Surgeon	100% of eligible charges	Medical Equipment	100% of eligible charges for crutches, canes, wheelchairs, walkers, casts etc.
Psychiatric Hospitalization	100% of eligible charges; benefit is payable to a lifetime maximum of \$50,000	Maternity	Serious complications to pregnancy up to 9 weeks prior to expected delivery date
Paramedical Services	100% of eligible charges up to \$300 for Chiropractor, Osteopath, Chiropractist/Podiatrist - no referral from physician required	Family Transportation	Cost of a round trip for a relative OR close friend in case of hospitalization; Up to \$500 for accommodation and meal expenses, will automatically insure the visiting person. The benefit also applies if identification of remains is required.
Physiotherapy	100% of eligible charges up to \$300	Return & Escort of Children	In case of your serious sickness or death eligible expenses for return & escort of children, child care cost up to \$50/day to a max of \$500 for a child traveling with you; one-way return fare of your travelling companion
Ambulance	100% of eligible charges for ground or air ambulance	Air Evacuation/Return Home	100% of the cost to transport you to the nearest hospital or to a hospital in your Home Country via commercial airline or air ambulance
Emergency Transportation	Taxi fare to or from a hospital or medical clinic up to \$50 each way	Accidental Death and Dismemberment	\$25,000
Prescription Drugs	100% of eligible charges for new prescriptions; up to \$50 to replace drugs lost, stolen or damaged; up to \$75 to a local physician to replace prescription		



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- Certain conditions, limitations and exclusions may apply.
- Full details are found in the guard.me global policy available at www.guard.me.
- The actual policy wording governs.
- Prior approval required for certain benefits.

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\$2,000,000**



Guard.me Global Plan (Revised)

Pricing Schedule as of November 1, 2014

Guard.me Global (010114USA)				Guard.me Global (Non-USA 011114)							
# Days		Plan A		Plan B		# Days		Plan A		Plan B	
Days	Months	Premium				Days	Months	Premium			
				\$2.00							\$1.65
3		30.65		\$6.00		3		\$29.45			\$4.95
10		46.50		\$20.00		10		\$42.50			\$16.50
21		64.55		\$42.00		21		\$56.15			\$34.65
31	1	88.05		\$62.00		31	1	\$75.65			\$51.15
42		120.10		\$84.00		42		\$103.30			\$69.30
60	2	161.00		\$120.00		60	2	\$137.00			\$99.00
90	3	221.50		\$180.00		90	3	\$185.50			\$148.50
120	4	296.00		\$240.00		120	4	\$248.00			\$198.00
150	5	356.50		\$300.00		150	5	\$296.50			\$247.50
180	6	420.00		\$360.00		180	6	\$348.00			\$297.00
210	7	473.50		\$420.00		210	7	\$389.50			\$346.50
240	8	547.00		\$480.00		240	8	\$451.00			\$396.00
270	9	621.50		\$540.00		270	9	\$513.50			\$445.50
300	10	691.00		\$600.00		300	10	\$571.00			\$495.00
330	11	740.50		\$660.00		330	11	\$608.50			\$544.50
365	12	828.75		\$730.00		365	12	\$682.75			\$602.25

Note: Plan A includes Cancellation Insurance
 Plan B excluding Cancellation Insurance
 All premiums are in USD

300 John Street, Suite 405, Thornhill, Ontario CANADA L3T 5W4 Tel: (905) 731-8140 Toll-free: 1-877-873-8447
 Fax (905) 731-6676 Toll-free 1-866-329-8447 Email: admin@guard.me Website: www.guard.me

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Itinerary for GSS students in Germany – March 15 to March 27

Wednesday, March 15:

- Depart from the Cranbrook or Calgary airport

Thursday, March 16:

- Arrive in Frankfurt
- Transportation to Elsenfeld by host families
- Depending on arrival time, welcome reception or evening with host family

Friday, March 17:

- Welcome day (local activity or event in community or at school)

Saturday, March 18:

- Tour downtown Frankfurt
- Watch a soccer or basketball game in Frankfurt

Sunday, March 19:

- Tour downtown Frankfurt
- Watch a soccer or basketball game in Frankfurt

Monday, March 20 to Friday, March 24:

- School (attend classes with buddies, learn German as a Second Language)
- Gym, climbing, pool
- Heidelberg (walking tour, university)
- Farewell party

Saturday, March 25:

- Train to Munich for sightseeing (Olympic Park, BMW museum and galleries, Bayern Munich Allianz Arena stadium tour)
- stay in hotel

Sunday, March 26:

- Sightseeing in Munich (New Swanstone Castle, dinner at Hofbrauhaus)
- Stay in hotel

Monday, March 27:

- Return to Canada from Munich



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

**September 25, 2017, 11:30 a.m.
Board Office**

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

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of September 25, 2017 was called to order at 12:00 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-2017-09

M/S that the agenda for the Policy Committee meeting of September 25, 2017 be approved.

1.3. Approval of the Minutes

POL-2017-10

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

2. POLICIES APPROVED BY THE BOARD SINCE LAST MEETING

2.4/2.4R BC School Act – Section 177 – Maintenance of Order

Discussion:

- RCMP still having trouble in the Elk Valley re Section 177
- Mr. Tichauer advised he did receive a call in this regard. The School Act is provincial legislation. The RCMP would escort the person away to enforce the Section 177, but would not automatically charge that person. If they repeatedly violated the Section 177, they could charge them with another charge i.e. mischief (not obeying RCMP). The charge would not be for violating the Section 177.
- Does Section 177 pertain to violating school electronically? Verbal would be slander, using technology inappropriately could be a Section 177.
- talk to the IT department if any in appropriate emails are received and getting past our firewalls/blocks.

3.24 International Students

- Duncan McLeod (SD6) has been extremely helpful in dealing with parents/students, not just international students, but also families with work permits/study permits, etc.

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1 Draft Policy – Partnerships/Sponsorships

Discussion included:

- an updated version was provided regarding ‘large scale’ some wording revamped under the approval process
- school level partnerships/sponsorships are signed/approved by the Principal
- Conflicts of interest – should the Board be more aware of partnerships/sponsorships? There are so many it is impossible to know who they all are.
- Should sponsorship beyond a certain amount come to the Board? (Most district policies that were reviewed have taken out a specific dollar amount as it can be difficult to determine.)
- schools cannot obtain gaming licenses – have to go through PAC
- concerns for implications down the road
- anywhere where it says ‘school district’ actually means ‘school board’ (could mean more than 200 instances each year as there are continually minute sponsorships happening in schools)
- #4 should require Board approval
- there should be more detail – categories broken down
- COTR is neither, they would be a supporter (or grants/aids)
- Business of donations is free giving with no expectations. Anything that involves reciprocal benefit is a contract. We have an obligation to be open and transparent – reciprocal arrangements have to be made available to all other business in the community. We have a process for contracts.
- Board should approve larger scale sponsorships/partnerships which have implications for the whole school district (not all the little stuff)
- more questions will come about once the policy is implemented and schools have a chance to look at it

- don't want to see schools and/or the school district partnering with companies who are doing unethical/questionable things
- #4 change to 'Secretary-Treasurer *and approved by the Board.*'
- If it involves large national corporations, it must come to the Board (Subway, Overwaitea, etc. are all large national corporations)
- include definitions/examples of what donations, grants, etc. are
- as we go forward, recommendations may come on how to improve the policy
- may need to have a policy and regulations that we can update quickly
- concern around schools making contracts with others that extend longer than one year
- include in opening paragraph – *proposed partnerships/sponsorships must be aligned with the district's mandate and right for our district.*

Recommendation A

“M/S that the amended Draft Policy Partnerships/Sponsorships be sent to the Board of Education for approval.”

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 Revised Policy 3.7R Code of Conduct

Discussion included:

- The sections added regarding exclusion of students due to medical issues and exclusion of students 16 years or older are in the School Act. It was recommended they be included in our policy so it reflects the School Act.
- Change 'parent' to parent/guardian - 1st paragraph and last bullet
- this wording is actually pulled from the School Act, but we can still make changes to include guardian
- this change is to the regulations only and not the actual policy so it does not need to go to the Board for approval.

5. INFORMATION ITEMS

Nil

6. ADJOURNMENT

The meeting adjourned at 12:55 p.m.

THE BOARD OF EDUCATION SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)

POLICY

PARTNERSHIPS/SPONSORSHIPS

SECTION 4.24

The Board recognizes the benefit of revenue generating initiatives for the purpose of enhancing programs and services to students. Revenue generating initiatives are intended to complement and not replace funding of education, which is the responsibility of the Government of British Columbia. All proposed partnerships/sponsorships must be aligned with the District's mandate and right for our District.

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

Definitions

Partnership

A relationship formally defined and agreed to between the School District and a non-School District entity, including but not limited to:

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

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

Sponsorship

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

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

Guiding Principles for Partnership and Sponsorship Agreements

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

Approval

1. Any partnership or sponsorship which is presented, displayed, or alters the exterior of any School District facility or property requires Board approval.
2. As individual schools cannot represent School District 5, any multi-school partnership requires Board approval.
3. Any advertising using the School District 5 name or logo requires Board approval.
4. Any pending agreements involving business partnerships or sponsorships shall be approved only after consultation with the Superintendent and Secretary-Treasurer, and approved by the Board.
5. School Principals, in consultation with the Superintendent, are responsible for authorization of:
 - solicitation of products where the intention is to generate school funds;
 - school-level sponsorships and partnerships which fall within the guidelines of the Guiding Principles.

Related By-laws, Policies, Contracts and Regulations:

Policy 3.6 Advertising

School Act



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

**September 25, 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
Trustee Whalen
Lynn Hauptman, Superintendent
Diane Casault, Director of Student Learning/Innovation
Jason Tichauer, Director of Student Learning/Aboriginal Educ.
Darcy Verbeurgt, District Principal of Student Services
Gail Rousseau, Executive Assistant (Recorder)**

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Student Services Committee meeting of September 25, 2017 was called to order at 11:00 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-2017-08

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

1.3. Approval of the Minutes

SS-2017-09

M/S that the minutes of the Student Services Committee meeting of May 29, 2017 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

2.1 Student Service Coordinators – Presentation on Spring IEPs

Student Service Coordinators (Julie Russchen (Cranbrook) and Stacy Short (Elk Valley) did a presentation in response to the following motion put forth in March 2017, and as a review of the letter they sent to Trustees in response to this motion:

MOTION-R-17-48

M/S that 2017 students with existing IEP's have their IEP for the 2017/2018 term be reviewed and/or revised following the long weekend in May and completed by the end of June, and that the necessary supports, resources and release time be provided for in the 2017/2018 budget. CARRIED

Presentation/discussion included:

- Both SSCs have an extensive background in Student Services area.
- Strive for best practices for SD5, while meeting all Ministry requirements as outlined in the School Act.
- Ministry provides us with a checklist of requirements, which includes dates for when IEPs must be in place.
- If IEPs were done in June, the teacher and/or EA of current school year would not be part of the IEP planning - other supports (SLP, YCW, Case Manager, etc.) may also not be included.
- We have approx. 800 IEP's in the district.
- In June of each year, there is a year end form that summarizes the school year/IEP, recommendations for next year – there is also a mid year review. The same document starts out the next year with the most updated information (mastery of goals, etc.).
- Who is involved in the June review? How are we communicating with parents?
 - IEP progress would be reported on the student's report cards and would refer back to the IEP document or indicate mastery of goals (doesn't necessarily look the same at each school).
 - Some schools have year end mtgs. with parents, if parent requests one. Funding plays a role in these meetings as it is needed to release staff.
 - If schools have any concerns with a student, they would definitely call in the parents to discuss at year end.
 - Formal mtgs. are not common practice.
 - If it is a transition year (i.e. elementary to middle, etc.), there are formal meetings at the receiving school.
 - More complex cases are more likely to have mtgs.
 - There are also emails and phone calls with parents throughout the school year
 - Case Managers oversee all of this.
- What is the typical timeline to have things in place?
 - Generally, most happen in October, although the entry of a working document for new students into the MyEd system, holding the necessary meetings, etc. can take some time.
- When looking at provincial services – do you have any recommendations on how to address any concerns in the system?
 - Hiring EA's is challenging (in the valley)
 - when students have medical needs (i.e. diabetes, toileting needs, etc.), the Nurse Support Services Coordinator can't train staff until the current year, and needs to train only those who are consistently with student. Late hiring of EA's

this year has caused issues in this regard - parents have had to come in to help address these issues. Other staff that has been trained are now moving, which requires additional training. The NSSC has had to come several times for training, which is not a good use of her time.

- Release time to complete paperwork – there is a variety of perceptions as to what a school day is – if you are running all day dealing with students, paperwork completion then has to happen outside of normal hours – people are putting in a lot of time.
- There are some very large case loads, lots of running – sometimes high flyers are not even funded but are taking up a lot of time. We have 800 IEPS but there are also other students requiring other supports/plans, which are not always considered when looking at the workload.
- Student Service Teachers, by nature, want to work directly with students to help them, especially in crisis moments, and this means sometimes paperwork is left.
- The extra days given for paperwork from the Priority Measures Fund this winter/spring were greatly appreciated across the district.
- Elementary teams are sometimes easier than a secondary as they have so many more teachers (can't afford the release to relieve all of these teachers, creates a scramble to try and coordinate all members of that student's team).
- Are there ways to work smarter and not harder?
 - Last year we focussed on data – what should be collected?
 - We did training on Category H and looked at the process/documents instead of copious notes (trying to standardize the paperwork).
 - We talk about objective data vs subjective (looking at language that we use).
 - It is not only the Student Service Teacher's job to collect data – this is also the responsibility of the classroom teacher and Education Assistants.
 - We must meet audit requirements (paperwork must be complete to support file – can't just be verbal requests).
 - Red Binders (with pre-established tabs) – are helping with the organization of student information.
- Do documents only support the category or are there other reasons for documentation?
 - Documents may include information that is relative to the student, not necessarily just the Ministry requirements.
- There has been some frustration that for some students it was December/January before supports were in place. Is there a way to be more organized/ahead of the game? This is why Trustees were looking at an earlier date.
 - IEP is a living document – doesn't drop off and is recreated – it is updated and forwarded from year to year – programs from June would continue on in September until meetings can be done – student is not unsupported until meetings happen.
 - Pre-K students – we start in January before they even start to have meetings with school staff, parents, community agencies, students tour schools in late spring (unless student is new to the district and they just show up in September).
- Would like to get our names out there so that parents know if they are struggling they can contact us.
- New Student Service Teachers need a lot of support as it can be very overwhelming.
- Already plans in place for the newest Student Service Teachers (added additional time due to court ruling) to get the support they need.

- Waiting to hear of an special education audit as we are the only district in our region that has not been audited in recent years. We have supported each other regionally by doing audits for each other – lots of learning has happened by this collaborative approach.
- Board wants to provide time and resources for services to parents/students. Would like to revisit letter/recommendations from Bill Standeven to see if any of these would be helpful to implement in SD5.
- Is it common to have parents who do not want an IEP? (feel their child is labelled)
 - Sometime it's hard to get parents to come in for mtgs.
 - Some advocate for certain programs (not fully understanding the diagnosis/supports available)
- It is not the place of the SSCs to deal with Student Service Teachers not doing their job as they are also teachers (any issues must be dealt with by admin).
- What are we experiencing with Student Service Teachers and EA turnover?
 - 3 Student Service Teachers out of 29 left this year so not a huge turnover. Have found teachers want other experiences (Student Service Teachers sometimes want classroom experience in order to do a better job in Student Services).
 - EAs – we staff to a very lean level in the spring as students move buildings so staff also have to move – staffing continues in to Sept once students show up and we know where they are.
 - Contractually EA's are allowed to move up until the end of September.
- Mr. Verbeurgt and Mrs. Casault continue to be involved in the Simplified IEP Data Input group since last September. Hope to do some testing on November for a roll out in December. It will make it easier for Student Service Teachers to get information into MyEd, which will then be accessible by teachers and other support staff.
- A competency IEP being developed in the province – aligning curricula goals for students with the new curriculum. Mr. Verbeurgt and Mrs. Casault are also involved with this provincial project.
- We are moving towards a paperless system where all information will be in MyEd.
- Ms. Short and Ms. Russchen were thanked by the committee for their presentation and all the work they do.

3. CORRESPONDENCE AND/OR NEW ITEMS

Nil

4. INFORMATION ITEMS

4.1 Universal Supports

Discussion included:

- Adaptations that a student receives once they reach their final exams in Gr.12 use to be controlled by the Ministry. Students have had extra time and separate setting in exams.
- This year speech to text, text to speech, human scribe, and human reader are available for all students who need these adaptations to access education and demonstrate their potential.
- Excellent step forwarded to providing supports to students to express their knowledge/skills.
- Don't have to have a diagnoses to access these supports.
- Has to be a decision by the school based team.

- We will require them to be articulated in a coordinated plan (such as an IEP) so it is documented.
- Already discussions with MBSS staff as they will be greatly impacted by these changes.

5. ADJOURNMENT

The meeting adjourned at 11:57 a.m.



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

**September 25, 2017, 12:30 p.m.
Board Office**

Committee Members in
Attendance:

Trustee Johns (Co-chair)
Trustee Bellina
Trustee Whalen

Regrets:

Trustee Helgesen (Co-chair)

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
Recorder, Sandy Gronlund

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The public Finance/Operations/Personnel Committee meeting of September 25, 2017 was called to order at 1:25 pm by Co-Chair Trustee Johns.

1.2 Approval of the Agenda

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

1.3 Approval of the Minutes

The minutes of the public Finance/Operations/Personnel Committee meeting of May 29, 2017 was approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

3. DELEGATIONS/PRESENTATIONS

4. NEW BUSINESS

4.1 Improved Signage and Lights - PES PAC Letter

Mr. Norum reviewed the Motion adopted by the Board at the May 15, 2017 Board Meeting regarding improved signage and lights for crosswalks at SD5 schools.

The operations department put together a report regarding improved signage and lights for crosswalks and recommended a pilot project at Steeples Elementary. SD5 will ask ICBC for an expert to give direction on different set ups that could work well and an expert on the actual installation of the signage or lights at the crosswalk.

All SD5 schools will be reviewed and problematic schools may need improved signage and/or lights at their crosswalks.

Recommendation A

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.

5. ITEMS FOR INFORMATION

5.1 District Occupational Health and Safety Advisory Committee Meeting

A training program was held for all committee members. There was sixty to sixty-five people who attended the 8-hour training session. Any new committee members will also receive the 8-hour training session.

This is a new committee and they are very proactive in how the District's Health and Safety is running and are always looking for any trouble spots. The next meeting will be October 5, 2017.

Trustee Brown would like to see the cost of this training and the cost of running the District Health and Safety Committee along with a list of other non-funded committees. She would like to present this District cost at the Select Standing Committee.

5.2 Finance Report

For information

6. QUESTION PERIOD

7. LATE ITEMS

8. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of September 25, 2017 adjourned at 1:42 pm.

Trustee Bellina's Report

- September 11th - Frank J. Mitchell Elementary School PAC Meeting
Sparwood Library Board Meeting
- September 12th - Board of Education Meeting
- September 15-17th - BCSTA Kootenay Boundary Branch AGM
- September 19th - Sparwood Secondary School PAC Meeting
- September 22nd - Sparwood Early Years Meeting
- September 25th - Board Committee Meeting
- September 28th - Trustee Working Group - BCPSEA Survey

Report for Trustee Brown

September

- 7 - Gordon Terrace School PAC meeting
- 12 - Board Meeting, Cranbrook
- 13 - TM Roberts School PAC meeting
- 13 - CDTA meeting
- 15/16 Trustee Branch meetings
- 25 - Board Committee Meetings
- 28 - Board session meeting

October

- 10 - Board Meeting, Sparwood

SOUTHEAST KOOTENAY

School District 5 Superintendent's News



October, 2017

33

Purpose • Passion • Persistence

Superintendent's Activities

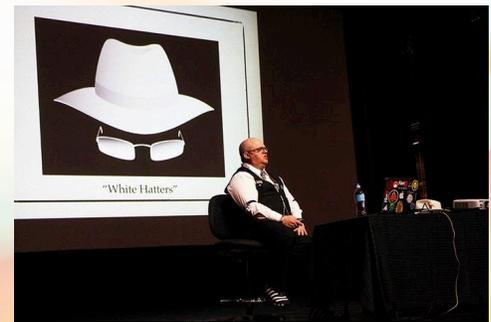
Curriculum Day

Our first Curriculum Implementation Day was on Friday, September 22nd. These days are to help facilitate the implementation of the renewed curriculum and competencies. The K – 9 curriculum is well underway but the Graduation Years (10 – 12) is not fully implemented until next September 2018. Once again, the day was broken into two parts: a keynote with Stan Kozak and time for schools to continue their own work with the implementation. Schools made great use of their school-based implementation time and early reports indicate they would like to utilize school-based planning time for the upcoming day on February 23, 2018. Meanwhile, we continue to celebrate the great work that is happening in all of our schools in engaging students in authentic learning experiences. It is an exciting time to be a student and an educator.



White Hatter Presentation

Helping our students navigate the world of social media in internet safety and online protection is always front and centre. This year we have an opportunity for our parents to see what they can learn as well with the return of Darren Laur, more commonly known as **The White Hatter**. Darren was with the Victoria Police force for over 27 years and has a passion for keeping students safe online. He will be presenting to the Mount Baker students on October 5th and for parents at 6:30 the same evening at Key City Theatre. This is a return engagement for The White Hatter but if you are unable to make the presentation, you can check out his website at <http://www.personalprotectionsystems.ca/> Darren is also featured on many youtube videos.



KBB BCSTA Annual General Meeting

I also had the pleasure of going to the Kootenay Boundary Branch of the BCSTA with Trustees Bellina, Blumhagen and Brown at Ainsworth on September 15 and 16th. Trustees were treated to films representing work happening throughout our region with a particular emphasis on Place-Conscious or Environmental Education. In addition, the entire board of the BCSTA was present and were able to give a history of the BCPSEA (courtesy of Trustee Allan Chell). In addition, Renzo Del Negro, CEO of BCPSEA, was able to facilitate some further conversation regarding "Collective Bargaining 2019: Building a Vision for Success" following the regional spring meetings. Kudos to School District 8 for organizing and hosting this regional event. Next year's AGM will be hosted by School District 20.



British Columbia
School Trustees
Association

1701 Data Collection

Data Collection has been in full swing over the past few weeks. This data provides a count of our student population at each grade level including information on those who identify with aboriginal ancestry, those students who have been identified with unique needs, French language, etc. We have until later this month to verify our data and this, in turn, will generate our budget. Our Administrators, Student Support Teachers, Clerical Staff and District Management team work very hard to ensure that this process is done accurately. A very big thank you must be given to Director Diane Casault, Jennifer Roberts, Darcy Verbeurgt, and Janice Paetz for their countless hours loading data, troubleshooting, supporting and leading the charge to implement this new system and to our Principals, Vice-Principals and clerical staff for their vigilance inputting the data.

Music in Schools

Southeast Kootenay School District just received its second annual commitment of support for our "Music in Schools" program as part of Clear Sky Radio's Canadian Content Development initiatives. This is the second year of their seven-year commitment! Thank you CFSM-FM "Summit 107"! The \$2,000 is used for purchasing instruments for various music programs across the Southeast Kootenay school district!



Cannabis Talk Kit

Canada's youth have some of the world's highest rates of cannabis consumption. In 2015, 21% of youth and 30% of young adults reported using cannabis within the last year.

As part of a Cannabis Public Education Campaign, Health Canada partnered with Drug Free Kids Canada to develop the Cannabis Talk Kit, a tool designed to provide parents with information to talk with their teens about cannabis. Drug Free Kids Canada also has a comprehensive website where parents can learn about teen drug use and how to talk with their kids about drugs.

Visit the DrugFreeKidsCanada.org website to download the [Cannabis Talk Kit](#) or order [free printed copies](#).

Important Dates for Trustees:

- Oct 25 - Ministry of Ed BCSTA Partner Liaison Meeting
- Oct 26 - BCSTA Meeting of Board Chairs
- Nov 2-3 - BCPSEA Symposium
- Nov 23 - 25- Trustee Academy



Ministry News

Changes to the School Immunization Program

New information regarding changes to the School Immunization Program including Mature Minor Consent for School-Based Grade 9 Immunizations is available to view here:

<https://www.healthlinkbc.ca/hlbc/files/documents/healthfiles/hfile50g.pdf>

New Web-Based Service for Student Transcripts

Starting September 24, 2017, the Ministry of Education will launch Student Transcripts, a web-based service that makes secure transcript sharing between students and participating post-secondary institutions quicker and more convenient. Students will also be able to access other information through this service, such as exam results and scholarship status. A poster with registration instructions for the new service is below.

A poster titled "Student Transcripts Service Information For Counsellors" from the British Columbia Ministry of Education. It describes the Student Transcripts Service (STS) as an online application for students to view school marks, scholarships, and transcripts. It lists five key features: viewing grades and assessment results, ordering and sending transcripts to post-secondary institutions, viewing transcript order, status, and history, ordering and sending transcripts to employers, and viewing BC scholarships awarded, expiry, and redemption status. A "Get Started" section lists requirements for registration: Personal Education Number (PEN), Full legal name, Date of birth, and Email address. It provides a three-step process: Step 1: Go to the Ministry of Education's Transcripts and Certificate website at http://www.StudentTranscripts.gov.bc.ca. Step 2: Students must register for a BC Government account, a BCeID. Follow the system prompts and register for STS. Finally log-in to Student Transcripts Service using the BCeID. Step 3: From a student's STS Dashboard make post-secondary institution selections, view transcript, view assessment results, and send transcripts immediately. A note at the bottom states: "Applying to BC public universities and colleges also just got easier! Students can do it all: search, plan and apply on EducationPlannerBC.ca."

2018 East Kootenay Regional Science Fair

Science fair projects provide opportunity for cross-curricular project-based learning and meet all the curricular competences.

Theme - The Environment and Human Impacts—Friday, March 9, 2018 – Competitive Fair (Grades 6 to 12)

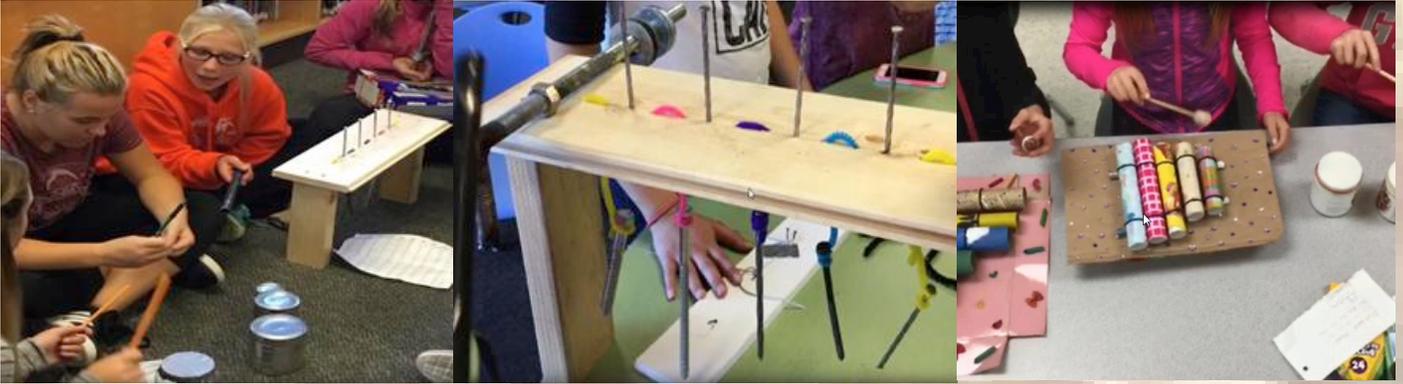
Saturday, March 10, 2018 – Non-competitive Fair (Kindergarten to Grade 5)

NEWS FROM SCHOOLS

Maker Day:

Sept 29th SD5 participated in the first District Wide Maker Day on September 29th. Check out the videos on Stream in Office 365 to see some of the amazing projects and learning that occurred around the district.

Two more Maker Days with different themes and a variety of delivery methods are scheduled for this year. We have noticed an influx of teachers interested in starting inquiry projects and wanting support with project based learning and assessment. It is very exciting to witness the willingness of SD5 staff to embrace the new curriculum and evolve their teaching practices.



Orange Shirt Day:

Parkland Middle and Jaffray Elementary Junior Secondary Schools Celebrate Orange Shirt Day!



Terry Fox Run at Jaffray School and Rocky Mountain Elementary



A few teachers from SD5 participated in "Inquiring Voices Sustainability Symposium" September 29-October 1st at the Columbia Outdoors School Blue Lake Camp. Over 30 educators met to learn, share and connect on a variety of topics including: land art, composting, preparation for successful outings, indigenous ways of knowing, stewardship and much more.



NEWS FROM THE SECRETARY-TREASURER, DIRECTORS, DISTRICT PRINCIPALS

Update from the Secretary-Treasurer:

September 29 was enrolment count day. We are analyzing data from the September 29 count and making the appropriate adjustments for staffing at several schools. Budget updates and revisions are taking place including a recalculation of our funding based on; an increase or decrease in enrolment compared to what was projected. School class size and composition issues are being addressed with input from the CFTA.

Our long range facility planning process continue with Stantec and we are planning to have a draft report for the Board later this fall.

Portables arrived at Isabella Dicken and Highlands Schools and classes are up and running in those rooms.



Update from the Director of Human Resources:

Human resources, to date, has posted and filled 185+ teaching and 80+ CUPE positions for the current school year. In comparison, Human Resources last year had filled 146 teaching and 86 CUPE positions.

We continue to work with the restored Teacher Collective agreement language for this 2017-18 school year. In particular, we are monitoring class size and composition of classes to determine compliance with Letter Of Understanding 17.

Education Assistants that have posted on positions in September will be moving in the first week of October to their new schools.



Update from the Director of Student Learning and Aboriginal Education:

SOGI Educator Network

We are pleased to have signed our School District up for the Provincial SOGI educator network. From the Educator Network Website. The BC SOGI Educator Network brings together BC educators interested in SOGI-inclusive education. It enables these educators to meet, share resources, co-design programs, and collectively overcome obstacles within and across school districts, independent schools and First Nations schools. District-level members in public school districts gain access to an expansive collection of emerging SOGI tools to test and evolve with their schools. Key tools are then shared publicly and with all members as the SOGI Educator Toolkit.

Sharlene Charest, Counsellor at Sparwood Secondary, and myself will be the district leads on this.

Aboriginal Education

We are excited to have purchased, and in-serviced our entire Ab Ed staff, on a new web-based Aboriginal Education student data management system to work in conjunction with MyEd BC. Initial feedback from our folks is really positive! This enables us to keep our data warehoused in a necessary fashion for audit purposes, while at the same time, enabling our staff to use this as a positive tool for supporting students in meeting the goals and objectives of the Enhancement Agreement.

As well, we are thrilled to once again have a number of our teaching and support staff attend the Ktunaxa Nation Council cultural networking day. This excellent 2 day workshop has proven invaluable to participants the past few years!

Safe Schools Coordinator Members of our District-level Violence/Threat Risk Assessment team will be providing two days of in-service next week on Levels 1 and 2 of the VTRA process. We will be running concurrent sessions in Fernie and Cranbrook to better reach the needs of both our staff and representatives from our partners and stakeholders. The training was well-received last year, and we look forward to spreading this training around as much as we can.

NEWS FROM THE SECRETARY-TREASURER, DIRECTORS, DISTRICT PRINCIPALS

Update from the Director of Student Learning and Innovation:

Early Years

Friends Training

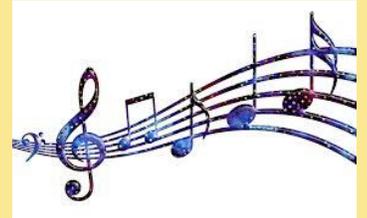
Friends Training, (Child/Youth (Gr.4-7) K/Gr.1) is

scheduled for October 17th. Lessons include: empathy, attention training, relaxation, goal setting, problem solving, giving back, recognizing positive thoughts, and identifying bullying behaviours. This is the second year that a combined session for the Child (Gr.4/5) and Youth (Gr.6-7) levels has been offered.



Sound Connections

Training for new Kindergarten and Gr.1 Teachers, Student Service Teachers and Education Assistants was held on September 26th (Cranbrook) and Oct 2nd (Fernie). Schools continue to find this program very valuable. Thanks to Speech Language Pathologist Sue Robertson who has continued the work started by Annette Rogers.



TRUST STRENGTHENS CHILD CARE IN THE BASIN

\$3.6 million for new three-year program to maintain, create new spaces (Columbia Basin)

Columbia Basin Trust is launching a new \$3.6-million program to help maintain and create new child care spaces in the Basin. "The Child Care Support Program will help sustain and grow quality licensed child care in the Basin," said Johnny Strilaeff, President and CEO, Columbia Basin Trust. "The child care sector has several complex issues, including affordability of child care for families, inadequate supply of child care spaces and a shortage of qualified professional staff to work in the sector. We are helping to address those issues with this new program." Over the next three years, the Trust's new Child Care Support Program will provide:



- Capital grants to support improvements to existing facilities and construct new child care spaces
- Training support for Early Childhood Educators to help fill workforce gaps and meet professional development needs
- A Program Advisor to support child care providers and work with the sector to find solutions for common business challenges.

There are 2,600 child care spaces in the Basin, yet there is demand for more spaces, more staff and more training for staff. "Parents, child care providers and experts have provided input into the development of this program," Strilaeff said. "We know quality child care is a critical resource that supports early learning and development, and helps parents' ability to work or further their education." The first intake of the capital grants program will launch later this fall.

Update from the District Principal Transformative Learning:

Joseph Creek Project

The Joseph Creek project is moving along very nicely, with a great response from our schools and teachers. There will be some outdoor opportunities coming up in the next few weeks for our students.

Todd and Jenn are also currently in the process of writing a CBT Environment grant for a number of projects for the 2018 winter/spring period to engage our SD5 students including: a component that is related to the East Kootenay Science Fair, a bio blitz on the creek to identify and count as many living things as they can, as well as on site lessons for classes in the spring where students can come out and get involved with some of the restoration projects, learn about the creek and its importance to your community.



Take Me Outside

The fall take me outside is the week of October 23-27. So far we have __ teachers that have committed to learning and exploring outdoors during this week. __ teachers are signed up for the "School Year Challenge", where they are committed to taking their class outside at least once per week for place-based learning.



Helping Teachers

Our helping teachers of Transformative Learning, Ryan and Kim, will be participating in round two of the BC Ministry of Education "Train the Trainer" coding and computational thinking workshop in Trail BC later this month. They will explore a deeper level of the new computational thinking and basic coding components of the new ADST curriculum. They will focus on hands on coding strategies, ADST implementation and will discuss extension opportunities.



Update from the District Principal Student Services:

September and October are always busy months for Student Services staff at schools and the district. The final number counts of students, and their needed supports, were tallied on Sept 29th. Student Services Teachers, the Student Services Coordinators, the Vision Resource Teacher, the Hearing Resource Teacher and the School Psychologist have collaboratively submitted case files for additional supports in schools. This excellent work has increased direct funding to support students.

The final round of postings for support staffing went out on October 2nd and will have been mostly filled by the time of the Board meeting. The level of support in 2017-18 is at an all-time high. There is a turn of focus as we enter October. There will be a focus on meetings to fine-tune support services in the district. There will also be Individual Education Planning for students and parents. There will be a focus on Mandt System training to better equip staff in healthy relationships, healthy communication and healthy conflict resolution. There will be the settling-in of services for students as schedules become routine.

The Health Promoting School Coordinator has been meeting with a number of staff from Interior Health and mental health agencies. Barb Kaufmann has met with the people who are organizing physical literacy opportunities. She has met with school contact to discover what is already happening in Healthy Promotion and where schools desire some assistance. There will be report or presentation on this in the near future.



School Name	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Jaffray Elem-Jr Secondary	25	15	19	26	19	19	21	20	19	11	13	0	0	207
École Isabella Dicken	69	49	66	64	56	66	57	0	0	0	0	0	0	427
Frank J Mitchell Elementary	47	63	51	45	63	46	53	0	0	0	0	0	0	368
Rocky Mountain Elementary	31	42	43	29	41	26	33	0	0	0	0	0	0	245
Mount Baker Secondary	0	0	0	0	0	0	0	0	0	0	273	285	266	824
Laurie Middle School	0	0	0	0	0	0	0	132	105	134	0	0	0	371
Amy Woodland Elementary	27	42	38	42	39	37	43	0	0	0	0	0	0	268
T M Roberts Elementary	44	53	57	53	58	59	57	0	0	0	0	0	0	381
Gordon Terrace Elementary	40	33	39	43	29	34	31	0	0	0	0	0	0	249
Highlands Elementary	29	35	41	39	40	58	34	0	0	0	0	0	0	276
Pinewood Elem - Cranbrook	14	15	23	22	15	15	20	0	0	0	0	0	0	124
Steeples Elementary	27	28	33	31	24	20	21	0	0	0	0	0	0	184
Kootenay Orchards	32	27	29	35	31	23	35	0	0	0	0	0	0	212
Parkland Middle School	0	0	0	0	0	0	0	149	134	142	0	0	0	425
Elkford Secondary	0	0	0	0	0	0	0	36	30	32	36	40	25	199
Fernie Secondary	0	0	0	0	0	0	0	58	60	55	49	67	64	353
Sparwood Secondary	0	0	0	0	0	0	0	39	42	38	44	44	32	239
Kootenay Educational	0	0	0	0	0	0	0	0	0	0	8	23	57	88
Kootenay Discovery School	0	0	1	0	0	1	0	1	3	5	1	8	92	112
Totals	385	402	440	429	415	404	405	435	393	417	424	467	536	5552

NEWS RELEASE

For Immediate Release

Ministry of Finance

Government undertakes fiscal sustainability review

VICTORIA – To help inform the development of *Budget 2018* and the next *Three-Year Fiscal Plan*, Finance Minister Carole James announced a review of financial information submitted to the Province by specific Crown corporations and the broader schools, universities, colleges, and health (SUCH) sector.

Independent consultants have been contracted to help the provincial government assess the quality of financial information built into the baseline assumptions in the budget development process. The goal of the review is to assess the information, evaluate risks and identify options that will assist the Province with developing, monitoring and managing to its overall Fiscal Plan targets.

The review covers selected significant Crown corporations including:

- BC Lottery Corporation;
- BC Hydro;
- Insurance Corporation of British Columbia;
- Liquor Distribution Branch; and
- BC Housing Management Commission (including Provincial Rental Housing Corporation).

In addition, the review will include a high-level assessment of the information provided by SUCH sector entities through the ministries responsible for their fiscal planning, monitoring and management.

The Review will be completed in advance of *Budget 2018* in order for information to be incorporated and reflected in *Budget 2018*.

Quote:

Minister of Finance Carole James:

“This review will help inform the decisions we make as a government as we work to build Budget 2018. My expectation is **that the review will give government a better picture of the risks, finances and fiscal forecasts of significant Crown corporations and SUCH sector entities**, so that we foster long-term fiscal sustainability in planning and developing our budgets and decisions. Every additional dollar that is carefully managed can be used to help make life more affordable for people, invest in services and build a strong, sustainable economy.”

Learn more:

For more information on the Fiscal Sustainability Review please go to page 51 to 54 of the *Budget 2017 Update*:

Fiscal Sustainability Review

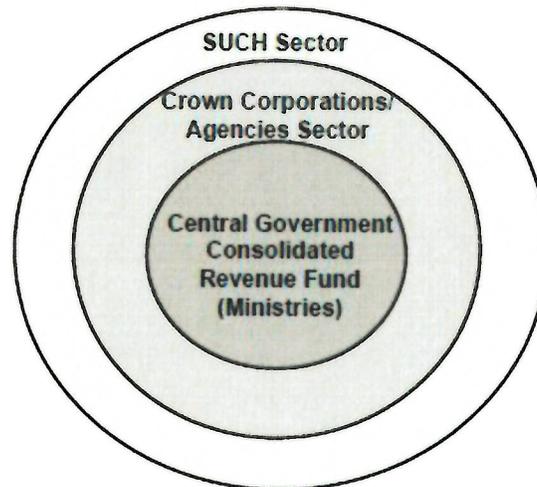
The Broader Provincial Public Sector

Chart 1 shows that under the provincial *Budget Transparency and Accountability Act*, the Province's budgeting and reporting framework includes all of the operations of central government (ministries), provincial Crown corporations and the public schools, universities, colleges and health (SUCH) sector.

The Ministry of Finance presents three-year forecasts of revenue, expenditure, capital and debt as part of the annual *Budget and Three-Year Fiscal Plan*. Also included is an analysis of key sensitivities and risks underpinning the forecasts. These forecasts, and the Province's ability to identify and mitigate risks, rely on information provided by ministries; Crown corporations and agencies; as well as the broader SUCH sector.

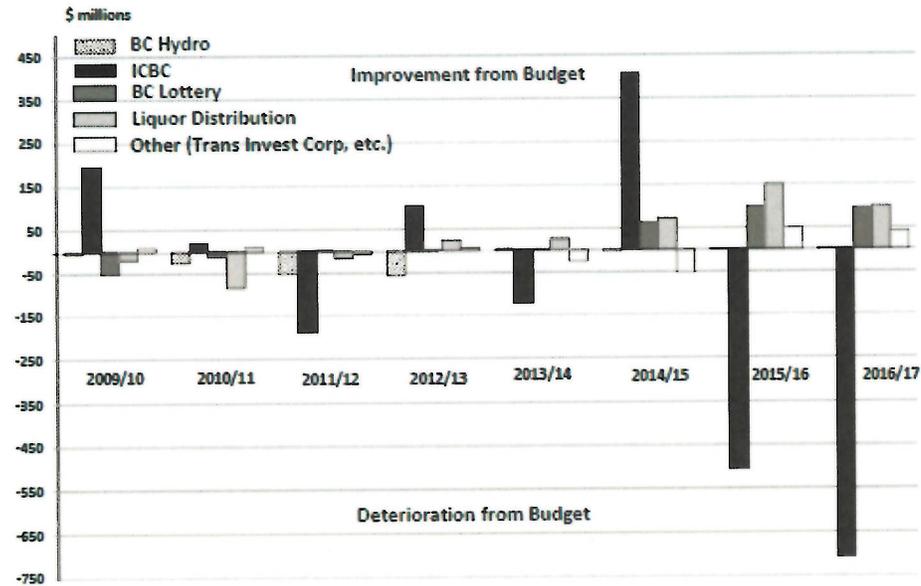
The Province's annual bottom-line surplus (deficit) is simply the difference between two very large numbers – total revenues and total spending. Changes on either side can have negative, positive and sometimes offsetting effects on the Province's bottom line.

Chart 1 Provincial budgeting and reporting framework



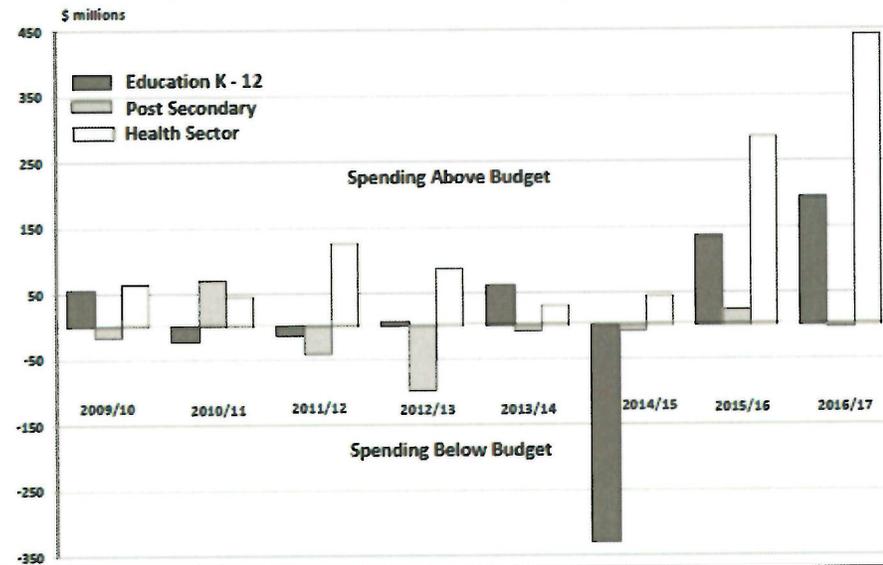
Net income (losses) of commercial Crown corporations are included as part of the Province's revenue forecasts. While not the largest segment of provincial revenues, Chart 2 shows that over the last 8 years, final results can vary significantly – which affects the accuracy and stability of the overall provincial planning framework.

Chart 2 Commercial Crown corporation changes from budget forecast



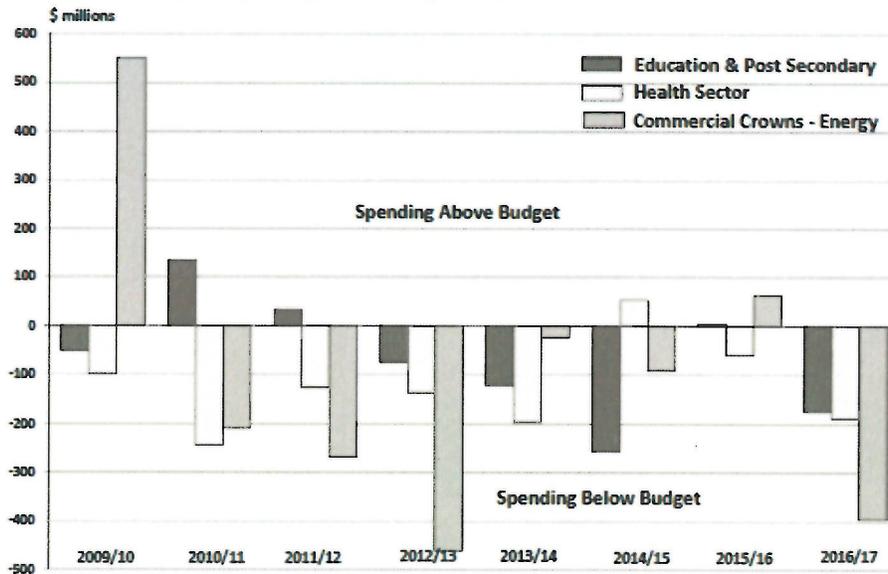
Spending through the SUCH sector agencies makes up about half of all provincial spending and Chart 3 shows that final results have varied significantly from budget, particularly in the last 3 years. There are a variety of reasons for these changes.

Chart 3 Schools, universities, colleges and health sector (SUCH) spending changes from budget forecast



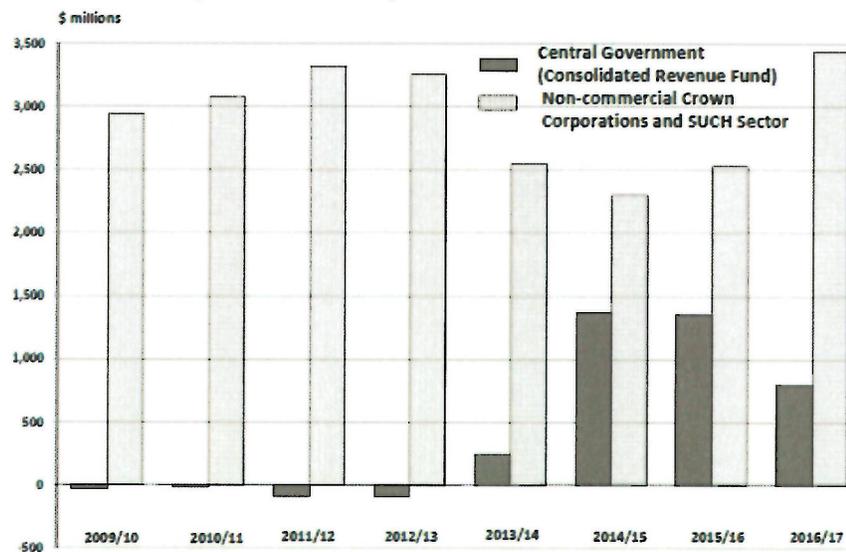
The Province's debt and cash management plan is also integral to achieving its overall *Budget and Three-Year Fiscal Plan* targets. Chart 4 illustrates how capital spending forecasts – largely financed through provincial borrowing – have changed compared to original budget projections over the last 8 years for selected provincial agencies.

Chart 4 Capital spending changes from budget forecast



Management of surplus cash balances is also a key part of helping to ensure that provincial borrowing needs are minimized where possible. Chart 5 shows that opportunities still remain for working with Crown corporations and broader SUCH agencies to reduce surplus cash balances as alternatives to borrowing.

Chart 5 Provincial year-end cash and equivalent balances



Appendix 1

The existence of well-structured and effective management, reporting, accountability and risk identification and mitigation systems throughout the provincial public sector are critical in helping the Province to manage its overall operations and finances.

As part of its planning and development work, the Ministry of Finance is undertaking a review and assessment of the quality of financial and other information impacting baseline assumptions to be used for developing *Budget 2018 and Three-Year Fiscal Plan* (Fiscal Sustainability Review).

The mandate of this Review is to assess the quality of financial and other information produced and submitted by certain significant Crown corporations and SUCH sector entities to the Province, and to identify ways that will enhance the Province's ability to manage forecast changes and risks to its overall fiscal plan – and therefore fiscal sustainability – in the near and longer term.

The Insurance Corporation of British Columbia is one such entity to be reviewed and the government expects that these Review findings will further assist in a broader operational review planned for the corporation by the ministry responsible.



September 26, 2017

Ref: 196199

To: All Superintendents

RE: Provincial Government Fiscal Sustainability Review

Dear Colleagues:

You will have seen or heard of the recent announcement that government is undertaking a Fiscal Sustainability Review. As you know, the Ministry of Finance relies upon Crown corporations and other public sector entities, such as boards of education, universities, colleges and health authorities, in developing three-year forecasts of revenues, expenditures, capital and debt as part of its annual budget process. This includes the analysis of key sensitivities and risks underpinning the annual *Budget* and the *Three-Year Fiscal Plan*, all of which inform government budget decisions and overarching fiscal policy.

The Financial Sustainability Review is being conducted as part of the process of developing *Budget 2018* and the corresponding *Three-Year Fiscal Plan*. The Ministry of Finance has retained a team of independent contractors comprised of Chris Trumpy and Dan Perrin to undertake the review, with support of Ministry of Finance staff, as well as staff of ministries responsible for broader public sector entities (including the Ministry of Education). The contractors will carry out a high-level assessment and, where appropriate, make recommendations to improve the quality of financial information and forecasting processes from responsible ministries, which impact baseline assumptions to be used in budget and three-year fiscal plan development.

In addition to evaluating the quality of regular and ad hoc financial and other related information submitted to the Province, the mandate of the review is to also identify options that could enhance the Province's ability to manage risks to its overall fiscal planning process. A copy of the formal news release and supporting materials are attached as an Appendix to this letter.

I want to assure you the purpose of the review is to look at the financial information provided to the Ministries of Education and Finance and the forecasting processes used across the public sector. The review is not in any way intended to identify or target budget changes from Boards of Education. This process is about good fiscal management and ensuring we have the best information possible before finalizing *Budget 2018* and the next *Three Year Fiscal Plan*. Ministry of Education staff will be working with the Financial Sustainability Review Team as required, and may be working with some school districts as part of this process to acquire additional information from school districts, if needed. .../2

If you have any questions, please contact Reg Bawa, Assistant Deputy Minister, Resource Management and Executive Financial Office by email at Reg.Bawa@gov.bc.ca or Kim Horn, Executive Director, Sector Resourcing and Service Delivery Branch at Kim.Horn@gov.bc.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Scott MacDonald', written over a horizontal line.

D. Scott MacDonald
Deputy Minister

Attachments

pc: *All Secretary-Treasurers*