



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

February 10, 2015 at 6:00 p.m.

School Board Office

Agenda

Call to Order

Presentations/Delegations

- BC Lions Leadership – Vice-Principal Phelan

10 Minute Comment Period

Adoption of Agenda

Adoption of Minutes

January 13, 2015 – Regular Board Meeting Minutes

Report on In-Camera Meeting from January 13, 2015

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

Trustee Jepsen declared a pecuniary conflict of interest for a portion of the January 13, 2015 Board of Education Closed meeting.

Correspondence

Nil

Business Items

1. Superintendent's Report

- January 2015 Report (Attachment)
- Grand Forks Secondary School Global Citizenship Club (Attachment)

MOTION: "That the Board approve in principle the Grand Forks Secondary School's Global Citizenship Club Field Trip as presented."

2. Secretary-Treasurer's Report

- January 2015 Report (Attachment)
- Enrollment Report (Attachment)
- Expenditure Report (Attachment)

3. Director of Instruction's Report

- January 2015 Report (Attachment)

4. Amended Budget Bylaw (Attachment)

MOTION: "That the Board unanimously agrees to give the Amended Annual Budget Bylaw all three readings at this meeting of February 10, 2015."

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

2014/2015 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 2014/2015.
3. The attached Statement 2 showing the estimated revenue and expense for the 2014/2015 fiscal year and the total budget bylaw amount of \$17,947,946 for the 2014/2015 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 2014/2015.

MOTION: "That the Board of Education of School District No. 51 (Boundary) approve the Amended Annual Budget Bylaw for 2014/2015 fiscal year, as read a first, second and third time, passed and adopted the 10th day of February 2015."

5. Talking Break

- **Student Leadership**

6. Ministry of Education Innovation Teams

7. Tour of Facilities

8. BCSTA Provincial Council Meeting – Motions (Attachment)

9. Committee Reports

- AbEd Committee
- Finance Committee
- Operations Committee
- Policy Committee

MOTION: "That the Board approve for circulation the following policy No: 5000 – District Code of Conduct for Students."

10. Trustee Reports

- Rec Commission
- BISM
- BCSTA Kootenay Boundary Branch
- District Literacy
- * BCPSEA/BCSTA Rep Council – **AGM Report Out**
- * BCSTA Provincial Council
- * Okanagan Labour Relations Council
- * PAC Highlights

11. Around the Boundary January 2015

12. Trustee Activities and Upcoming Events

BCSTA Provincial Council Meeting – February 20-21, 2015

BCSTA 110th AGM – April 16-19, 2015

Future Agenda Items

Next Board Meeting: March 11, 2015 – 6:00 p.m.
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 13, 2015 at the Boundary Learning Centre

The Chairperson called the meeting to order at 6:01 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. C. Riddle	Trustee
	Mrs. R. Zitko	Trustee
	Mr. K. Argue	Superintendent
	Mrs. J. Hanlon	Secretary-Treasurer
	Mr. D. Lacey	Director of Learning

Absent: Nil

Presentations/Delegations

Changing Results for Young Readers – A presentation was given by teachers Jennifer Eaton and Jennifer MacDonald.

Adoption of Agenda

MOVED Zitko
2ND Danyluk

“That the Agenda for January 13, 2015 be adopted as circulated.”

CARRIED

Adoption of Minutes

MOVED Reid
2ND Riddle

“That the Minutes of the December 9, 2014 Board Meeting be adopted as circulated.”

CARRIED

Report on In-Camera Meeting from December 9, 2014

The Board discussed personnel issues, properties/facilities, business items, as well as the service delivery/shared services.

Trustee Jepsen declared a pecuniary conflict of interest for a portion of the December 9, 2014 Board of Education Closed meeting.

Correspondence

Nil

Business Items

1. Superintendent’s Report

The Superintendent reported on December 2014 events and highlighted the school visits and Christmas concerts he attended.

- Grand Forks Secondary School Band Trip

MOVED Zitko
2ND Strukoff

“That the Board approve in principle the Grand Forks Secondary School Band Trip as presented.”

CARRIED

- Dr. D. A. Perley Elementary Grade 7 Field Trip
- MOVED Riddle
2ND Reid

“That the Board approve in principle the Dr. D. A. Perley Elementary School Field Trip as presented.”

CARRIED

- Student Achievement Report
- MOVED Reid
2ND Zitko

That the Board approve the 2014/2015 Superintendent’s Report on Student Achievement as presented.”

CARRIED

2. **Secretary-Treasurer’s Report**
The Secretary-Treasurer presented her report for December along with the enrolment and expenditure reports.
3. **Director of Learning Report**
The Director of Learning reported on December school visitations, the visitation to Selkirk College with the Walker students as well as work done by the Inquiry team.
4. **Talking Break**
2014-2015 Amended Budget was discussed.
5. **Board Committees and Representatives**
A list outlining which trustee will sit on each committee and act as representatives was circulated.
6. **Committee Reports**
Operations Meeting – Trustee Reid reported out.
Finance Meeting – Trustee Riddle reported out.
7. **Trustee Reports**
BCPSEA AGM Motions & Budget on January 30, 2015.
8. **Around the Boundary**
December 2014 Around the Boundary was presented.

Meeting adjourned at 7:43 p.m.

Chairperson

Secretary-Treasurer



School Visitations

- Boundary Central Secondary – Visited classes and met with the Principal. Attended 'Cinderella' performance put on by BCSS Drama Dept.
- Grand Forks Secondary – Met with the Principal and Vice Principal. Visited Ms. Wolf's Band class.
- Perley Elementary School– Met with the Principal and visited all Intermediate Classes. Enjoyed Mr. Nordman's class investigating their choice project on famous people with the use of ipads.
- Greenwood Elementary School – Attended a parent meeting and visited the 4 School Literacy Day. Met with the Principal and Staff.

District Planning

Achievement Contract

- The 4 Goals of the SD51 Achievement Contract for 2014-2015 are:
 1. To embed the Inquiry Process into teaching and learning throughout School District 51
 2. To improve student achievement in Reading
 3. To increase students' access and use of technology to deepen learning and authentically communicate their knowledge
 4. To improve the positive, social emotional connectedness of our students to their school experience through school initiatives supported by our Health Promoting Schools Coordinator

Ministry Initiatives

- Erase Bullying – Kevin Argue Superintendent contact/Safe Schools Coordinator.
- Changing Results for Young Readers – Doug Lacey - District Leader

Meetings out of the District

- Attended the BCPSEA Trustee Academy
- Attended the Erase Bullying Level 3 Training

Meetings in District

- Jan 6 – District NID Planning meeting
- Jan 8 – Board Budget Review meeting
- Jan 12 – BISM meeting
- Jan 13 – Ministry of Education Conference call
- Jan. 13 – Board meeting
- Jan 15 – Technology Learning Team meeting
- Jan 16 - District Leadership Team meeting
- Jan 19 – Meeting with BC Apple Reps
- Jan 20 – Board Budget Planning meeting
- Jan 22 – District DPAC meeting
- Jan 26 – Meeting with Health Promoting Schools Coordinator
- Jan 27 – Policy meeting

Upcoming Events

- Feb 3 – District NID Planning Day
- Feb 10 – Board meeting
- Feb 11 - District Leadership Team meeting
- Feb 17 – Board Budget Planning meeting
- Feb 20 – Safe Schools Coordinator meeting
- Feb 23 – District NID Planning meeting
- Feb 24 – Policy Committee meeting
- Feb 27 – District Non-Instructional Day

February 3, 2015

Dear Members of School District No.51's Board:

Grand Forks Secondary School's Global Citizenship Club has been invited to join the celebration in Seattle known as "We Day" on April 23, 2015. The initiative of focusing on "we" versus "me" began under the title "Me to We" and "Free The Children" in Ontario several years ago by two brothers and is now an international movement working towards the betterment of both local and global societies. The real inspiration behind the organization is the firm belief that kids can (and want to) make a difference.

Although our club is not exclusively part of that organization, we have a mandate of working to give back and educate peers regarding local and global situations. As such, we have been given the exciting opportunity to join thousands of other like-minded citizens, to attend an annual day of recognition and inspiration. The exact details of presenters will not be released until March 12. However, to date, here are some examples of guests: the Dalai Lama, Desmond Tutu, U2, Edward Norton and many more political activists, entertainers and people who have a passion for supporting youth in their endeavours to make our world a better place. Truly, our club members are altruistic-they believe in making a difference and are not looking for recognition, but this seems like a way to engage with students and adults in a rewarding and highly reinforcing setting!

Since we began our club last fall, we have undertaken a variety of activities. Here are a few: two talent shows raising proceeds over \$4000.00; two "Write for Rights Days" (to support Amnesty International's efforts to release wrongfully imprisoned victims); two food drives for our local food bank; two visits to the Silver Kettle facility to sing, eat and craft with senior citizens; a Thirty Hour Famine; an awareness day and fundraising for our local women's shelter; and a campaign around fair-trade chocolate and child labour. Our students understand educating peers is as important often as raising money; they "walk the walk" each day.

Factors like how many "spots" we will be given are still being "flushed" out. However, we know we can take 8-16 students. Our hope would be to leave after lunch Wednesday, the 22 and return Saturday, April 25. The event itself begins at 8:00 a.m. on Thursday and finishes about 3:00p.m. Friday would entail visiting a shelter and making a direct donation, touring Pike Market, and enjoying another Seattle-specific experience.

This is an amazing opportunity! Please contact either Kristen or Laura if you would like to hear more. If the Board is open to the idea, students would be excited to share

their experiences in person when we get back. In a way, it is a "once in a lifetime" opportunity for some of these kids.

Thank you for your consideration,

Laura Matheson & Kristen Merry

Sponsors, G.F.S.S.'s Global Citizenship Club

Secretary-Treasurer's Report
January 2015
J. Hanlon, Secretary-Treasurer



February Enrolment Count

The second enrolment count for the 2014/2015 school year will be February 13, 2015. The February count does not fund regular enrolment increases and will not affect our funding as we are in funding protection.

On February 13th I will be sending in our enrolment projections for the next three years. I am also adjusting kindergarten projections from our last conversation in early January

Finance

In January the Trustees and District Leadership team met to go over the current year's budget and started planning for 2015/2016. Principals worked on preliminary class configurations and looked at preliminary staffing allocations based on rollover. We are expecting timetables for the secondary schools to be done by March 12, 2015. We anticipate being in funding protection for 2015/2015 due to the 98.5% guarantee of your current years funding.

Pro D – Session for Support staff

Bus Drivers, custodians and student supervisors participated in Pro-D on January 23, 2015.

Bus Driver sessions included topics such as the Defensive Use of Force on a School Bus, Radio Communication, Best Practices for Bus Culture, as well as a presentation by the Department of Transportation. Custodians received training in Safe Work Practices by Martha Clark, Occupational Therapist, and supervisors were given training in Non-Violent Crisis Intervention by Principal Bo Macfarlane. All three groups were given training on the Respectful Workplace Policy.

Thank you to the following School District Pro-D presenters and facilitators: Ben Pazdzierski, Kim Fehr, Doug Lacey and Bo Macfarlane.

School District No. 51 (Boundary)

Enrolment

As of January 31, 2015

Head Count

	January 31, 2015	December 31, 2014	Increase (Decrease)
Secondary			
BCSS	135	132	3.0000
GFSS	351	350	1.0000
Elementary			
Beaverdell	12	12	-
Big White	40	36	4.0000
Christina Lake	73	73	-
Greenwood	30	28	2.0000
John A. Hutton	240	236	4.0000
Midway	36	35	1.0000
Dr. D. A. Perley	243	244	(1.0000)
West Boundary	99	100	(1.0000)
Alternate School			
Walker	26	26	-
Total	1285.0000	1272.0000	13.0000

Expenditure Report

Object	Title	Jan-15	YTD	ENCUMBERED	BUDGET	Remaining	%
10	Principal & Vice Principal Sal	83,071.76	572,313.78		1,001,284	428,970	43
11	Teacher Salaries	576,771.36	2,510,391.66		5,488,555	2,978,163	54
12	Non-Teachers Salaries	253,340.02	1,396,895.48		2,965,285	1,568,390	53
13	Management Salaries	32,747.17	229,230.19		405,289	176,059	43
14	Substitute Salaries	26,276.06	135,379.06		490,056	354,677	72
19	Trustees Indemnity	6,473.67	44,585.63		76,727	32,141	42
21	Statutory Benifits	74,912.47	248,537.20		568,530	319,993	56
22	Pension Plans	126,373.57	637,713.61		1,360,461	722,747	53
23	Medical And Life Benifits	52,073.35	327,766.07		627,861	300,095	48
31	Services	27,161.79	233,758.97	10,904.54	578,320	333,656	58
33	Student Transportation	1,647.93	31,699.99		81,180	49,480	61
34	Training & Travel	17,560.35	89,958.98		260,202	170,243	65
36	Rentals & Leases	2,794.00	19,558.00		33,528	13,970	42
37	Dues And Fees		50,174.87		71,790	21,615	30
39	Insurance	303	64,457.26		67,400	2,943	4
51	Supplies	68,657.57	357,184.77	25,221.72	1,089,862	707,455	62
54	Electricity	44,527.14	136,130.45		275,560	139,430	51
55	Heat	36,343.05	66,050.27		152,350	86,300	57
56	Water And Sewage	2,128.64	6,004.25		24,650	18,646	76
57	Garbage And Recycling	1,153.03	7,133.47		15,000	7,867	52
Totals		1,434,315.93	7,164,923.96	36,126.26	15,633,890.00	8,432,840.00	54



Director of Learning Report Doug Lacey January 2015

Staff Learning and School Visits

January 12th Facilitated third meeting of the District Literacy Assessment Inquiry Learning Team.

January 13th **John A. Hutton Elementary School**

- Visited Mrs. Grieve's Grade 2/3 classroom and observed students working on individual responses to their reading.
- Visited Mrs. Vanlerberg's Kingergarten/Grade 1 class and observed students working in groups of two on word-work sequences.
- Visited Mrs. Jacob's Grade 1/2 classroom in a French lesson.

January 15th Facilitated inaugural meeting of the District Learning with Technology Inquiry Learning Team.

January 21st Facilitated a meeting of the District Project-Based Learning Inquiry Learning Team (Graham Watt of the Kettle Valley Watershed Management Plan participated as a guest).

January 26th Facilitated the inaugural meeting of the District Social/Emotional Inquiry Learning Team.

Boundary Central Secondary School

- Attended an evening performance of the school production of "Cinderella"

January 28th Gave a presentation to D.A. Perley Staff on the new Draft BC curriculum with a focus on Core Competencies.

January 29th **Grand Forks Secondary School**

- Visited Mr. De Haan's visual arts classroom and looked at the work of a number of senior art students and viewed class multi-media projects showcasing individual digital photography work.

Greenwood Elementary School

- Visited Mrs. Grey's Grade 6/7 classroom.

Boundary Central Secondary School

- Visited Ms. Hecht's English 10 classroom and observed review for Provincial exam and students creating individual digital media presentations of life in the Boundary for their pen-pals in Germany.

West Boundary Elementary School

- Visited Mrs. Lautard's Grade 6/7 classroom.

Beaverdell Elementary School

- Met with Mr. Hayes during lunch.

Big White Community School

- Met with new Kindergarten to Grade 3 teacher, Ms. Rebelato.

Other Events/Meetings

January 6 th	Participated in District/BDTA joint planning meeting for the February 27 th District Non-Instructional Day.
January 8 th	Worked with representatives of BFISS, CYMH, and our Health Promoting Schools coordinator on revising the community suicide prevention protocols.
January 9 th	Participated in District Operations meeting with Kettle River Watershed Management Plan Coordinator, Graham Watt Participated in District Budget Review meeting.
January 12 th	Participated in the regular monthly meeting of Boundary Integrated Services Model.
January 13 th	Participated in the Boundary Interagency Group meeting.
January 15 th	Worked with representatives of BFISS, CYMH, and Heath Promoting Schools coordinator on revising the community suicide prevention protocols.
January 15 th	Attended a Graduation Tea for a Walker Development Centre adult student.
January 16 th	Participated in the District Leadership Team meeting.
Jan. 20 th /21 st	Attended the Safer Schools Level Three Training for Violence Risk/Risk Assessment in Nelson.
January 20 th	Participated in Board of Education/District Leadership Budget Planning meeting.
January 22 nd	Participated in the regular meeting of the West Boundary Integrated Services Team.
January 26 th	Participated in the regular meeting of the Boundary Early Years Advisory Committee.

Special Education and Student Services

Joanne Gidney – District Vice Principal Student Support Services

- Participated in the pre-audit with Trail in preparation for their Ministry Audit
- Networked with CYMH to coordinate services for Complex needs in the Behavior Program
- Prepared for Provincial Outreach Program for Autism Related Disabilities by collecting needs assessments and coordinating site visits and SEA intervention training
- Advocated for and with parents and children as they navigated IEPs and ICMs
- Met and coordinated support for children and youth with Freedomquest and Kootenay Family Supported Child Care
- Worked with teams in all schools (problem solving, resource allocation, capacity building)
- Mentored new to district teachers on using BCeSIS for IEPs
- Administered level B assessments as part of our Response to Intervention
- Worked with Educational Psychologist in determining priority of the assessment cases

Amended Annual Budget

School District No. 51 (Boundary)

June 30, 2015

School District No. 51 (Boundary)

June 30, 2015

Table of Contents

Bylaw	1
Amended Annual Budget - Revenue and Expense - Statement 2	2
Amended Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1	5
Amended Annual Budget - Operating Revenue and Expense - Schedule 2	6
Schedule 2A - Amended Annual Budget - Schedule of Operating Revenue by Source	7
Schedule 2B - Amended Annual Budget - Schedule of Operating Expense by Source	8
Schedule 2C - Amended Annual Budget - Operating Expense by Function, Program and Object	9
Amended Annual Budget - Special Purpose Revenue and Expense - Schedule 3	11
Schedule 3A - Amended Annual Budget - Changes in Special Purpose Funds	12
Amended Annual Budget - Capital Revenue and Expense - Schedule 4	14

*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 2014/2015 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 2014/2015.
3. The attached Statement 2 showing the estimated revenue and expense for the 2014/2015 fiscal year and the total budget bylaw amount of \$17,947,946 for the 2014/2015 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 2014/2015.

READ A FIRST TIME THE 10th DAY OF FEBRUARY, 2015;

READ A SECOND TIME THE 10th DAY OF FEBRUARY, 2015;

READ A THIRD TIME, PASSED AND ADOPTED THE 10th DAY OF FEBRUARY, 2015;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 51 (Boundary) Amended Annual Budget Bylaw 2014/2015, adopted by the Board the 10th DAY OF FEBRUARY, 2015.

Secretary Treasurer

School District No. 51 (Boundary)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2015

	2015 Amended Annual Budget	2015 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	1,245,000	1,214,000
Adult	1,625	0,500
Total Ministry Operating Grant Funded FTE's	1,246,625	1,214,500
Revenues	\$	\$
Provincial Grants		
Ministry of Education	15,600,807	15,822,691
Other	189,806	103,786
Tuition	11,100	11,500
Other Revenue	138,639	212,294
Rentals and Leases	58,633	53,633
Investment Income	60,000	40,000
Amortization of Deferred Capital Revenue	760,833	731,561
Total Revenue	16,819,818	16,975,465
Expenses		
Instruction	12,455,570	12,618,571
District Administration	888,106	886,479
Operations and Maintenance	3,618,508	3,619,683
Transportation and Housing	622,046	624,105
Debt Services	1,716	1,716
Total Expense	17,585,946	17,750,554
Net Revenue (Expense)	(766,128)	(775,089)
Budgeted Allocation (Retirement) of Surplus (Deficit)	520,522	441,702
Budgeted Surplus (Deficit), for the year	(245,606)	(333,387)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(245,606)	(333,387)
Budgeted Surplus (Deficit), for the year	(245,606)	(333,387)

School District No. 51 (Boundary)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2015

	2015 Amended Annual Budget	2015 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	15,445,890	15,641,500
Operating - Tangible Capital Assets Purchased	30,000	25,000
Special Purpose Funds - Total Expense	863,617	851,106
Special Purpose Funds - Tangible Capital Assets Purchased	72,000	
Capital Fund - Total Expense	1,276,439	1,257,948
Capital Fund - Tangible Capital Assets Purchased from Local Capital	260,000	247,000
Total Budget Bylaw Amount	17,947,946	18,022,554

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed
Signature of the Superintendent	Date Signed
Signature of the Secretary Treasurer	Date Signed

School District No. 51 (Boundary)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2015

	2015 Amended Annual Budget	2015 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(766,128)	(775,089)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(102,000)	(25,000)
From Local Capital	(260,000)	(247,000)
From Deferred Capital Revenue	(1,274,723)	(1,256,232)
Total Acquisition of Tangible Capital Assets	(1,636,723)	(1,528,232)
Amortization of Tangible Capital Assets	1,274,723	1,256,232
Total Effect of change in Tangible Capital Assets	(362,000)	(272,000)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(1,128,128)	(1,047,089)

School District No. 51 (Boundary)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2015

	Operating Fund	Special Purpose Fund	Capital Fund	2015 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	1,720,930		8,848,189	10,569,119
Changes for the year				
Net Revenue (Expense) for the year	(332,522)	72,000	(505,606)	(766,128)
Interfund Transfers				
Tangible Capital Assets Purchased	(30,000)	(72,000)	102,000	-
Local Capital	(125,000)		125,000	-
Other	(33,000)		33,000	-
Net Changes for the year	(520,522)	-	(245,606)	(766,128)
Budgeted Accumulated Surplus (Deficit), end of year	1,200,408	-	8,602,583	9,802,991

School District No. 51 (Boundary)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2015

	2015 Amended Annual Budget	2015 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	14,873,210	15,171,585
Other	103,786	103,786
Tuition	11,100	11,500
Other Revenue	16,639	12,294
Rentals and Leases	58,633	53,633
Investment Income	50,000	30,000
Total Revenue	15,113,368	15,382,798
Expenses		
Instruction	11,643,567	11,846,562
District Administration	888,106	886,479
Operations and Maintenance	2,292,171	2,284,354
Transportation and Housing	622,046	624,105
Total Expense	15,445,890	15,641,500
Net Revenue (Expense)	(332,522)	(258,702)
Budgeted Prior Year Surplus Appropriation	520,522	441,702
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(30,000)	(25,000)
Local Capital	(125,000)	(125,000)
Other	(33,000)	(33,000)
Total Net Transfers	(188,000)	(183,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 51 (Boundary)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2015

	2015 Amended Annual Budget	2015 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	15,046,340	15,046,340
Strike Savings Recovery	(523,004)	
Other Ministry of Education Grants		
Pay Equity	105,245	105,245
Labour Settlement Funding	224,629	
Carbon Tax Rebate	20,000	20,000
Total Provincial Grants - Ministry of Education	14,873,210	15,171,585
Provincial Grants - Other	103,786	103,786
Tuition		
Offshore Tuition Fees	11,100	11,500
Total Tuition	11,100	11,500
Other Revenues		
Miscellaneous		
Art Start	6,445	2,100
BCPSEA Benefit Increase	10,194	10,194
Total Other Revenue	16,639	12,294
Rentals and Leases	58,633	53,633
Investment Income	50,000	30,000
Total Operating Revenue	15,113,368	15,382,798

School District No. 51 (Boundary)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Source
Year Ended June 30, 2015

	2015 Amended Annual Budget	2015 Annual Budget
	\$	\$
Salaries		
Teachers	5,488,555	5,896,568
Principals and Vice Principals	1,001,284	1,001,399
Educational Assistants	934,299	891,013
Support Staff	2,030,986	2,048,102
Other Professionals	482,016	480,512
Substitutes	490,056	491,488
Total Salaries	10,427,196	10,809,082
Employee Benefits	2,556,852	2,572,882
Total Salaries and Benefits	12,984,048	13,381,964
Services and Supplies		
Services	578,320	579,297
Student Transportation	81,180	83,105
Professional Development and Travel	260,202	239,810
Dues and Fees	71,790	71,790
Insurance	67,400	67,400
Supplies	935,390	754,134
Utilities	467,560	464,000
Total Services and Supplies	2,461,842	2,259,536
Total Operating Expense	15,445,890	15,641,500

School District No. 51 (Boundary)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2015

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	4,531,444	117,091	16,488	70,395		384,556	5,119,974
1.03 Career Programs	46,905						46,905
1.07 Library Services	88,484			20,947			109,431
1.08 Counselling	111,675						111,675
1.10 Special Education	542,082	126,748	843,579	135,528		55,000	1,702,937
1.31 Aboriginal Education	167,965		74,232				242,197
1.41 School Administration		722,957		319,316		6,000	1,048,273
1.64 Other							-
Total Function 1	5,488,555	966,796	934,299	546,186	-	445,556	8,381,392
4 District Administration							
4.11 Educational Administration		34,488		52,242	132,588		219,318
4.40 School District Governance					76,727		76,727
4.41 Business Administration				127,984	96,401	4,500	228,885
Total Function 4	-	34,488	-	180,226	305,716	4,500	524,930
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				20,454	46,590		67,044
5.50 Maintenance Operations				911,835	83,120	27,000	1,021,955
5.52 Maintenance of Grounds				70,418		3,500	73,918
5.56 Utilities							-
Total Function 5	-	-	-	1,002,707	129,710	30,500	1,162,917
7 Transportation and Housing							
7.41 Transportation and Housing Administration				13,061	46,590		59,651
7.70 Student Transportation				288,806		9,500	298,306
Total Function 7	-	-	-	301,867	46,590	9,500	357,957
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	5,488,555	1,001,284	934,299	2,030,986	482,016	490,056	10,427,196

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February 02, 2015 10:57

Agenda

School District No. 51 (Boundary)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2015

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2015 Amended Annual Budget	2015 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	5,119,974	1,262,778	6,382,752	834,900	7,217,652	7,609,927
1.03 Career Programs	46,905	10,563	57,468		57,468	54,509
1.07 Library Services	109,431	30,658	140,089	24,440	164,529	165,039
1.08 Counselling	111,675	27,976	139,651	1,000	140,651	137,709
1.10 Special Education	1,702,937	431,932	2,134,869	105,911	2,240,780	2,106,627
1.31 Aboriginal Education	242,197	65,021	307,218	105,520	412,738	383,960
1.41 School Administration	1,048,273	257,982	1,306,255	89,094	1,395,349	1,374,391
1.64 Other	-	-	-	14,400	14,400	14,400
Total Function 1	8,381,392	2,086,910	10,468,302	1,175,265	11,643,567	11,846,562
4 District Administration						
4.11 Educational Administration	219,318	48,523	267,841	26,850	294,691	292,034
4.40 School District Governance	76,727	2,992	79,719	83,140	162,859	161,227
4.41 Business Administration	228,885	51,256	280,141	150,415	430,556	433,218
Total Function 4	524,930	102,771	627,701	260,405	888,106	886,479
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	67,044	15,177	82,221	38,310	120,531	121,881
5.50 Maintenance Operations	1,021,955	250,641	1,272,596	293,872	1,566,468	1,562,624
5.52 Maintenance of Grounds	73,918	19,794	93,712	23,900	117,612	115,849
5.56 Utilities	-	-	-	487,560	487,560	484,000
Total Function 5	1,162,917	285,612	1,448,529	843,642	2,292,171	2,284,354
7 Transportation and Housing						
7.41 Transportation and Housing Administration	59,651	13,133	72,784	3,200	75,984	77,619
7.70 Student Transportation	298,306	68,426	366,732	179,330	546,062	546,486
Total Function 7	357,957	81,559	439,516	182,530	622,046	624,105
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	10,427,196	2,556,852	12,984,048	2,461,842	15,445,890	15,641,500

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Agenda

School District No. 51 (Boundary)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2015

	2015 Amended Annual Budget	2015 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	727,597	651,106
Other	86,020	
Other Revenue	122,000	200,000
Total Revenue	935,617	851,106
Expenses		
Instruction	812,003	772,009
Operations and Maintenance	51,614	79,097
Total Expense	863,617	851,106
Net Revenue (Expense)	72,000	-
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(72,000)	
Total Net Transfers	(72,000)	-
Budgeted Surplus (Deficit), for the year	-	-

School District No. 51 (Boundary)

Schedule 3A

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2015

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Health Coordinator
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	616	1,214	7,625	261,098			22,782		11,020
Add: Restricted Grants									
Provincial Grants - Ministry of Education	122,998	303,639		125,000	128,000	19,600	9,855	133,530	
Provincial Grants - Other									30,000
	122,998	303,639	-	125,000	128,000	19,600	9,855	133,530	30,000
Less: Allocated to Revenue	123,614	304,853	2,000	122,000	128,000	19,600	16,000	133,530	41,020
Deferred Revenue, end of year	-	-	5,625	264,098	-	-	16,637	-	-
Revenues									
Provincial Grants - Ministry of Education	123,614	304,853	2,000		128,000	19,600	16,000	133,530	
Provincial Grants - Other									41,020
Other Revenue				122,000					
	123,614	304,853	2,000	122,000	128,000	19,600	16,000	133,530	41,020
Expenses									
Salaries									
Teachers		202,151							
Educational Assistants		44,572						77,647	
Support Staff									31,615
Substitutes							7,000		
	-	246,723	-	-	-	-	7,000	77,647	31,615
Employee Benefits		58,130						18,098	6,955
Services and Supplies	51,614		2,000	122,000	128,000	19,600	9,000	37,785	2,450
	51,614	304,853	2,000	122,000	128,000	19,600	16,000	133,530	41,020
Net Revenue (Expense) before Interfund Transfers	72,000	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(72,000)								
	(72,000)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

Agenda

School District No. 51 (Boundary)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2015

Schedule 3A

	Dash BC	TOTAL
	\$	\$
Deferred Revenue, beginning of year		304,355
Add: Restricted Grants		
Provincial Grants - Ministry of Education		842,622
Provincial Grants - Other	45,000	75,000
	45,000	917,622
Less: Allocated to Revenue	45,000	935,617
Deferred Revenue, end of year	-	286,360
Revenues		
Provincial Grants - Ministry of Education		727,597
Provincial Grants - Other	45,000	86,020
Other Revenue		122,000
	45,000	935,617
Expenses		
Salaries		
Teachers		202,151
Educational Assistants		122,219
Support Staff		31,615
Substitutes		7,000
	-	362,985
Employee Benefits		83,183
Services and Supplies	45,000	417,449
	45,000	863,617
Net Revenue (Expense) before Interfund Transfers	-	72,000
Interfund Transfers		
Tangible Capital Assets Purchased		(72,000)
	-	(72,000)
Net Revenue (Expense)	-	-

School District No. 51 (Boundary)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2015

	2015 Amended Annual Budget			2015 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Investment Income		10,000	10,000	10,000
Amortization of Deferred Capital Revenue	760,833		760,833	731,561
Total Revenue	760,833	10,000	770,833	741,561
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,274,723		1,274,723	1,256,232
Interest Payment				
Capital Lease		1,716	1,716	1,716
Total Expense	1,274,723	1,716	1,276,439	1,257,948
Net Revenue (Expense)	(513,890)	8,284	(505,606)	(516,387)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	102,000		102,000	25,000
Local Capital		125,000	125,000	125,000
Capital Lease Payment		33,000	33,000	33,000
Total Net Transfers	102,000	158,000	260,000	183,000
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	260,000	(260,000)	-	
Principal Payment				
Capital Lease	31,283	(31,283)	-	
Total Other Adjustments to Fund Balances	291,283	(291,283)	-	
Budgeted Surplus (Deficit), for the year	(120,607)	(124,999)	(245,606)	(333,387)

9.1 2015/2016 BCSTA DRAFT BUDGET

SUBMITTED BY: *Board of Directors*

BE IT RESOLVED:

That Provincial Council receive the 2015/2016 BCSTA Draft Budget and provide any additional input to the Finance Committee prior to adoption of the final budget by the April 2015 Provincial Council.

RATIONALE:

At the October 2014 Provincial Council, the Finance Committee discussed several factors expected to impact BCSTA's 2015/2016 operating budget and requested input for development of the budget draft. Based on revenue and cost projections, the Finance Committee has prepared a 2015/2016 BCSTA Draft Budget for receipt by the February 2015 Provincial Council.

For 2015/2016, the Finance Committee focused on developing a balanced budget draft that maintains BCSTA's current services to member Boards and, in spite of the loss of revenue resulting from member Board withdrawal and declining enrollment, does not increase member fees.

In large part, this has been made possible by staffing changes implemented in 2014/2015:

- The Director of Communications position was eliminated
- The Director of Information and Education Technology position was replaced with the part-time position of Manager, Information Technology

As a result, BCSTA's staff complement has been reduced from 12 to 10.8 FTEs.

Additional cost savings were achieved, as follows:

- Lease costs are less than projected for the first three years of BCSTA's five-year lease term, starting September 1, 2014
- With some of BCSTA's computer equipment to be fully depreciated in 2014/2015 and other capital assets to be fully depreciated in 2015/2016, a reduction of the *Depreciation* budget line is projected for 2015/2016
- Audit costs for the new five-year term, commencing with the fiscal year ended June 30, 2014 are slightly lower than the previous five-year term
- \$30,000 in government grant funds will be used to support the Fall 2015 Academy and AGM 2016
- Use of an external photographer at BCSTA events has been limited to photos of the newly-elected Board of Directors

9.1

2015/2016 BCSTA DRAFT BUDGET

- A Spring Academy will not be held, consistent with years following a Municipal Election

While the majority of the changes to budget lines have resulted in decreases, there are three recommended increases, which have been accommodated as follows:

- Increases to the *Board of Director* and *Provincial Council* budget lines have been offset by a projected increase in interest and AGM revenues
- The recommended \$20,000 increase to the *Legal Counsel* budget line has been offset by:
 1. A \$15,000 reduction in the *Communications/Publications* budget line, reflective of the reduction in this department's scope of work with the elimination of the Director of Communications position; and
 2. A \$5,000 reduction in the contractor/event support budget line, which has been reduced from \$25,000 to \$20,000.

The Finance Committee, Board of Directors, and staff remain committed to the prudent fiscal management of member dollars and continue to look for ways to employ efficiencies and cost-saving measures while maintaining the Association's ability to provide the highest possible level of service to member Boards.

As the Finance Committee is recommending that member fees not be increased in 2015/2016, all changes to member fees, as shown in Appendix I, are solely the result of changes in FTE student enrollments.

The 2015/2016 BCSTA Draft Budget has been submitted to the February 2015 Provincial Council for receipt only and Councillors are encouraged to provide the Finance Committee with additional feedback prior to March 16, 2015. BCSTA's 2015/2016 Draft Budget will be adopted by the April 2015 Provincial Council.

ATTACHMENTS:

[Draft 2015-2016 BCSTA Budget](#)

[Appendix | Draft 2015-2016 BCSTA Budget](#)

10.1 INCREASE IN FUNDING FOR EDUCATIONAL PROGRAMS

SUBMITTED BY: *SD68 (Nanaimo-Ladysmith)*

BE IT RESOLVED:

That BCSTA request: (a) that each Board of Education develop a rationale for an immediate increase in funding for support for educational programs in their school districts; (b) that Boards ask to meet with their local MLAs prior to the end of February 2015; and, (c) that each Board and/or Branch Association present their requests for increased funding to their local MLAs during these meetings.

RATIONALE:

In 2014, BCSTA submitted to the Ministry of Education a *Core Review Submission* which said, in part, "...Boards express concern that ongoing reductions in support services, school and district-based leadership, and infrastructure will have long-term negative impacts on student achievement and the health of the public education system overall."

The need for increased education funding was most recently acknowledged in the *Report on the Budget 2015 Consultations* by the Select Standing Committee on Finance and Government Services.

This is an emergent issue in that government action in providing emergency funding for school districts must be provided prior to the completion of the provincial government and Board of Education annual budget cycles in the Spring of 2015. This cannot be delayed until AGM which will be held after most budgets will have been completed by Boards.

REFERENCES:

- **BCSTA Core Review Submission**
- ***Report on the Budget 2015 Consultations. Select Standing Committee on Finance and Government Services***

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.

Relates to Foundational Statement 8.1FS Government Support for Education.

SCHOOL DISTRICT NO. 51 (BOUNDARY)

P O L I C Y

SECTION	TITLE	NO. 5000
STUDENTS	<u>District Code of Conduct for Students</u>	

DATE ADOPTED: October 14, 2008

DATE AMENDED: December 8, 2009

The Board of Education believes that the conduct of students should at all times contribute to a safe and positive learning environment. Each student is expected to respect the rights and property of others, and to adhere to Board and school regulations and rules.

Consequences for misbehaviour must be applied in a reasonable, firm and judicious manner and shall not include corporal punishment. These consequences should be designed to teach students to be responsible citizens in the school community and to promote personal and social development. Consequences could lead to suspension in accordance with Policy No. 5001.

The purpose of this code of conduct is to:

- direct the student toward responsible behaviour;
- maintain an orderly, positive school community conducive to learning; and
- protect persons and property.

Scope of This Code of Conduct

This policy applies to all students participating in any activity that is organized, sponsored or coordinated by School District 51

R E G U L A T I O N S

1. DISTRICT CODE OF CONDUCT

Expectations within the District Code of Conduct include but are not limited to the following:

1.1 Alcohol and illegal drugs

No student shall possess, use, or be under the influence of any illegal drug, alcohol, or intoxicating substance. Nor may any student be in possession of any paraphernalia related to the use of drugs or chemical substances.

1.2 Weapons

No student shall be in possession of any weapon for any purpose (except as approved by the school Principal). A weapon will be defined as anything used, designed to be used, or intended for the use of causing injury or for the use of threatening or intending any person.

2. SCHOOL CODES OF CONDUCT

Students shall comply with the School Code of Conduct authorized by the Principal and with the code of conduct and other rules and policies of the Board.

Schools must complete an annual review of their code of conduct by September 30th of each year with groups that are representative of:

- a) employees
- b) parents
- c) students

to assess the effectiveness of the codes of conduct in addressing current school safety issues.

2.1 School Code of Conduct Development

The School Principal is responsible for formulation and operation of the School Code of Conduct with the co-operation of staff. The School Principal shall submit a copy of the School Code of Conduct to the District Office pursuant to any changes being made.

The School Principal shall take reasonable steps to establish a process to inform students and their parents or guardians of the School Code of Conduct.

The staff is expected to take all reasonable measures to control and/or eliminate behaviour by any student that is detrimental to student welfare or the learning atmosphere at the School.

2.2 Classroom Expectation Development

The teacher is expected to establish and maintain an atmosphere conducive to learning within the classroom. Disciplinary measures must at all times be:

- in concert with the District Code of Conduct and the School Code of Conduct
- reasonable, bearing in mind the nature of the breach of conduct, and the age or cognitive capacity of the student;
- capable of being enforced; and
- administered impartially and consistently.

2.3 Bullying, Intimidation, Harassment

No student shall bully, or attempt to intimidate, harass, threaten, defame, or ridicule any person in a manner, including but not limited to, physical conduct, verbal, written or visual communication, including electronic communication. Retaliation by a person against a student who had made a complaint of a breach of a code of conduct will be viewed as bullying, intimidation and harassment and treated as such.

2.4 Offences to Property

No student shall damage, destroy, deface or vandalize the property of others or of the Board. Further, no student shall take, temporarily or otherwise, property not belonging to him or her without the consent of the person to whom the property belongs.

2.5 Tobacco Use

In accordance with Legislation, no student shall use tobacco products on school property or during any activity organized or sponsored by the School or the Board regardless of time or place.

2.6 Malicious Behavior

No student shall partake in activities with the intent to bring harm to themselves, others or any school site.

3. **CONSEQUENCES**

Breaches of the Codes of Conduct could result in suspension or expulsion. Please refer to Policy No. 5001 - Suspension

To Board for Approval to Circulate Feb 10 2015