



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

December 12, 2017 at 6:00 p.m.

School Board Office

Agenda

Call to Order

Opening Acknowledgement

"We would like to give recognition and honour to all the Indigenous peoples and ancestors, including the Interior Salish peoples, who lived here and cared for these lands."

Presentations/Delegations

10 Minute Comment Period

Adoption of Agenda

Adoption of Minutes

November 14, 2017 – Regular Meeting Minutes

Report on In-Camera Meeting from November 14, 2017

The Board discussed personnel issues, properties/facilities, business items as well as health, safety and security on school grounds.

Correspondence

Nil

Business Items

1. Superintendent's Report

- Report for November 2017 (Attachment)

2. Secretary-Treasurer's Report

- Report for November 2017 (Attachment)
- Expenditure Report (Attachment)
- Enrolment Report (Attachment)

3. Director of Learning Report

- Report for November 2017 (Attachment)

4. Framework for Enhancing Student Learning (Attachment)

- District Spirals of Inquiry

MOTION: "That the Board approve the District Framework for Learning Spirals as presented."

5. Report on Financial Framework for Supporting Student Success

- Update on Financial Investments

6. SD51 Succession Planning

7. Talking Break

What values will ensure continuous growth for the success of students during this transition time?

8. Website Review

9. Policy Review

10. Year in Review

11. Election of Board Chair and Vice Chair

The Superintendent will assume the Chair for the Board Chairperson selection proceedings. The Secretary-Treasurer will call for nominations for the position of Board Chair and will conduct the vote by ballot. The process will then be repeated for Vice Chair.

- **Election of Board Chair** VOTE (Beige)

MOTION: "That the Board elect _____ as the Board Chair for December 12, 2017 to December 11, 2018."

- **Election of Vice Chair** VOTE (Grey)

MOTION: "That the Board elect _____ as the Board Vice-Chair for December 12, 2017 to December 11, 2018."

The newly elected chair will proceed to chair the remainder of the meeting.

12. Board Representatives for 2018 (Attachment)

- Must be elected by January 15, 2018.
- Election – BCSTA Provincial Councilor VOTE (Baby Blue) and Alternate VOTE (Orange)

MOTION: "That the Board elect _____ as the Trustee Representative to the BCSTA Provincial Council and _____ as the Alternate for 2018."

- Election – BCPSEA Representative Council/BCSTA Bargaining Council Representative
- VOTE (Salmon) and Alternate VOTE (Light Pink)

- MOTION: "That the Board elect _____ as the BSPSEA Representative Council/BCSTA Bargaining Council Representative and _____ as the Alternate for 2018."
- **Okanagan Labor Relations Council (OLRC)** VOTE (Dark Purple)

MOTION: "That the Board appoint _____ as the Trustee Representative to the Okanagan Labor Relations Council (OLRC) and Jeanette Hanlon, Secretary-Treasurer as the Alternate for 2018."

MOTION: "That the Board approve the destruction of all ballots from this process."

13. Committee Reports

Indigenous Education Committee
Finance Committee
Operations Committee
Policy Committee (Attachment)

MOTION: "That the Board approve for circulation the Copyright policy."

14. Trustee Reports

Rec Commission	BCPSEA/BCSTA Rep Council BCSTA
BISM	Provincial Council
BCSTA Kootenay Boundary Branch	Okanagan Labour Relations Council
District Literacy	PAC Highlights

15. Around the Boundary

Trustee Activities and Upcoming Events

Financial Disclosure Statements - to the Secretary-Treasurer between January 1 and January 15

Future Agenda Items

Next Board Meeting: January 9, 2018
6:00 p.m. at the Boundary Learning Centre

Adjournment

QUESTION PERIOD

The purpose of this portion of the Agenda is to provide the opportunity to members of the public, press, radio and staff to ask questions or request clarification on items placed on this evening's Regular Meeting Agenda.

Questions which do not arise from the Agenda may certainly be addressed. Points may be raised before or after the meeting days by approaching the Executive Officers or Chairperson. If such queries require formal address by the Board, they can be submitted, in writing, and considered for placement on the Agenda for subsequent meetings. Such inquiries are welcomed as many routine questions can be handled by the staff.

Agenda

School District No. 51 (Boundary)

Minutes of a Regular Meeting of the Board of Education of School District No. 51 (Boundary) held
Tuesday, November 14, 2017 at the School Board Office

The Chairperson called the meeting to order at 6:04 p.m.

Present:	Mrs. T. Rezansoff	Chairperson
	Mrs. C. Strukoff	Vice Chair
	Mr. M. Danyluk	Trustee
	Mrs. K. Jepsen	Trustee
	Mr. D. Reid	Trustee
	Mrs. R. Zitko	Trustee
	Mr. K. Argue	Superintendent
	Mrs. J. Hanlon	Secretary-Treasurer
Absent:	Mrs. C. Riddle	Trustee
	Mr. D. Lacey	Director Learning

Acknowledgement of the Indigenous peoples and ancestors.

Presentations/Delegations

Principal Lockhart and teachers Jon Dowswell and Ryan MacGregor presented on the computation thinking rollout they are using at Elementary Schools with equipment purchased with grants.

Adoption of Agenda

MOVED Reid
2ND Zitko

"That the Agenda for November 11, 2017 be adopted as circulated."

CARRIED

Adoption of Minutes

MOVED Jepsen
2ND Reid

"That the October 10, 2017 Regular Board Meeting minutes be adopted as circulated."

CARRIED

Report on In-Camera Meeting from October 10, 2017

The Board discussed personnel issues, properties/facilities, business items as well as the enrolment audit.

Correspondence

Nil

Business Items

1. Superintendent's Report

The Superintendent reported on school visitations as well as meetings in and out of District during the month of October.

2. Secretary-Treasurer's Report

The Secretary-Treasurer presented the Operations/Transportation report for October 2017 and reported on expenditures to date and enrolment changes.

3. Director of Learning Report

Superintendent Argue, reported on school visitations, as well as meetings in and out of District during the month of October.

4. Framework for Enhancing Student Learning

The Superintendent refreshed the Board on the process for building the Framework and the Framework for the 2017/2018 school year.

5. Website Review

Discussed the District website. The following motion was made:

MOVED Zitko
2ND Reid

["That the Board request that staff review and plan for updating the District website."](#)

CARRIED

6. Talking Break

Discussed the impacts changes in technology have made in our lives.

7. Liaison and Board Chair meeting

Superintendent Argue, Board Chair Rezansoff and Secretary-Treasurer Hanlon reported out.

8. Committee Reports

- Indigenous Education – Trustee Danyluk reported on the student input.
- Secretary-Treasurer Hanlon reported out on the October 30th Finance Meeting. Discussed adding Board priorities to the budget and the use of surplus funds.
- Operations Committee – The Secretary-Treasurer reported on the Local Capital and Annual Facilities Grant funds
- Policy Committee – Vice Chair Strukoff reported that the committee worked on the School Enhancement Project Policy and the Copyright Policy.

MOVED Strukoff
2ND Reid

“That the Board approve and adopt the Policy No. 2072 School Enhancement Projects as presented.”

CARRIED

9. Trustee Reports

- Board Chair Rezanoff and Trustee Jepsen reported out on the BCSTA Provincial Council meeting.
- Secretary-Treasurer Hanlon reported on the Okanagan Labour Relations Council Meeting. Minutes have been forwarded to Trustees.

10. Around the Boundary

Presented October *Around the Boundary*.

Meeting adjourned at 8:29 p.m.

Chairperson

Secretary-Treasurer



Kevin Argue- Superintendent of Schools

Month-End Report November 2017

School Visitations

I visited the following schools this month:

- Perley Elementary – Attended the School NID and the Computational Thinking Cohort meeting, and completed the MDI with Grade 7 students
- Hutton Elementary – attended the HAWKS awards assembly
- Grand Forks Secondary - visited classes and met with the Principal and Vice Principal
- Midway Elementary – Visited classrooms
- Boundary Central Secondary – Attended the West Schools Remembrance Day Ceremony
- Beaverdell Elementary – Visited the students and teacher

District Planning

Completed work reviewing the Framework for Enhancing Student Learning District Plan.

- Plans to be shared with the Community and Ministry of Education at the end of November 2017

• Learning51

- **SD51 August Day – Professional Learning**
- **School Based NID's**
- **Co-Learners – Leyton Schnellert – Doug Lacey**
- **Building Inclusive Classrooms – Shelley Moore**
- **Numeracy Teaching and Learning – Carole Fullerton**
- **Indigenous Inquiry – Judy Halbert and Linda Kaser**
- **Computational Thinking – Shawn Lockhart and SD51 teachers**
- **Environmental Education – Place conscious learning**

• Planning for Indigenous Student Success

- Enhancement Agreements
- SD51 Indigenous Education Advisory Council
- Indigenous Student forums at Boundary Central and Grand Forks Secondary

Meetings out of the District

- BCSSA Fall Conference – Vancouver – November 15-17
- BCSTA Trustee Academy – Richmond November 23-25

Meetings in District

- Audit Exit meeting – Nov. 1st
- Meeting with BDTA President Debra Klockenbrink – Nov. 8th
- District Leadership Team meeting -- Nov. 9th
- District Computational Thinking Cohort meeting -- Nov. 10th
- Meeting with Shawn Lockhart reviewing BCSSA presentation – Nov. 14th
- Board of Education meeting –Grand Forks -- Nov. 14th
- Suspension meetings with parents and students – Nov 20th
- Suspension meeting with parents – Nov 21st
- Policy Committee meeting – Nov. 27th
- Indigenous Inquiry Cohort – SD51 teachers – Nov 27th
- Perley Grade 4 and 7 -MDI Survey Nov 28th
- Board of Education Working Session – Nov. 28th
- Co-Learners with Leyton Schnellert - West Boundary Elementary– Nov 29th





Secretary-Treasurer's Report
J. Hanlon, Secretary-Treasurer
November 2017

Annual Facility Grant Projects & School Enhancement Funds

Dean Higashi, Operations Manager, and I are working on ensuring that all the Annual Facilities Grant Monies and School Enhancement Funds that we were allocated in April 2017 are spent by March 31, 2018.

School Enhancement Projects include:

- Chiller at GFSS
- Replacement rooftop units on various schools
- Lighting upgrade at various schools

We also submitted a Capital Plan last June that included proposed School Enhancement Fund Projects that we anticipate could be announce in April 2018. These Projects are:

- Washroom upgrades at Perley Elementary
- Upgrade plumbing at CLES, MES, BES
- Refinishing gym floors CLES, Perley, Hutton, BCSS, WBES
- Replacing GES gym floor
- Door and window replacement at Hutton

If these projects are approved in April, we are preparing to be ready to go to tender so projects can get done over the summer of 2018.

We also need to be ready for our submission for the 2019/2020 school year. We have met with the Science Departments at both secondary schools and are looking at how we could revamp their classroom space.

Transportation

The small 24-passenger bus that we ordered and received did not pass inspection. We have asked the Ministry for additional funds to replace it with a bigger bus.

Finance

I continued to work on the amended budget. I am looking forward to getting our final funding for the 2017/2018 school year. I will provide an update at the January meeting as the amended budget needs to be passed in February. I will also begin working on the 2018/2019 budget.

Equipment Grant

Dean Higashi and I continued working on the equipment replacement and new equipment that we submitted under the ITA grant that we received. This grant is funded over a three-week period. If you recall from the last meetings presentation, the robotics equipment demonstrated was purchased as part of this grant.

SOFI Report

This report is the Statement of Financial Information Report. It is a listing of Trustees remuneration and expenses for the fiscal year 2016/2017 along with employees remuneration that is over \$75,000 and any vendor that is paid \$25,000 and greater.

Expenditure Report

Object	Title	November	YTD	ENCUMBERED	BUDGET	Remaining	%
10	Principal & Vice Principal Sal	98,804.75	482,356.59		1,188,483	706,126	59
11	Teacher Salaries	558,503.10	1,676,121.92		5,759,731	4,083,609	71
12	Non-Teachers Salaries	283,332.23	952,554.81		3,251,382	2,298,827	71
13	Management Salaries	36,723.10	183,615.50		449,489	265,874	59
14	Substitute Salaries	77,041.63	173,375.52		601,096	427,720	71
19	Trustees Indemnity	6,623.81	33,119.05		79,440	46,321	58
21	Statutory Benefits	34,907.37	131,783.45		600,414	468,631	78
22	Pension Plans	125,503.59	418,688.77		1,312,675	893,986	68
23	Medical And Life Benefits	62,748.28	295,172.67		763,807	468,634	61
31	Services	25,353.50	160,342.34	4,378.88	696,365	531,644	76
33	Student Transportation	24,015.75	50,430.46	86.9	135,217	84,700	63
34	Training & Travel	44,227.57	92,480.68		259,523	167,042	64
36	Rentals & Leases	2,794.00	13,970.00		33,528	19,558	58
37	Dues And Fees	1,415.96	52,100.78		71,890	19,789	28
39	Insurance		53,232.92		57,500	4,267	7
51	Supplies	63,860.56	355,108.65	36,456.10	1,175,104	783,539	66
54	Electricity	41,099.37	104,589.21		329,400	224,811	68
55	Heat	6,700.03	14,163.97		114,600	100,436	88
56	Water And Sewage	2,043.74	4,799.28		21,730	16,931	78
57	Garbage And Recycling	1,937.03	6,266.63		13,400	7,133	53
Totals		\$ 1,497,635.37	\$ 5,254,273.20	\$ 40,921.88	\$ 16,914,774.00	\$ 11,619,578.00	69

**As of November 30, 2017
Compared to October 31, 2017
Head Count**

	Novemberf 30, 2017	October 31, 2017	Increase (Decrease)	September 30, 2016
Secondary				
BCSS	133	133	-	125
GFSS	366	368	(2.0000)	356
Elementary				
BES	11	10	1.0000	13
Big White	25	26	(1.0000)	41
CLES	81	82	(1.0000)	76
GWD	28	28	-	32
Hutton	266	266	-	264
MES	41	39	2.0000	39
Perley	231	228	3.0000	226
WBES	77	77	-	88
Alternate School				
Walker	34	37	(3.0000)	33
Total	1293.0000	1294.0000	-1.0000	1293.0000



November 2017 Report

Director of Learning

Doug Lacey

Staff Learning and School Visits

- November 1st – Participated in District Enrolment Audit report out led by Audit Team
- November 2nd – Visited a number of classrooms at Grand Forks Secondary School connected to Co-Learners Program
- November 7th – Visited classrooms at Hutton Elementary School connected to the Co-Learners Program
- November 3rd – Participated in regular District Leadership (Principals/Vice Principals and Senior Management) Team Meeting
- November 7th – Visited classrooms at Perley Elementary School connected to Co-Learner Program
- November 10th – Attended Remembrance Day Assembly at Grand Forks Secondary School
- November 13th – Participated in I.E.P. Meeting at Hutton Elementary School
- November 14th – Visited Intermediate classroom at West Boundary Elementary connected to Co-Learner Program
- November 21st – Visited a number of classrooms at Grand Forks Secondary School connected to Co-Learners Program
- November 27th – Participated in meeting of the District Indigenous Education Inquiry Team
- November 28rd – Facilitated Middle Years Development Instrument (MDI) survey with Grade 4 students at Perley Elementary
- November 29th – Co-Facilitated Co-Learners Learning Day at West Boundary Elementary with Leyton Schnellert.

Provincial/Regional/Community Meetings

- November 6th – Chaired monthly meeting of the Boundary Integrated Services Model (BISM)
- November 6th – Participated in Boundary Community Literacy Planning Meeting

- November 7th – Participated in meeting of Early Years Video Development team
- November 7th – Participated in UBC HELP EDI webinar
- November 14th – Participated in Webinar regarding “Exploration of Boundary District UBC HELP EDI scales and sub-scales”
- November 15th – Attended Provincial Indigenous Education Gathering in Richmond, B.C.
- November 16th – 17th – Attended Annual BCSSA Fall Conference in Vancouver, B.C.
- November 22nd – Participated in meeting of the District Indigenous Education teaching team
- November 22nd – Chaired regular meeting of the Boundary Indigenous Education Advisory Council, and attended a working meeting collating information gathered from Indigenous Student Forums
- November 28th – Participated in the Working Session with Trustees and Senior Management



Mrs. Peron's Class -- Outdoor School
November 23, 2017

SD51 Framework Inquiry 2017/18

Scan - What is going on for learners in SD51?

We have reviewed the available evidence from the following sources:

- Learning observation data from classroom teachers
- Classroom level data
- School level data
- School Spirals Growth Plans
- School Community Consultation Sessions
- District Level Data
- All Ministry Data Sets

Our focus has been on the student and classroom level evidence while looking for alignment within other data sources.

Checking - Have we made a big enough difference? How will we know?

Intellectual:

We will measure critical thinking skills through District based measures, FSA and Graduation Numeracy Assessment.

Human and Social:

We will survey all students for anxiety levels, growth mindset, self-regulation and connectedness to school, community, place and the environment.

Career Development:

An anecdotal survey of career experiences offered will be completed by schools.

Focus - What does our District *Focus* need to be?

Intellectual: Developing students critical thinking skills through a focus on Writing, Numeracy and Executive Functioning and experiential learning

Human and Social: Developing Self-Regulation and Growth Mindset skills in our students and staff while focusing connectedness to place and the environment.

Career Development: Provide greater hands on design and experiential learning opportunities for students. Build stronger connections between School, Community, Post-Secondary and the work place.



Take Action - What can we do as a District to make a meaningful difference on our *Focus*?

Intellectual: Carol Fullerton sessions will provide instructional strategies in Numeracy that will translate into classroom practice. Providing multiple opportunities for our staff to participate in professional learning to strengthen classroom practices

Human and Social: Through the work of Leyton Schnellert and Shelley Moore, we are developing student focused classrooms that are structured to reduce anxiety and be student strength based.

Career Development: Each school to provide hands on learning opportunities for all students based on design thinking and product creation. Provide increased access for students to Trades training and experiences.

Developing a Hunch - What is leading to these situations?

Intellectual: The District needs to put a stronger focus on students' ability to think about and reflect on their learning. Student ownership of their learning, needs to be further developed.

Human and Social: The District needs to further develop our student focused, inclusive and welcoming classrooms. We have observed a decrease in connectedness to community, home and the environment.

Career Development: We need to increase access and opportunities for hands-on experiential learning in all grades.

Learning - What do we need to learn?

Intellectual: All schools are engaging students in thoughtful processes to help develop thinking skills embedded in learning. Carol Fullerton is leading professional learning with all Primary and Intermediate teachers in numeracy.

Human and Social: The District has formed learning partnerships with Leyton Schnellert and Shelley Moore to support human and social learning. Deeper understandings of Growth Mindset, Self-Regulation and Executive Functioning are being pursued.

Career Development: Providing teachers concrete learning sequences that focus on student design theory and hands on learning opportunities. Develop comfort in giving students a greater opportunity to show what they know in many ways.

SCHOOL DISTRICT NO. 51 (BOUNDARY)

P O L I C Y

SECTION	TITLE	NO. 3020
EDUCATIONAL PROGRAMS/ SERVICES	<u>Copyright</u>	

DATE ADOPTED: February 8, 2000

DATE AMENDED: April 14, 2009

The Board of Education recognizes the existence of the Copyright Act which is designed to protect the rights of authors and producers of creative works. The Board further recognizes such works should not be copied without the permission of the copyright holder. The Board advises its employees to respect copyright provisions as they pertain to all aspects of digital and printed materials, media, databases and computer software.

REGULATIONS

1.0 Copyright Guidelines

1.1 Copyright violations occur when copyrighted materials are used in the classroom or school without the permission of the copyright holders.

1.2 All employees should refer to www.copyrightdecisiontool.ca for acceptable uses and violations.

1.3 Teachers are to ensure that students under their supervision are informed of copyright expectations.

2.0 Administrator and Supervisor Responsibilities

That employees under your supervision are:

2.1 Informed of copyright legislation and Board Policy.

2.2 Aware of the copyright decision tool.

2.3 Applying and adhering to this policy.

2.4 Not using district hardware to torrent copyrighted media. (i.e. music, movies, TV shows).