



# School District No. 51 (Boundary)

Regular Meeting of the Board of Education

February 11, 2020 at 6:00 p.m.

School Board Office

## Agenda

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### 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."

#### 10 Minute Comment Period

#### Adoption of Agenda

#### Adoption of Minutes

January 14, 2020 – Regular Meeting Minutes

#### Report on In-Camera Meeting from January 14, 2020

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

#### Correspondence

- Grand Forks Secondary School Curling Funding Request (Attachment)

#### Business Items

##### 1. Superintendent's Report

- Report for January 2020 (Attachment)
- Field Trips (Attachment)

##### 2. Secretary-Treasurer's Report

- Report for January 2020 (Attachment)
- Expenditure Report (Attachment)

##### 3. Director of Learning Report

- Report for January 2020 (Attachment)

##### 4. Presentations/Delegations – 6:30 p.m.

- Sharon Peron – Perley Re-Wilding Project

##### 5. Talking Break

Why is it important to have an outdoor learning space on a school site?

##### 6. Amended Financial Framework for Supporting Student Success 2019/2020 (Attachment)

**MOTION:** "That the Board unanimously agrees to give the Amended Annual Budget Bylaw all three readings at this meeting of February 11, 2020."

**MOTION:** "A Bylaw of the Board of Education of School District No. 51 (Boundary) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2019/2020 pursuant to section 113 of the School Act, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act")."

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 51 (Boundary) Amended Annual Budget Bylaw for fiscal year 2019/2020.

2. The attached Statement 2 showing the estimated revenue and expense for the 2019/2020 fiscal year and the total budget bylaw amount of \$21,220,985 for the 2019/2020 fiscal year was prepared in accordance with the Act.
3. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2019/2020.

MOTION: "That the Board of Education of School District No. 51 (Boundary) approve the Amended Annual Budget Bylaw for 2019/2020 fiscal year, as read a first, second and third time, passed and adopted the 11<sup>th</sup> day of February 2020."

## 7. BCPSEA AGM Update

### 8. Committee Reports

- Aboriginal Education Committee
- Finance Committee
- Operations Committee
- Policy Committee (Attachments)

MOTION: "That the Board approve the housekeeping changes as presented to Policy No. 3000 – Health/Career & Personal Planning Alternate Delivery."

MOTION: "That the Board approve the deletion of Policy No. 5020 – Student Promotion/Placement."

MOTION: "That the Board approve for circulation the following policies:  
Policy No. 5010 – Student Assessment & Evaluation  
Policy No. 5091 – Bus Transportation & Walk Limits  
Policy No. 5133 – Menstrual Products

### 9. Trustee Reports

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

### Trustee Activities and Upcoming Events

BCSTA – Provincial Council – February 21-22, 2020

BCSTA Leadership Development Program Workshop, Penticton, BC– March 11, 2020

BCSTA AGM – April 16-19, 2020

Budget Process Timeline: Meeting #3 -February 18 – Consultation with Educational Partners at 5:30-8:30 p.m.

Meeting #4 – April 7 – Initial Staffing and consultation information review

Meeting #5 - April 28 – Staffing Review, Budget and Budget Considerations

Meeting # 6 – June 9 – Final Budget Decisions 2020-2021

### Future Agenda Items

**Next Board Meeting: March 10, 2020 -- 6:00 p.m. at the School Board Office**

### 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.

# School District No. 51 (Boundary)

Minutes of a Regular Meeting of the Board of Education of School District No. 51 (Boundary)  
held Tuesday, January 14, 2020 at the Boundary Learning Centre

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The Chairperson called the meeting to order at 6:07 p.m.

Present:	Mrs. C. Strukoff	Chair
	Mrs. R. Zitko	Vice Chair
	Ms. B. Bird	Trustee
	Mr. M. Danyluk	Trustee
	Mrs. K. Jepsen	Trustee
	Mrs. J. Massey	Trustee
	Mrs. L. Van Marck	Trustee
	Ms. M. Burdock	Secretary-Treasurer
	Ms. A. Lautard	Director of Learning
	Mr. J. Williamson	Student Trustee

Absent:	Mr. K. Minette	Superintendent
	Ms. J. Fossen	Student Trustee
	Mr. R. Dorgelo	Student Trustee
	Ms. K. Turner	Student Trustee

Acknowledgement of the Indigenous peoples and ancestors.

## Adoption of Agenda

MOVED Massey  
2ND Jepsen

["That the Agenda for January 14, 2020 be adopted as circulated."](#)

CARRIED

## Adoption of Minutes

MOVED Ziko  
2ND Massey

["That the December 10, 2019 Regular Board Meeting minutes be adopted as circulated."](#)

CARRIED

## Report on In-Camera Meeting from December 10, 2019

The Board discussed personnel issues, properties/facilities, business items, as well as the budget framework timeline.

## Correspondence

Nil

## **Business Items**

### **1. Superintendent's Report**

Director of Learning Lautard presented the Superintendent's report for December 2019.

She also presented the School Calendar for the next three school years and gave an update on Policy 5100. The following motion was made:

MOVED Massey  
2ND Jepsen

["That the Board endorse the recommendations to the regulations of policy 5100 made by the Superintendent."](#)

CARRIED

### **2. Secretary-Treasurer's Report**

Secretary-Treasurer Burdock presented her report for December 2019. She highlighted the work done by the maintenance and custodian staff over Christmas. She also presented the expenditure report to date.

### **3. Director of Learning Report**

Director of Learning Lautard presented her report for December 2019.

### **4. Presentation**

Michell Bennett, Vice Principal of Student Services reported on the new IEP model.

### **5. Talking Break**

Discussed how the RTI model helps us meet students where they are at now.

### **6. Report on Financial Framework for Supporting Student Success (Budget)**

Secretary-Treasurer Burdock presented a briefing note on operating grants.

### **7. BCPSEA AGM – Resolutions & Budget**

Trustee Danyluk reported that he would be attending the BCPSEA AGM along with Secretary-Treasurer Burdock. The Board discussed the AGM motions and gave Trustee Danyluk direction on how to vote.

### **8. Committee Reports**

Nil

### **9. Trustee Reports**

BISM – Director of Learning Lautard presented out.

BCSTA Kootenay Boundary Branch –Trustee Danyluk reported out.

GFSSAG -- Trustee Van Marck gave an update.

Student Trustee Highlights – Student Trustee Williams reported out on the choir production. He also reported that he is implementing a book request system in the library.

**10. Around the Boundary**

Trustee Danyluk shared an excerpt from the Boundary Central Secondary School musical performance of the Sound of Music.

Meeting adjourned at 8:37 p.m.

DRAFT

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Chairperson

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Secretary-Treasurer

2090 Perkins Road  
Grand Forks, BC  
V0H 1H1

February 3, 2020

Superintendent of Schools  
School District No. 51 (Boundary)  
1021 Central Avenue  
Box 640  
Grand Forks, BC  
V0H 1H0



Dear Mr. Minette,

Subject: Competition/Recognition Fund - BC School Sports - Curling

For the sixth year in a row GFSS will be represented at the BC Secondary School Curling Championships. The girls team successfully won the berth for the Kootenays defeating Elkford Secondary School in two decisive games in Elkford.

The team is made up of Payton Maffioli, Hannah Bartlett, Olivia Starchuk, Lisa Sheets and Danica Wolfram. All are dedicated students and curlers who are looking forward to proudly representing GFSS at the provincial tournament.

This year the competition is taking place in Winfield from March 4<sup>th</sup> through March 7<sup>th</sup>.

We are hereby applying for funding through the Competition/Recognition Fund.

Your consideration of our application is greatly appreciated.

Yours truly,

A handwritten signature in cursive script, appearing to read "L. Starchuk".

Mrs. Leigh Starchuk, Coach/Parent  
For Team Maffioli  
250-442-5679



**Month-End Report for January 2020**  
**Ken Minette**  
**Superintendent of Schools**

**Schools visited**

- I visited Perley, Christina Lake, Walker, West Boundary, Hutton, and GFSS

**District Planning**

**Coronavirus**

The Deputy Minister continues to update districts about the Coronavirus. As things change updates are sent to districts including responses to parents concerned about the virus.

*Reducing the risk - The BC Centre for Disease Control recommends that to reduce the risk of exposure to novel coronavirus, individuals employ the same measures that are taken in relation to colds and flu:*

- *Wash one's hands frequently for at least 20 seconds using soap and hot water (it is the single most effective way of reducing the spread of infection).*
- *Practice other good hygiene habits: do not touch one's face/eyes/mouth with one's hands and cover one's mouth and nose when sneezing or coughing (ideally with a disposable tissue or the crease of the elbow).*
- *Clean and disinfect frequently touched workspace surfaces.*
- *Maintain good general health (eat a balanced diet, get enough sleep, exercise in moderation).*
- *Stay home if sick.*

**Strategic Plan Stakeholder Engagement**

- Schools will complete Student Survey with Gr 6-12 students by Feb 11.
- World Café and Parent & Staff Survey on Feb 4 will assist Trustees in developing a Strategic Plan and planning for Budget 20/21. It will also provide valuable information to each Principal for annual planning.
  - Staff and Parent surveys will run be open until Feb 21.
- March/April - Compile data from consultations and survey process for Trustee direction

**Financial Framework for Supporting Student Success Public Meeting**

- Feb 18 Stakeholder Presentations including BDTA, CUPE, BPVPA and Indigenous Ed.
- Feb 28 Budget PROPOSAL FORM – Due Feb 28
- April 7 Budget Meeting # 4 – Preliminary staffing and Feedback from stakeholders + Principals Annual Budget requests
- April 28 Budget Meeting #5 – Budget Requests for staffing beyond required and possible savings
- June 9 Budget Meeting #6 – Approval of Budget 2020-21

**Calendar**

- Will review results after Feb 14 (after one month of public feedback opportunity)
- Make recommendation to Board at March 10 Board Meeting
- Submit to Ministry of Education by March 31.

## District Successes

### Monique Gray Smith – A presentation on Truth and Reconciliation

- Many educators have said it has really impacted the way they teach
  - Giving students more choice, more voice
  - More awareness of trauma
- Recognition of our educators for the work they do everyday – our Cookie People
- Speaking our Truth book was provided to each attendee. It shares the plight of Indigenous people including colonization and cultural genocide. It details how we must *all* be aware of the past injustices so that we can move forward with meaningful action.



Monique Gray Smith will be returning September 25. She will have additional time to share more information.

- WBES shared that they had some instant take aways, including recognizing the gifts in students. They are looking into growing tea. They are using tea as a reminder to celebrate all students' gifts.
  - BCSS shared that the Road Runner Café is branching out along the same line as the tea. It is a gathering place for people. BCSS is also looking at their strength of connecting with staff. They are identifying students who are at risk and making the plan to do the connections.
- GFSS shared that Monique's connection to physiology and biology resonated with their staff. GFSS landed on community because their school goal is already directly linked to community. GFSS is working on getting the grade 8 students to connect with the grade 12 students.
  - Principal Lockhart shared how much he enjoyed the end activity of recognizing people.

### Equity Scan

Sarah Bond has been hired for the 0.25 position. She is working with Ginette Wheeler in the west where their connections are. We're hoping to hear the stories from people who might otherwise not have a voice. The hope is that at the end of this year, we will have a template to bring from the west to the east. Ginette Wheeler is the Indigenous Worker for the four schools.

### Best Buy Grant

- Application was made by GFSS Grade 8 ADST team for a technology grant
- They received \$10 000 to purchase computers for their program which includes components: collaboration, ideation, design, production and marketing with a smidge of entrepreneurship.
- They purchased 15 Chromebooks and 10 iPads



## Hutton Band Concert



## BCSS Foods 11/12



For three and a half weeks Constable Simon Bentley taught the BCSS Foods 11/12 class all about pasta, fillings and sauces, after which they had a competition.

Each student worked individually to create a pasta dish. There were 9 students and the top three were awarded prizes which Constable Bentley collected.

1<sup>st</sup> Place -- Bobby M. 2<sup>nd</sup> Place -- Keira R. 3<sup>rd</sup> Place -- Yolanda F.

## **Basketball Season**

- Elementary schools have between 10-35 players
- Very respectful and highly engaging

## **Reciprocal Student Exchange**

- 4 students from GFSS will participate from now through to next March, 2021
- All doing an exchange with a student from France

## **Meetings out of the District**

None



## **Meetings in District**

- ✓ Jan 6 BISM Meeting
- ✓ Jan 7 Calendar review
- ✓ Jan 8 Reciprocal Student Exchange discussion with Exchange Families Rep
- ✓ Jan 10 FESL and Strategic Planning Conversation with Ministry of Ed's Katherine McIntosh
- ✓ Jan 13 Meeting about Rewilding
- ✓ Jan 17 Policy Meeting Prep
- ✓ Jan 21 Policy Committee Meeting  
Budget Overview
- ✓ Jan 22 Conversation with BCPSEA  
Lunch with BDTA President  
Meeting with Indigenous Education Council
- ✓ Jan 23 Hutton Band Presentation
- ✓ Jan 28 Meeting with BDTA
- ✓ Jan 30 ZOOM meeting with Pat McCrea – Ministry of ED regarding SharePoint
- ✓ Feb 4 Financial Framework for Supporting Student Success (Budget Presentation)
- ✓ Feb 6 Principal Review meeting  
Meeting with a Teacher  
Finance Committee

## **Learning51 – 2019-20**

- Truth and Reconciliation – Monique Gray Smith – January 17
- Numeracy Teaching and Learning – Grade 4 -7 - Carole Fullerton – Jan 27 & 28
- Inclusive Practices – New Cohort - Shelley Moore
- The Thinking Classroom – Peter Liljedahl
- Literacy Assessment and Intervention K-3 – Tanis Anderson and the Literacy Teacher Team
- Computational Thinking – Transitioning/Scope and Sequence for K-8 - Shawn Lockhart and SD51 teachers

Field Trips Qualifications Checklist

The teacher in charge should complete this checklist and return it to the Principal for the initial planning stages of the activity. The Principal will use this checklist in conjunction with discussions with the teacher in charge to determine the risk tolerance of the activity.

Instructions: Rate each of the following sub categories out of a possible 3 marks.

(0 = Unqualified, 1 = Minimally Qualified, 2 = Moderately Qualified, 3 = Qualified)

(0 = High Risk, 1 = Moderate Risk, 2 = Low Risk, 3 = Minimal Risk).

Add up your scores and plot your total score on the Qualification/Preparedness Continuum.

Activity & Date: Calgary Band Trip May 20<sup>th</sup> 23 Lead Teacher: Shannon Wolf

Training & Experience	Unqualified	Minimally	Moderately	Qualified
Local Knowledge	0	1	2	3
Certification/Qualifications	0	1	2	3
Equipment	0	1	2	3
Proven Decision Making Ability	0	1	2	3
Field Trip Experience	0	1	2	3
First Aid Training	0	1	2	3
Instructional Experience	0	1	2	3
Student Preparation	0	1	2	3
Chaperones/Supervisors	0	1	2	3
<b>Location</b>	<b>High Risk</b>	<b>Moderate Risk</b>	<b>Low Risk</b>	<b>Minimal Risk</b>
Severe Weather Probability	0	1	2	3
Terrain	0	1	2	3
Isolation	0	1	2	3
Environmental Hazards/Conditions	0	1	2	3

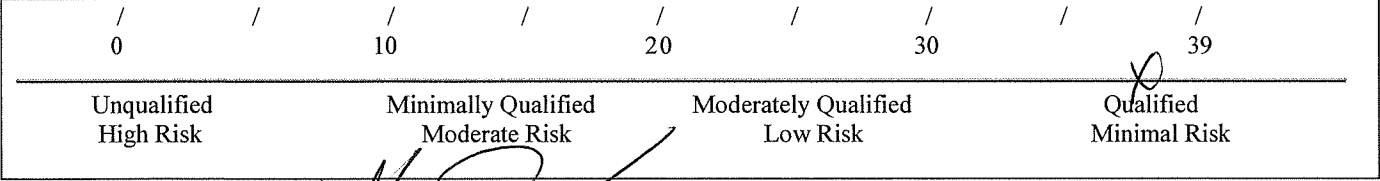
\* = lots, but its expired

TOTAL = 37 / 39

Potential Hazards: Bus

Other (A statement(s) regarding such factors as Emergency services availability, access to communications or other factors as may be applicable: \_\_\_\_\_)

QUALIFICATIONS/PREPAREDNESS CONTINUUM (Plot total score above on the line below)



Teacher's Signature: \_\_\_\_\_ Principal's Signature: \_\_\_\_\_ Approved Yes  No  Date: \_\_\_\_\_

SCHOOL DISTRICT NO. 51  
PARENT CONSENT FOR FIELD TRIPS  
STUDENT ACTIVITY / FIELD TRIP

Ms. Band 9-12, Wolf is planning the following student activity/activities. Your written permission is required by the school if your child is to attend.

Description of the activity: Music Fest in Calgary (National concert band festival)

Special Requirements/Equipment: Band instruments

Location of Activity: Calgary - Rozsa Centre, University of Calgary

Town: u u

Dates(s): May 20-23

Mode of Transportation: Coach bus

Accommodations: \_\_\_\_\_

Field Trip Leader (must be staff member): Shannon Wolf

Chaperones: Donna Boisvert,

Departure Time/Date: May 20 ~ 8:30 am

Anticipated Return Time/Date: May 23 ~ 5 pm

If you have any questions at all regarding this activity, please contact the undersigned at shannon.wolf@sd51.bc.ca.

Accidents can be the results of the nature of the activity and can occur with or without any fault on either the part of the student, or the School Board or its employees or agents, or the facility where the activity is taking place. By allowing your son/daughter to participate in this activity, you are accepting the risk of an accident occurring, and agree all these activities, as described above, are suitable for your child.

[Signature]  
Field Trip Leader

[Signature]  
Administrator

If you do not wish your child to accompany his or her class on this trip, please contact me and I will arrange alternate supervision.

I give \_\_\_\_\_ (name of student) permission to participate in the field trip to \_\_\_\_\_ on \_\_\_\_\_ . I understand that my child may be exposed to certain risks while participating in this activity. Accidents and injuries may occur.

**Consent/Waiver – Booster Seats:**

- My child is over 9 years of age OR over 4'9" – no booster seat required
- My child is over 18kg/40 lbs AND under 4'9" – booster seat required
  - My child will bring a portable booster seat that does not require installation into the driver's vehicle
  - My child does not have a car seat or booster seat that is appropriate for his/her age and weight. I request that the school provide an appropriate child car booster seat for my child.

\_\_\_\_\_  
Signature of Parent / Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name of Parent / Guardian

\_\_\_\_\_  
Medical Number

\_\_\_\_\_  
Address of Parent / Guardian

\_\_\_\_\_  
Home/Work/Emergency Phone

## School District No. 51 (Boundary) Generic FIELD TRIP CHECKLIST

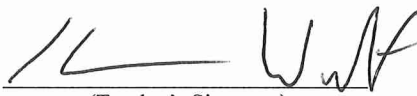
Directions: This form is to be completed by the teacher and submitted to the Principal with supporting documentation.

Type of Field Trip:

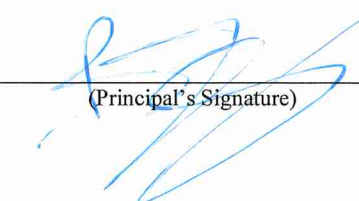
- 1. Approved by Principal  Walking Trip  Single Day Trip
- 2. Approved by Superintendent  Class or Group Trip (2 – 4 days)
- 3. Approved by Board  Class or Group Trip (5+ days)  Out of Country

Special Considerations:

- Field Trips Qualification Checklist completed (attached) (overnight, outdoor education, moderate risk, Superintendent and Board approval field trips) agreed to and signed by Principal. If Moderate Risk determined complete the Moderate Risk Form and attach.
- Lead teacher has familiarized self with District Field Trip Policy and School Procedures
- Appropriate Field Trip form completed (attached)
- Itinerary completed. Location/maps of outdoor activity areas provided. (attached)
- Parent information and consent form prepared (attached)
- Parent meeting planned (Out of Country, overnight and moderate risk trips)  
Date: Jan. 21<sup>st</sup> 7pm
- Transportation and accommodation arrangements
- Source of funds, fund raising
- N/A  Special arrangements for regular day ski trips, swimming, biking, etc.
- \*  Appropriate chaperones in place (teacher to students = 1:30, adults to students = 1:10) (names attached) - confirming male chaperone
- N/A  Arrangements for educational training and safety instruction. Date: \_\_\_\_\_
- Leave forms (if required) completed, approved by Principal
- Preparation of student lists with telephone numbers/medical numbers of all students and adults on trip. Copies for office, sponsor teachers and bus driver. Medical needs listed/reviewed.
- Arrangements for first aid person and kit ↳ will be
- Copy of District Field Trip Policy (3060) and Regulations, school policy, District emergency procedures

Submitted by:   
(Teacher's Signature)

Date: Jan. 23, 2020

Approved:   
(Principal's Signature)

Date: Jan. 23, 2020



SCHOOL DISTRICT No. 51 (Boundary)  
**FIELD TRIP FORM #3**  
 Class or Group Trip – 4 Days or Less  
 \*\*\*\*\*Requiring Superintendent Approval \*\*\*\*\*

- \*Approval in Principle required from Superintendent 3 months in advance
- \*Final Approval required from Superintendent 45 days in advance
- \*If trip includes moderate risk activities complete a "Moderate Risk Form"

TEACHER Shannon Wolf SCHOOL GFSS  
 DATE OF APPLICATION Jan. 21, 2020 DATE OF TRIP May 20-23  
 ACTIVITY/DESTINATION MusicFest - concert band trip  
 GRADE(S) 9-12 SUBJECT Music

**PLANNING:**

GOALS OF TRIP Perform at MusicFest in Calgary, get adjudicated, watch other groups perform, increase musicianship

**ATTACH OUTLINE OF EDUCATIONAL ACTIVITIES (OUTLINE FOR PARENTS)**

Include educational activities prior, during and after the trip; worksheets and projects if applicable; names of chaperones; and itinerary.

DATE OF PARENT INFORMATION MEETING (as required by policy) Jan. 21, 2020

Number of Students Involved 32 Number & Names of Chaperones  
Shannon Wolf  
Donna Boisvert  
 \*

\* WILL UPDATE \$ :  
 WAITING ON INFO.  
 FROM TOUR COMPANY.  
 I'VE BOTHERED THEM SEVERAL TIMES

**TRIP COSTS:**

METHOD OF TRAVEL Coach bus  
 LODGING ARRANGEMENTS \_\_\_\_\_  
 MEALS \_\_\_\_\_  
 ADDITIONAL \_\_\_\_\_

TOTAL COSTS \$ ~25,600

**SOURCE OF FUNDS:** (If more space is required, use back of form)

Band program (concerts, etc.) \$ ~3000  
Fundraising \$ ~5000  
Individual payments \$ ~17,600

- I have read the School District Field Trip Policy  
 I have completed the Field Trip Qualification Checklist (Appendix B) attached  
 N/A  I have completed the Moderate Risk Form if required

[Signature]  
 Teacher

Approved By [Signature]  
 Principal

\_\_\_\_\_  
 Superintendent of Schools

PLEASE NOTE: A follow-up report is to be submitted to the Principal



## Secretary-Treasurer's Report January 2020

### Budget/Finance

#### *Amended Budget 2019/20*

The amended budget for 2019-20 has been completed and shared with the Board. The budget bylaw amount is \$21,229,985, compared to the preliminary budget bylaw of \$20,282,474.

The amended budget is forecasting an operating deficit of \$480,552, which will be covered through the accumulated operating surplus. See briefing note for details.

#### *Budget 2020/21 - Funding Model Implementation*

The Ministry of Education issued a news release on February 7<sup>th</sup> in regards to implementation of the funding model. The plan includes two phases, where phase 1 will see implementation of 12 of the 22 recommendations made by the Independent Review Panel for the 2020/21 school year. See the link for details: <https://news.gov.bc.ca/releases/2020EDUC0012-000244>

The Province will also be announcing Budget 2020 on February 18, which will provide educational funding levels for next year.

#### *Budget 2020/21 - Consultation Process*

The 2020-21 budget consultation process has begun. Ken and I hosted the trustees and our new PVP members at the SBO on January 21st. A public information session and World Café was then hosted on February 5<sup>th</sup>. Ken and I broadcasted our presentation from the SBO, and our trustees and principals hosted various stakeholders at each school site across the District, as well as rolled out surveys to staff, students and parents. We are looking forward to reviewing the data collected and presenting it to the Trustees in April.

### Conferences

BCASBO Leadership Series, Session 2, Vancouver BC

January 28 and 29

Highlights include:

- Strategic Planning session at KPMG's Ignition Centre
- Abbotsford, Story on Strategic Planning by Ray Velestuk and Kevin Godden
- Keith Godin, ADM, Governance and Analytics
- Capital Planning, Joel Palmer, ED, Capital Management Branch
- Gold Trail, Journey to Truth and Reconciliation by Lynda Minnabarriet and Teresa Downs

BCPSEA AGM, Vancouver BC

January 30 and 31

Highlights include:

- Board Chair Report, Alan Chell
- CEO Report, Renzo Del Negro
- Report of 2018/19 Audited Financial Statements and presentation of 2020/21 Budget
- Bargaining Update
- History of Bargaining, Jason Ellis, UBC
- View from Victoria, Vaughn Palmer
- Legal Update
- Organizational Resiliency, Stacey Holloway

Fund : 0 General Operating

OB	TITLE	JAN	YEAR TO DATE	ENCUMBERED	FULL YEAR		
					BUDGET	AVAILABLE	PERC
10	Principal & Vice Principal Sal	102,639.51	719,358.12		1,257,061	537,703	43
11	Teacher Salaries	641,025.26	3,084,412.87		5,504,462	2,420,049	44
12	Non-Teachers Salaries	313,887.03	1,872,492.40		3,624,935	1,752,443	48
13	Management Salaries	54,311.84	314,594.18		498,299	183,705	37
14	Substitute Salaries	60,733.37	323,089.07		466,190	143,101	31
19	Trustees Indemnity	7,321.55	51,250.85		87,729	36,478	42
21	Statutory Benefits	112,015.74	426,247.83		640,833	214,585	33
22	Pension Plans	117,376.10	623,310.13		1,238,495	615,185	50
23	Medical And Life Benefits	58,468.33	403,823.14		978,561	574,738	59
31	Services	50,702.84	233,719.76	14,725.76	527,910	279,464	53
33	Student Transportation	15,817.46	54,958.22		134,560	79,602	59
34	Training & Travel	33,284.14	145,931.38	2,688.00	271,723	123,104	45
36	Rentals & Leases	2,794.00	19,558.00		33,528	13,970	42
37	Dues And Fees	15,896.03	69,441.98		68,740	702-	1-
39	Insurance		52,469.01		59,400	6,931	12
51	Supplies	55,795.05	385,254.42	6,333.20	859,159	467,571	54
52	Learning Resources	1,927.32	18,918.17	2,358.67	45,016	23,739	53
53	Library Books	560.01	4,859.50	1,563.29	24,874	18,451	74
54	Electricity	43,662.00	140,623.54		320,000	179,376	56
55	Heat	22,287.14	51,493.87		107,000	55,506	52
56	Water And Sewage	3,441.46	12,588.91		24,500	11,911	49
57	Garbage And Recycling	3,726.19	7,884.15		20,000	12,116	61
58	Furn. & Equipment Replacement	670.88	26,193.17	202.68	31,000	4,604	15
59	Computer Equipment Replacement	1,500.35	22,494.46	4,310.21	75,000	48,195	64
TOTAL FOR Fund - 0		1,719,843.60	9,064,967.13	32,181.81	16,898,975	7,801,826	46
GRAND TOTAL		1,719,843.60	9,064,967.13	32,181.81	16,898,975	7,801,826	46





January 2020  
Director of Learning Report  
Anna Lautard

## Highlights

### Carol Mitchell and Health Promoting Schools

I wanted to share with you some work Carol Mitchell has been doing in her role as Health Promoting School Coordinator. She was able to secure a grant and our District will be hosting a Balancing Our Minds Mental Wellness Summit in May 2020. The focus of the conference is to increase knowledge about mental wellness and the issues young people are facing. All students from grades six to nine will attend and build awareness of available mental health tools, resources, and services. The grant requires youth engagement and planning for the summit, so older students will be part of event as well. There will be more information to follow. Carol was also able to find a grant that allowed for a purchase of bicycles and helmets that can be lent to schools and transported by trailer throughout the District. Just two examples of the great work she has done so far this year.

### MDI Roll out:

I have been administering the Middle Years Development Instrument that asks students in grades 4 and 7 how they feel and think about their experiences both inside and outside of school. The survey relates to five areas of development that are strongly linked to well-being, health and academic achievement: physical health and well-being; connectedness; social and emotional development; school experiences; and use of after-school time. The bonus of being the administer of this survey is that I get to interact with a majority of the grade 4s and 7s in the District. Not only do I get to work with them, I also get to visit with staff and other students at their schools. It was a nice way to welcome 2020. I have completed the survey at five schools and will finish the last school this week.

### District Leadership Team:

It was truly a day of learning, teaching, collaborating and reflecting. We had three areas of learning for the group: refreshed curriculum, universal supports, and listening leadership. The leadership team had previously expressed a desire to explore the process of ensuring curricular competencies, and not just content, as the focus of learning, as well as how formative assessment strengthens this endeavour. To start this journey, Principal, Nick Bond led the team through a Science lesson that demonstrated how having access for all students allows for engagement *and* learning. Our next step will be to see how developing formative assessment practices for building curricular competencies strengthen student learning and agency. Vice-Principal of Student Services, Michell Bennett then guided our conversation to compiling a list of universal/tier one supports for all learners, which complemented well with Nick's lesson. We have also embarked on a group book study, reading *The Listening Leader* by Shane Safir. Safir

spoke at the Fall BCSSA conference about pursuing equity in education so every student can meet their full potential. This message of equity and inclusion speaks to all of us in our District. We have only read the introduction and chapter one, but a few things have stood out: the importance of courage of purpose; the power of micro-interactions to affect change; and the ability of communities to solve their problems with the right conditions. Stay tuned!

Month at a glance:

Jan 6	BISM
Jan 9	DLT Zoom meeting Healthy School Coordinator meeting
Jan 14	School Board meeting in Midway
Jan 15	MDI – Christina Lake
Jan 17	Monique Grey Smith
Jan 21	MDI – Hutton Policy meeting
Jan 22	MDI – Hutton BDTA and SD51 informal meeting
Jan 23	CR4YC
Jan 27	Carole Fullerton
Jan 28	Carole Fullerton
Jan 29	GFSSAG meeting
Jan 30	4-Schools staff dinner
Jan 31	DLT Meeting



# Briefing Note

## Amended Budget 2019/2020

The budget bylaw includes the following expenses:

	Amended Budget (Draft)	Preliminary Budget (Approved June 2019)
Operating Fund Expenses	<b>\$17,820,454</b>	\$ 17,148,394
Capital Assets Purchased from Operating	<b>75,000</b>	75,000
Special Purpose Fund Expenses	<b>1,821,389</b>	1,658,270
Capital Assets Purchased from SPF	<b>60,000</b>	0
Capital Assets Purchased from Local Capital	<b>68,500</b>	25,000
Capital Fund Expenses (Amortization of Capital Assets + Capital Lease Interest)	<b>1,375,642</b>	1,375,810
<b>Total Budget Bylaw</b>	<b>\$21,220,985</b>	\$ 20,282,474

### Operating Expenses (Schedule 2B):

Operating expenses increased by \$672,060 from the preliminary budget as follows:

	Amended	Preliminary	Change
Teachers	6,066,803	5,864,342	202,461
PVP	1,256,540	1,196,777	59,763
EA's	1,663,154	1,523,912	139,242
Support Staff	2,005,775	1,976,320	29,455
Other Professional	624,838	540,381	84,457
Substitutes	697,395	504,570	192,825
<b>Total</b>	<b>12,314,505</b>	<b>11,606,302</b>	<b>708,203</b>
Employee Benefits	<b>2,919,615</b>	<b>2,894,556</b>	<b>25,059</b>
Services	569,540	673,955	- 104,415
Transportation	134,559	135,492	- 933
Professional Development	308,335	273,223	35,112
Rentals	33,528	33,528	-
Dues and Fees	73,804	68,940	4,864
Insurance	53,400	59,400	- 6,000
Supplies	941,668	931,498	10,170
Utilities	471,500	471,500	-
<b>Total</b>	<b>2,586,334</b>	<b>2,647,536</b>	<b>- 61,202</b>
	<b>17,820,454</b>	<b>17,148,394</b>	<b>672,060</b>

### NOTES

- Teachers
  - o Added Literary Support Teacher at CLES, 0.10 FTE
  - o Added Equity Scan Coordinator, 0.25 FTE
  - o Incrementing (moving up salary grids)
  - o Added blocks at GFSS
- PVP
  - o Board approved compensation increases

- EA's
  - o Added 4 positions as a result of changing composition
- Support Staff
  - o Change in Groundsman position in West
- Other Professionals
  - o Added District Behaviour Analyst, exempt staff coverage, Director of Operations
- Substitutes
  - o Increases for: Teacher – Sick, Teacher – Long-term Sick, Teacher – Maternity Leave Top-Up
- Employee Benefits
  - o Increase in EHT from original estimate, off-set by some benefit rate reductions

As well, management adjusted the budget for certain services and supplies based on known expenditures to date.

**Capital Assets Purchased from Operating:**

Our accounting standards and internal accounting policies require that any items purchased that are capital in nature are to be capitalized and amortized over their estimated useful life rather than expensed in the period purchased. The preliminary budget estimated capital assets purchased from Operating to be **\$75,000** – this amount remains unchanged in the amended budget as no new information indicates additional capital assets will be purchased from Operating in 2019-20.

**Special Purpose Fund (SPF) Expenses (Schedule 3A):**

Special Purpose Fund expenses increased \$161,619 from the preliminary budget as follows:

	Amended Budget	Preliminary Budget
Annual Facilities Grant (Operating only)	54,996	113,349
Learning Improvement Fund	62,554	61,054
Special Education Equipment	472	0
School Generated Funds	340,000	340,000
Strong Start	128,000	128,000
Ready Set Learn	19,600	19,600
OLEP (French funds)	9,855	9,855
CommunityLink	140,845	140,845
Classroom Enhancement Fund - Overhead	28,155	28,155
Classroom Enhancement Fund – Staffing	868,274	817,412
Classroom Enhancement Fund – Remedy	32,244	0
Mental Health in Schools	32,500	0
Changing Results for Young Children	6,000	0
Health Coordinator (IHA)	34,038	0
DASH BC	63,856	0
<b>Total SPF Expenses</b>	<b>1,821,389</b>	1,658,270

**NOTES:**

- Increase in Classroom Enhancement Fund expenses (both overhead and staffing/remedy) based on approved funding from the Ministry of Education;
- Addition of Mental Health in Schools and CR4YC grants
- Addition of Health Coordinator and Dash BC expenses as funding is now confirmed;
- Small increase to AFG and Special Education Equipment expenses due to small deferred revenue opening balances per 2018-19 audited financial statements.

**Capital Assets purchased from Local Capital:**

Technology Plan	36,000
Community Network	32,500
<b>Total Capital Assets purchased from Local Capital</b>	<b>68,500</b>

These figures have been updated in the amended budget based on planned capital asset purchases from Local Capital in 2019-20.

**Amortization of Capital Assets and Capital Lease Interest:**

	Amended Budget	Preliminary Budget
Interest for Capital Lease	902	1,070
Amortization of Capital Assets	1,374,740	1,374,740
<b>Total Amortization of Capital Assets + Capital Lease Interest</b>	<b>1,375,642</b>	<b>1,375,810</b>

Our accounting standards require Districts to include the amortization of capital assets in their Budget Bylaw, as well as the interest on any capital leases (our lease of the building at 555 Central Ave for the Walker Development Centre is considered a capital lease). The small change in interest on the capital lease has been updated to reflect the lease payment schedule.

**Summary of Budgeted Allocation of Surplus & Transfers:**

	Operating Fund (Schedule 2)	Special Purpose Fund (Schedule 3)	Capital Fund (Schedule 4)	Total (Statement 2)
Net surplus (deficit)	(188,533)	60,000	(527,445)	(714,997)
Transfers:				
Capital Fund	(75,000)	(60,000)	135,000	0
Local Capital	(125,000)		125,000	0
Other	(33,000)		33,000	0
	(421,533)	0	(234,445)	(655,978)
Allocation of Surplus	421,533	0	0	421,533
	0	0	(234,445)	(234,445)

The amended budget presents a budgeted allocation of surplus on Statement 2 of \$421,533, compared to \$0 in the preliminary budget. We will use \$421,533 of our accumulated operating surplus to cover this deficit in operating (Schedule 2).

Amended Annual Budget

## **School District No. 51 (Boundary)**

June 30, 2020

# School District No. 51 (Boundary)

June 30, 2020

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\*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

## AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 51 (BOUNDARY) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2019/2020 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 51 (Boundary) Amended Annual Budget Bylaw for fiscal year 2019/2020.
3. The attached Statement 2 showing the estimated revenue and expense for the 2019/2020 fiscal year and the total budget bylaw amount of \$21,220,985 for the 2019/2020 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2019/2020.

READ A FIRST TIME THE 11th DAY OF FEBRUARY, 2020;

READ A SECOND TIME THE 11th DAY OF FEBRUARY, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE 11th DAY OF FEBRUARY, 2020;

( Corporate Seal )

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**Chairperson of the Board**

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**Secretary Treasurer**

I HEREBY CERTIFY this to be a true original of School District No. 51 (Boundary) Amended Annual Budget Bylaw 2019/2020, adopted by the Board the 11th DAY OF FEBRUARY, 2020.

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**Secretary Treasurer**



# School District No. 51 (Boundary)

Statement 2

Amended Annual Budget - Revenue and Expense  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	1,238,313	1,236,000
Adult	2,375	
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>1,240,688</b>	<b>1,236,000</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education	18,786,936	18,443,221
Other	185,652	48,221
Tuition	12,150	12,150
Other Revenue	409,000	416,500
Rentals and Leases	60,737	60,737
Investment Income	76,335	71,335
Amortization of Deferred Capital Revenue	830,697	830,697
<b>Total Revenue</b>	<b>20,361,507</b>	<b>19,882,861</b>
<b>Expenses</b>		
Instruction	15,250,009	14,463,150
District Administration	917,019	941,870
Operations and Maintenance	3,912,645	4,043,822
Transportation and Housing	936,910	732,562
Debt Services	902	1,070
<b>Total Expense</b>	<b>21,017,485</b>	<b>20,182,474</b>
<b>Net Revenue (Expense)</b>	<b>(655,978)</b>	<b>(299,613)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>421,533</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(234,445)</b>	<b>(299,613)</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(234,445)	(299,613)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(234,445)</b>	<b>(299,613)</b>

**School District No. 51 (Boundary)**

Amended Annual Budget - Revenue and Expense  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	17,820,454	17,148,394
Operating - Tangible Capital Assets Purchased	75,000	75,000
Special Purpose Funds - Total Expense	1,821,389	1,658,270
Special Purpose Funds - Tangible Capital Assets Purchased	60,000	
Capital Fund - Total Expense	1,375,642	1,375,810
Capital Fund - Tangible Capital Assets Purchased from Local Capital	68,500	25,000
<b>Total Budget Bylaw Amount</b>	<u>21,220,985</u>	<u>20,282,474</u>

Approved by the Board

DRAFT

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Signature of the Chairperson of the Board of Education \_\_\_\_\_ Date Signed \_\_\_\_\_

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Signature of the Superintendent \_\_\_\_\_ Date Signed \_\_\_\_\_

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Signature of the Secretary Treasurer \_\_\_\_\_ Date Signed \_\_\_\_\_

# School District No. 51 (Boundary)

Amended Annual Budget - Changes in Net Financial Assets (Debt)  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<u>(655,978)</u>	<u>(299,613)</u>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(135,000)	(75,000)
From Local Capital	<u>(68,500)</u>	<u>(25,000)</u>
<b>Total Acquisition of Tangible Capital Assets</b>	<u>(203,500)</u>	<u>(100,000)</u>
Amortization of Tangible Capital Assets	<u>1,374,740</u>	<u>1,374,740</u>
<b>Total Effect of change in Tangible Capital Assets</b>	<u>1,171,240</u>	<u>1,274,740</u>
	<u>-</u>	<u>-</u>
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<u><u>515,262</u></u>	<u><u>975,127</u></u>

# School District No. 51 (Boundary)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
Year Ended June 30, 2020

	<b>Operating Fund</b>	<b>Special Purpose Fund</b>	<b>Capital Fund</b>	<b>2020 Amended Annual Budget</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Accumulated Surplus (Deficit), beginning of year</b>	1,109,104	-	8,269,360	<b>9,378,464</b>
<b>Changes for the year</b>				
Net Revenue (Expense) for the year	(188,533)	60,000	(527,445)	<b>(655,978)</b>
Interfund Transfers				
Tangible Capital Assets Purchased	(75,000)	(60,000)	135,000	-
Local Capital	(125,000)		125,000	-
Other	(33,000)		33,000	-
<b>Net Changes for the year</b>	<b>(421,533)</b>	<b>-</b>	<b>(234,445)</b>	<b>(655,978)</b>
<b>Budgeted Accumulated Surplus (Deficit), end of year</b>	<b>687,571</b>	<b>-</b>	<b>8,034,915</b>	<b>8,722,486</b>

# School District No. 51 (Boundary)

Amended Annual Budget - Operating Revenue and Expense  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	17,381,941	17,124,951
Other	49,258	48,221
Tuition	12,150	12,150
Other Revenue	69,000	76,500
Rentals and Leases	60,737	60,737
Investment Income	58,835	58,835
<b>Total Revenue</b>	<b>17,631,921</b>	<b>17,381,394</b>
<b>Expenses</b>		
Instruction	13,541,969	12,918,229
District Administration	917,019	941,870
Operations and Maintenance	2,597,929	2,555,733
Transportation and Housing	763,537	732,562
<b>Total Expense</b>	<b>17,820,454</b>	<b>17,148,394</b>
<b>Net Revenue (Expense)</b>	<b>(188,533)</b>	<b>233,000</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>421,533</b>	
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(75,000)	(75,000)
Local Capital	(125,000)	(125,000)
Other	(33,000)	(33,000)
<b>Total Net Transfers</b>	<b>(233,000)</b>	<b>(233,000)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 51 (Boundary)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	16,849,956	16,665,137
Other Ministry of Education Grants		
Pay Equity	105,245	105,245
Transportation Supplement	153,588	153,588
Carbon Tax Grant	27,646	22,000
Employer Health Tax Grant	125,073	125,073
Support Staff Benefits Grant	59,019	
PLN Revenue - Community Network	53,908	53,908
FSA	7,506	
<b>Total Provincial Grants - Ministry of Education</b>	<b>17,381,941</b>	<b>17,124,951</b>
<b>Provincial Grants - Other</b>	<b>49,258</b>	<b>48,221</b>
<b>Tuition</b>		
International and Out of Province Students	12,150	12,150
<b>Total Tuition</b>	<b>12,150</b>	<b>12,150</b>
<b>Other Revenues</b>		
Miscellaneous		
ArtStarts	6,000	6,000
Fortis Rebate	-	10,500
City of Grand Forks	60,000	60,000
Miscellaneous	3,000	
<b>Total Other Revenue</b>	<b>69,000</b>	<b>76,500</b>
<b>Rentals and Leases</b>	<b>60,737</b>	<b>60,737</b>
<b>Investment Income</b>	<b>58,835</b>	<b>58,835</b>
<b>Total Operating Revenue</b>	<b>17,631,921</b>	<b>17,381,394</b>

# School District No. 51 (Boundary)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2020

	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	6,066,803	5,864,342
Principals and Vice Principals	1,256,540	1,196,777
Educational Assistants	1,663,154	1,523,912
Support Staff	2,005,775	1,976,320
Other Professionals	624,838	540,381
Substitutes	697,395	504,570
<b>Total Salaries</b>	<b>12,314,505</b>	<b>11,606,302</b>
<b>Employee Benefits</b>	<b>2,919,615</b>	<b>2,894,556</b>
<b>Total Salaries and Benefits</b>	<b>15,234,120</b>	<b>14,500,858</b>
<b>Services and Supplies</b>		
Services	569,540	673,955
Student Transportation	134,559	135,492
Professional Development and Travel	308,335	273,223
Rentals and Leases	33,528	33,528
Dues and Fees	73,804	68,940
Insurance	53,400	59,400
Supplies	941,668	931,498
Utilities	471,500	471,500
<b>Total Services and Supplies</b>	<b>2,586,334</b>	<b>2,647,536</b>
<b>Total Operating Expense</b>	<b>17,820,454</b>	<b>17,148,394</b>

# School District No. 51 (Boundary)

Amended Annual Budget - Operating Expense by Function, Program and Object  
 Year Ended June 30, 2020

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	5,044,811	196,067	101,568			563,645	5,906,091
1.07 Library Services	89,493			21,513		4,000	115,006
1.08 Counselling	95,256						95,256
1.10 Special Education	658,370	163,949	1,421,382		46,446	63,250	2,353,397
1.31 Indigenous Education	178,873		140,204			4,000	323,077
1.41 School Administration		856,364		342,947		13,000	1,212,311
1.64 Other							-
<b>Total Function 1</b>	<b>6,066,803</b>	<b>1,216,380</b>	<b>1,663,154</b>	<b>364,460</b>	<b>46,446</b>	<b>647,895</b>	<b>10,005,138</b>
<b>4 District Administration</b>							
4.11 Educational Administration		40,160		50,434	153,527		244,121
4.40 School District Governance					87,859		87,859
4.41 Business Administration				135,203	109,793		244,996
<b>Total Function 4</b>	<b>-</b>	<b>40,160</b>	<b>-</b>	<b>185,637</b>	<b>351,179</b>	<b>-</b>	<b>576,976</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				22,800	69,240		92,040
5.50 Maintenance Operations				998,306	88,733	38,000	1,125,039
5.52 Maintenance of Grounds				89,411		3,500	92,911
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,110,517</b>	<b>157,973</b>	<b>41,500</b>	<b>1,309,990</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				19,098	69,240		88,338
7.70 Student Transportation				326,063		8,000	334,063
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>345,161</b>	<b>69,240</b>	<b>8,000</b>	<b>422,401</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>6,066,803</b>	<b>1,256,540</b>	<b>1,663,154</b>	<b>2,005,775</b>	<b>624,838</b>	<b>697,395</b>	<b>12,314,505</b>



# School District No. 51 (Boundary)

Amended Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2020

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2020 Amended Annual Budget	2020 Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	5,906,091	1,370,535	7,276,626	838,432	8,115,058	7,672,128
1.07 Library Services	115,006	27,268	142,274	24,874	167,148	165,926
1.08 Counselling	95,256	21,925	117,181		117,181	119,120
1.10 Special Education	2,353,397	612,878	2,966,275	121,123	3,087,398	2,953,985
1.31 Indigenous Education	323,077	75,234	398,311	100,389	498,700	501,700
1.41 School Administration	1,212,311	270,070	1,482,381	65,703	1,548,084	1,496,970
1.64 Other	-	-	-	8,400	8,400	8,400
<b>Total Function 1</b>	<b>10,005,138</b>	<b>2,377,910</b>	<b>12,383,048</b>	<b>1,158,921</b>	<b>13,541,969</b>	<b>12,918,229</b>
<b>4 District Administration</b>						
4.11 Educational Administration	244,121	50,245	294,366	30,800	325,166	318,327
4.40 School District Governance	87,859	7,236	95,095	49,500	144,595	139,341
4.41 Business Administration	244,996	52,335	297,331	149,927	447,258	484,202
<b>Total Function 4</b>	<b>576,976</b>	<b>109,816</b>	<b>686,792</b>	<b>230,227</b>	<b>917,019</b>	<b>941,870</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	92,040	22,533	114,573	26,400	140,973	134,325
5.50 Maintenance Operations	1,125,039	275,097	1,400,136	368,078	1,768,214	1,030,807
5.52 Maintenance of Grounds	92,911	23,123	116,034	31,750	147,784	849,643
5.56 Utilities	-	-	-	540,958	540,958	540,958
<b>Total Function 5</b>	<b>1,309,990</b>	<b>320,753</b>	<b>1,630,743</b>	<b>967,186</b>	<b>2,597,929</b>	<b>2,555,733</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	88,338	20,307	108,645	1,500	110,145	86,243
7.70 Student Transportation	334,063	90,829	424,892	228,500	653,392	646,319
<b>Total Function 7</b>	<b>422,401</b>	<b>111,136</b>	<b>533,537</b>	<b>230,000</b>	<b>763,537</b>	<b>732,562</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>12,314,505</b>	<b>2,919,615</b>	<b>15,234,120</b>	<b>2,586,334</b>	<b>17,820,454</b>	<b>17,148,394</b>

# School District No. 51 (Boundary)

Amended Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2020

	<u>2020 Amended Annual Budget</u>	<u>2020 Annual Budget</u>
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	1,404,995	1,318,270
Other	136,394	
Other Revenue	340,000	340,000
<b>Total Revenue</b>	<u>1,881,389</u>	<u>1,658,270</u>
<b>Expenses</b>		
Instruction	1,708,040	1,544,921
Operations and Maintenance	113,349	113,349
<b>Total Expense</b>	<u>1,821,389</u>	<u>1,658,270</u>
<b>Net Revenue (Expense)</b>	<u>60,000</u>	-
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(60,000)	
<b>Total Net Transfers</b>	<u>(60,000)</u>	-
<b>Budgeted Surplus (Deficit), for the year</b>	<u>-</u>	<u>-</u>

# School District No. 51 (Boundary)

Amended Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2020

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	1,647		472	308,866			1,144		
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	113,349	62,554			128,000	19,600	8,711	140,845	28,155
Provincial Grants - Other									
Other				325,000					
	113,349	62,554	-	325,000	128,000	19,600	8,711	140,845	28,155
<b>Less:</b> Allocated to Revenue	114,996	62,554	472	340,000	128,000	19,600	9,855	140,845	28,155
<b>Deferred Revenue, end of year</b>	-	-	-	<b>293,866</b>	-	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	114,996	62,554	472		128,000	19,600	9,855	140,845	28,155
Provincial Grants - Other									
Other Revenue				340,000					
	114,996	62,554	472	340,000	128,000	19,600	9,855	140,845	28,155
<b>Expenses</b>									
Salaries									
Teachers									
Educational Assistants		49,050						81,851	
Other Professionals									
Substitutes									19,641
	-	49,050	-	-	-	-	-	81,851	19,641
Employee Benefits		13,504						21,209	4,607
Services and Supplies	54,996		472	340,000	128,000	19,600	9,855	37,785	3,907
	54,996	62,554	472	340,000	128,000	19,600	9,855	140,845	28,155
<b>Net Revenue (Expense) before Interfund Transfers</b>	60,000	-	-	-	-	-	-	-	-
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased	(60,000)								
Tangible Capital Assets - Work in Progress									
	(60,000)	-	-	-	-	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

# School District No. 51 (Boundary)

Amended Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2020

	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	Mental Health in Schools	Changing Results for Young Children	Health Coordinator	DASH BC	TOTAL
	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>					7,038	9,480	<b>328,647</b>
<b>Add:</b> Restricted Grants							
Provincial Grants - Ministry of Education	868,274	32,244	32,500	6,000			<b>1,440,232</b>
Provincial Grants - Other					27,000	54,376	<b>81,376</b>
Other							<b>325,000</b>
	868,274	32,244	32,500	6,000	27,000	54,376	<b>1,846,608</b>
<b>Less:</b> Allocated to Revenue	868,274	32,244	32,500	6,000	34,038	63,856	<b>1,881,389</b>
<b>Deferred Revenue, end of year</b>	-	-	-	-	-	-	<b>293,866</b>
<b>Revenues</b>							
Provincial Grants - Ministry of Education	868,274	32,244					<b>1,404,995</b>
Provincial Grants - Other			32,500	6,000	34,038	63,856	<b>136,394</b>
Other Revenue							<b>340,000</b>
	868,274	32,244	32,500	6,000	34,038	63,856	<b>1,881,389</b>
<b>Expenses</b>							
Salaries							
Teachers	699,506	26,118					<b>725,624</b>
Educational Assistants							<b>130,901</b>
Other Professionals					30,282		<b>30,282</b>
Substitutes			2,430	4,455			<b>26,526</b>
	699,506	26,118	2,430	4,455	30,282	-	<b>913,333</b>
Employee Benefits	168,768	6,126	570	1,045	1,458		<b>217,287</b>
Services and Supplies			29,500	500	2,298	63,856	<b>690,769</b>
	868,274	32,244	32,500	6,000	34,038	63,856	<b>1,821,389</b>
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	-	-	-	-	<b>60,000</b>
<b>Interfund Transfers</b>							
Tangible Capital Assets Purchased							<b>(60,000)</b>
Tangible Capital Assets - Work in Progress							-
	-	-	-	-	-	-	<b>(60,000)</b>
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-

# School District No. 51 (Boundary)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense  
Year Ended June 30, 2020

	2020 Amended Annual Budget			2020 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Investment Income		17,500	17,500	12,500
Amortization of Deferred Capital Revenue	830,697		830,697	830,697
<b>Total Revenue</b>	<b>830,697</b>	<b>17,500</b>	<b>848,197</b>	<b>843,197</b>
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,201,367		1,201,367	1,374,740
Transportation and Housing	173,373		173,373	
Debt Services				
Capital Lease Interest		902	902	1,070
<b>Total Expense</b>	<b>1,374,740</b>	<b>902</b>	<b>1,375,642</b>	<b>1,375,810</b>
<b>Net Revenue (Expense)</b>	<b>(544,043)</b>	<b>16,598</b>	<b>(527,445)</b>	<b>(532,613)</b>
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	135,000		135,000	75,000
Local Capital		125,000	125,000	125,000
Capital Lease Payment		33,000	33,000	33,000
<b>Total Net Transfers</b>	<b>135,000</b>	<b>158,000</b>	<b>293,000</b>	<b>233,000</b>
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	68,500	(68,500)	-	
Principal Payment				
Capital Lease	33,902	(33,902)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>102,402</b>	<b>(102,402)</b>	<b>-</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(306,641)</b>	<b>72,196</b>	<b>(234,445)</b>	<b>(299,613)</b>

# SCHOOL DISTRICT NO. 51 (BOUNDARY)

## POLICY

SECTION	TITLE	NO. 3000
EDUCATIONAL PROGRAMS/ SERVICES	<del>Health/Career &amp; Personal Planning</del> <u>Physical and Health Education/ Career Education</u> <u>Alternate Delivery</u>	

**DATE ADOPTED:** February 24, 1999

**DATE AMENDED:** February 10, 2009

### PROVISIONS FOR STUDENT EXEMPTION

The Board of Education recognizes that for a number of reasons parents may wish to have their child(ren) exempted from certain components of the ~~Personal Planning and Career and Personal Planning~~ Physical Health Education/Career Education Curriculums. The Board supports the rights of these parents and, subject to the following regulations, students and their parents/guardians may arrange for alternative delivery of instruction with regard to specific ~~Prescribed Learning Outcomes~~ Standards.

### REGULATIONS

Teachers will hand out, at the beginning of the course, a list of topics to be covered so that parents can determine which topic(s), if any, they wish to have their child(ren) participate in an approved alternate delivery.

It is each parent's/guardian's responsibility to inform the school, in writing, that they request their child be excused from attending the specific instructional session(s) and their preference to address ~~Prescribed Learning Outcomes~~ Standards.

For more details please refer to the ~~Ministry Alternative Delivery Policy~~ –  
[http://www.gov.bc.ca/policy/policies/alt\\_delivery.htm](http://www.gov.bc.ca/policy/policies/alt_delivery.htm)  
<https://curriculum.gov.bc.ca/curriculum/physical-health-education>  
<https://curriculum.gov.bc.ca/curriculum/career-education>

Courses that this policy applies to are:

- ~~Health and Career Education K to 7~~
- ~~Health and Career Education 8 and 9~~
- ~~Planning 10~~
- Physical and Health Education K to 12

**SCHOOL DISTRICT NO. 51 (BOUNDARY)**

**POLICY**

<b>SECTION</b>	<b>TITLE</b>	<b>NO. 5020</b>
<b>STUDENTS</b>	<b><u>Student Promotion/Placement</u></b>	

~~DATE ADOPTED: January 12, 1999~~

~~DATE AMENDED: December 8, 2009~~

~~DATE REVIEWED: April 17, 2018~~

~~The Board believes that the promotion/placement of any student should be based on the judgment of what is best for the student, considering his/her intellectual, social, physical and emotional needs. The Board also takes into account the fact that effective education requires the presence of continuous and appropriate challenge to stimulate interest, effort and achievement in keeping with the student's ability.~~

**REGULATIONS**

- ~~1. The Principal of each school shall establish appropriate promotion/placement policies and procedures consistent with Provincial and District guidelines and requirements.~~
- ~~2. The Principal should ensure that parents of students who may be at risk are familiar with the promotion/placement policies and procedures at the school.~~
- ~~3. Promotion/placement in secondary school should be by course.~~
- ~~4. The Board recognizes that on occasion there may be a need for retention or acceleration. See Policy 5030 Student Retention/Acceleration.~~
- ~~5. The Principal of the school in accordance with the School Act retains paramount authority in the placement of students.~~

# SCHOOL DISTRICT NO. 51 (BOUNDARY)

## P O L I C Y

SECTION	TITLE	NO. 5010
STUDENTS	<u>Student Assessment &amp; Evaluation</u>	

**DATE ADOPTED:** June 27, 2000

**DATE AMENDED:**

The Board expects that there will be ongoing student assessment and **varied** evaluation procedures in place to ensure that all students are learning to their maximum potential.

The Board expects that appropriate student assessment procedures will be in place in all schools. The procedures must **should** ensure that student progress is monitored regularly and accurately reported to parents **ongoing monitoring and feedback of student learning**.

The Board expects that teacher methodology used in the **assessment and eventual** evaluation of student learning and assessment of progress will have the principles of mastery learning and authentic assessment as its basis **should align with tenets of the revised curriculum with an appropriate focus on both the core and curricular competencies. In a continuous learning environment, there should be less emphasis on product and more emphasis on process.**

## R E G U L A T I O N S

1. ~~Assessment of performance shall encourage the development of the unique and individual potential of each student~~ **The majority of student assessment should be formative, involving ongoing and regular descriptive feedback to the student. Feedback should help inform students of their stretches and inform teachers of next steps in lesson planning.**
2. ~~Notwithstanding the concepts of self-directed learning and the varying individual rates of learning, the provincial curriculum shall be the basis against which an individual student's progress is observed and tracked.~~
3. ~~Classroom assessment shall be seen as a means to support teaching and learning of knowledge, skills, attitudes and behaviours and to nurture positive student attitudes/self esteem~~ **Evaluation of student progress should be based on a variety of assessments.**
4. Teachers shall use a variety of **formative and summative** assessment tools such as **including, but not limited to:**
  - **AFL strategies (whiteboards, thumbs up/down, traffic lights)**
  - observations



- ~~text and curriculum embedded questions and texts~~
  - ~~paper and pencil tests~~ and quizzes
  - oral questioning
  - ~~benchmarks or reference sets~~
  - interviews
  - peer and self assessments
  - ~~standardized criterion-referenced and norm-referenced tests~~
  - performance assessments standards
  - writing samples
  - exhibitions
  - portfolios assessments
  - projects and product assessments
  - criteria based assessments
  - presentations
  - authentic/real life demonstrations
5. ~~Any decisions on students shall be based on multiple sources of information.~~
  6. ~~The teacher's direction shall be used with regard to the degree of participation of special needs students in testing situations. Adaptations or alternatives may be considered after consultation with the school-based team and/or resource staff.~~
  7. ~~Methods of reporting to parents shall reflect the current state of student assessment and evaluation procedures. Student self-assessment and evaluation shall be an integral part of the reporting procedure.~~

### Definitions

*Assessment:* A practice that can be formative or summative, linked to learning standards and aimed at improving student learning.

- Formative assessment – ongoing assessments of student learning so teachers can provide timely feedback while learning happens and so they can adjust instruction.
  - Assessment for Learning – ongoing process where the teacher gathers evidence of where students are at in their learning, provides feedback and adjusts instruction.
  - Assessment as Learning – process in which students monitor their learning, supporting the ideal of student metacognition.
- Summative assessment – used to assess student learning at the end of an instructional period.

*Evaluation:* A process that is based on a collection of information about what students **can do** (curricular competencies) and **what they know** (content) which may be expressed as a letter grade, percent, performance (proficiency) scale, descriptive feedback or portfolio. Reporting or Communication of Student Learning should provide student's progress relative to their learning goals and the learning standards.

Resource:

<https://www.curriculum.gov.bc.ca/assessment/classroom-assessment-and-reporting>

# SCHOOL DISTRICT NO. 51 (BOUNDARY)

## P O L I C Y

SECTION	TITLE	NO. 5091
STUDENTS	<u>Bus Transportation &amp; Walk Limits</u>	

**DATE ADOPTED:** March 13, 2001

**DATE AMENDED:** May 10, 2011

### BUS TRANSPORTATION

The School Act does not require school districts to provide student transportation services. However, individual Boards of Education, at their discretion, may provide transportation services for certain students to and from school.

School District No. 51 (Boundary) is a rural district. As safe bus transportation plays a key role in student learning, the District is committed to providing safe and efficient transportation in a caring manner. The following factors are considered when determining whether to provide bussing services: whether there are sufficient students to justify the service, whether road conditions are suitable for school buses, and the distance affected students live from the nearest school. As well, bussing services provided are dependent on available funding (reviewed annually) and the need for operational efficiencies.

~~In accordance with the School Act, bus transportation for students to use in going to and from school is provided at the discretion of the Board. It will be dictated by Ministry funding guidelines, available funding, and the need for operational efficiencies. It is recognized that bus transportation routes will not suit the requests of all parents.~~

It is the parents' responsibility to determine how their children will safely travel to and from school or to and from the bus pick up and drop off locations. **It is recognized that bus transportation routes will not suit the requests of all parents.**

The Board will also make every effort to ensure inclusive practices occur for all school activities requiring bussing. If school bus transportation is not practical, the Board may consider providing "transportation assistance" to parents.

### R E G U L A T I O N S

1. School bus transportation may be provided free of charge to:
  - a) A primary (K-3) student residing more than 4.0 kilometres from his/her neighbourhood catchment area school; or
  - b) A student in grades 4-12 residing more than 4.8 kilometres from his/her neighbourhood catchment area school.

These distances shall be measured from the nearest passable road to a public school in which there is a grade and placement for the student(s).

2. Bus services are sometimes provided to students within the walk limits as a courtesy, providing there is available seating on the bus and time in the schedule. Should overcrowding occur, these students will be denied bus transportation.
3. ~~Bus routes will be reviewed annually with emphasis on safety and efficient use of resources.~~ School bus routes are established on the basis of safety and efficiency of service for students who meet the criteria for eligibility.
  - Route changes must be approved by the Director of Operations or designate
  - New routes may be considered with a minimum of sixteen (16) eligible students.
  - Where possible, routes will be designed to minimize the time students spend on a bus.
  - Routes will be reviewed annually
4. Student behaviour is a significant factor in bus travel and safety. ~~Codes of Student Conduct apply when riding school buses.~~ Traveling on a school bus is a privilege which may be suspended or revoked for a student not observing Codes of Conduct, and procedures below:
  - Wait for the school bus only in the area designated as a school bus loading zone;
  - Board or leave a school bus in an orderly manner;
  - Remain safely seated until the bus stops at intended destination;
  - Be courteous to other passengers and the driver;
  - Abide by instructions posted in the bus or given directly by the bus driver.
5. Also, students who ride buses will be asked to sign a [bus riding contract](#) each year. Bus drivers are required to report cases of unacceptable student behaviour to the school Principal. Consequences of such behaviour will be as per the District's progressive discipline policy (noted on XXX form).
6. The bus driver is authorized to:
  - Cancel a trip when, in his/her opinion, the current road conditions are unsafe and continuation of the trip presents a hazard to students on the bus;
  - Drive the bus and its riders to a location where a school Principal or District-based administrator can take appropriate action if there are concerns regarding discipline, safety or other exceptional circumstances

**SCHOOL DISTRICT NO. 51 (BOUNDARY)**

**P O L I C Y**

<b>SECTION</b>	<b>TITLE</b>	<b>NO. 5133</b>
<b>STUDENTS</b>	<b><u>Menstrual Products</u></b>	

**DATE ADOPTED:**

The Board of Education of School District No. 51 (Boundary) is committed to providing menstrual products to students who may require them.

**Specifically**

The Board will:

- a) Ensure menstrual products are made available to all students in a manner that protects student privacy;
- b) Provide for barrier free, easily accessible menstrual products at no cost to students;
- c) Provide menstrual products in school washrooms; and,
- d) Consider student feedback with respect to the provision of menstrual products.

School District staff will develop procedures regarding the provision of menstrual products to students.

**Regulations**

To be added in near future.