



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

February 14, 2017 at 6:00 p.m.

School Board Office

Agenda

Call to Order

Opening Acknowledgement

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

Presentations/Delegations

10 Minute Comment Period

Adoption of Agenda

Adoption of Minutes

January 10, 2017 – Regular Meeting Minutes

Report on In-Camera Meeting from January 10, 2017

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

Correspondence

Competition/Recognition Fund Request

Business Items

1. Superintendent’s Report

- Report for January 2017 (Attachment)

2. Secretary-Treasurer’s Report

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

3. Amended Financial Framework for Student Success (Attachment)

MOTION: “That the Board unanimously agrees to give the Amended Annual Budget Bylaw all three readings at this meeting of February 14, 2017.”

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 2016/2017 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 2016/2017.
3. The attached Statement 2 showing the estimated revenue and expense for the 2016/2017 fiscal year and the total budget bylaw amount of \$18,904,415 for the 2016/2017 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 2016/2017.

MOTION: "That the Board of Education of School District No. 51 (Boundary) approve the Amended Annual Budget Bylaw for 2016/2017 fiscal year, as read a first, second and third time, passed and adopted the 14th day of February 2017."

4. Director of Learning Report

- Report for January 2017 (Attachment)
- School Calendar Data Analysis

5. Framework for Enhancing Student Learning

- Consultation Plans

6. Talking Break – Consultation Questions

- a) How can the Board support effective teacher and staff professional learning to positively impact the learning of every student?
- b) What should the District focus its financial decisions on to support learning?
- c) What should the District be focusing on for our students development in terms of: intellectual, human and social, and career?

7. BCSTA Provincial Council Motions & Proposed Budget

8. Committee Reports

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

MOTION: "That the Board approve for circulation policy: Safety of Students and Staff – Maintenance of Order – School Act Section 177."

9. Trustee Reports

Rec Commission
BISM
BCSTA Kootenay Boundary Branch
District Literacy

BCPSEA/BCSTA Rep Council – BCPSEA AGM
BCSTA Provincial Council
Okanagan Labour Relations Council
PAC Highlights

10. Around the Boundary

Trustee Activities and Upcoming Events

BCSTA Provincial Council – February 17 & 18, 2017

BCSTA AGM -- April 20-23, 2017

Future Agenda Items

Next Board Meeting: March 14, 2017
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 10, 2017 at the Boundary Learning Centre

The Chairperson called the meeting to order at 6:02 p.m.

Present:	Mrs. T. Rezansoff	Chairperson (via phone)
	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

Acknowledgement of the Aboriginal peoples and ancestors.

Presentations/Delegations

A delegation presented to the Board asking that the Board consider allowing yoga classes for seniors to happen during school hours at Boundary Central Secondary School.

Adoption of Agenda

MOVED Reid
2ND Danyluk

[“That the Agenda for January 10, 2017 be adopted as presented.”](#)

CARRIED

Adoption of Minutes

MOVED Reid
2ND Zitko

[“That the December 13, 2016 Regular Board Meeting minutes be adopted as circulated.”](#)

CARRIED

Report on In-Camera Meeting from December 13, 2016

The Board discussed personnel issues, properties/facilities, business items as well as the Superintendent’s Growth Plan, the Supreme Court of Canada Decision and the enrolment audit.

Correspondence

Nil

Business Items

1. Superintendent’s Report

The Superintendent reported on school visitations, in particular the concerts and classroom visits to each school. The Board also approved the Equador field trip.

MOVED Strukoff
2ND Reid

“That the Board approve the Equador field trip as presented.”

CARRIED

2. Secretary-Treasurer’s Report

The Secretary-Treasurer presented the Operations/Transportation report for December 2016 and reported on the enrolment numbers and expenditures to date.

3. Director of Learning

The Director of Learning reported on December school visitations, highlighting the performances attended.

4. Report on Financial Framework

Final funding for supporting student success was presented by Secretary-Treasurer Hanlon.

5. Framework for Enhancing Student Learning

The Superintendent presented the timelines for the planning process.

6. BCPSEA AGM – Resolutions & Budget

The BCPSEA resolutions and budget were discussed. Direction was given to Trustees Reid and Zitko.

7. Talking Break

There was discussion on how to strengthen public input to the Board during the consultation process.

8. Committee Reports

Policy Committee put forth the following policies:

MOVED Strukoff
2ND Reid

“That the Board approve for circulation the policy: Video Surveillance – School Buses”

CARRIED

MOVED Strukoff
2ND Danyluk

“That the Board approve the changes to the field trip regulations with regards to documentation required for out of country travel.”

CARRIED

9. Trustee Reports

Trustee Zitko and Director of Learning Lacey reported on the BISM meeting. Trustees Zitko, Jepsen and Reid reported on school events attended during the month of December.

10. Around the Boundary

Around the Boundary for December was presented.

Meeting adjourned at 7:59 p.m.

Chairperson

Secretary-Treasurer

2090 Perkins Road
Grand Forks, BC
VOH 1H1



February 6, 2017

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

Dear Mr. Argue,

Subject: Competition/Recognition Fund

GFSS will once again be represented at the BC Secondary School Curling Championships. The boys' team successfully won the berth for the Kootenays this past weekend, defeating Prince Charles Secondary School from Creston in two decisive games.

The team is made up of: Devin Anderson, Elliott Starchuk, Dawson Reid and Anthony Schembri. All are dedicated students and curlers who are looking forward to proudly representing GFSS and defending the provincial title.

This year the competition is taking place in Smithers from March 2nd to the 4th, 2017.

We are hereby applying for funding through the Competition/Recognition Fund. We applied for this same funding last year but did not receive any reply.

Your consideration of our application is greatly appreciated.

Yours truly,

A handwritten signature in black ink, appearing to read "L. Starchuk".

Mrs. Leigh Starchuk for
Team Anderson
250-442-5679



School Visitations

- **Perley Elementary School**
 - I was able to visit classrooms and meet with the Principal
- **Grand Forks Secondary School**
 - I visited some classrooms in the school
- **Midway Elementary**
 - Visited classrooms in the school
- **Boundary Central Secondary School**
 - I met with the Principal of BCSS

District Planning

- All schools have submitted their Spirals of Inquiry Growth Plans to the Board of Education after strengthening conversations with Judy Halbert and Linda Kaser

- The SD51 Framework for Enhancing Student Learning District Plan has been posted on the District website and sent into the Ministry of Education

- All School Learning Plans have been shared with Students, Staff and the Community

- District Plans have been shared with the Community and Ministry of Education

- SD51 Learns
 - ***Inquiry and Explorations – Co-learning Cohort!***
 - Leyton Schnellart / Mike Phelan – 15 Staff members
 - ***Building Inclusive Classrooms – Shelley Moore***
 - 16 staff members
 - ***Numeracy Teaching and Learning – Carole Fullerton***
 - All Primary and All Intermediate teachers
 - ***PVP/SBO Staff Professional Learning – Helen Timperley***
 - All Principals and Vice Principals, Director of Learning, Superintendent and Secretary Treasurer
 - ***School Staff Growth Plan Professional Learning***
 - All Schools

Meetings out of the District

Meetings in District

- SCC and Audit planning meeting - Jan. 9th
- SCC Interim Measures meeting with Debra Klockenbrink – Jan. 10th
- SD51 Board meeting - Jan 10th
- Meeting with Health Promoting Schools Coordinator – Jan. 12th
- SCC Interim measures meeting with the BDTA - Jan. 12th
- PVP and SBO staff meeting - Jan. 13th
 - Helen Timperley Book Review conversations
- Trustee/PVP/ SBO staff budget meeting #1 - Jan. 17th
- GFSS Trades Audit prep meeting – Jan. 18th
- SCC Interim Measures SBO /BDTA decisions meeting - Jan. 19th
- SD51 Managers meeting – Educ/Finance/Tech/Maintenance – Jan. 23rd
- District Audit prep meeting with PVP and Clerical staff- Jan. 24th
- Policy Committee meeting - Jan. 24th
- Monthly Regional Superintendent call - Jan. 25th
- Winter Survival Day – Jan. 26th
- OLRC conference call - Jan. 27th
- 2017/18 Initial Staffing meeting – Jan. 27th
- Ministry Conference call regarding Copyright - Jan. 31st





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

February Enrolment Count

The cut-off date for the second student enrolment count will be February 10th, 2017. Since we are out of funding protection, we will receive funding on this second count for the changes to our Special Education numbers. We will receive half a year's funding. We will not get funding for increases to our student enrolment.

On February 14th I am required to send in our enrolment projections for the next three years.

Finances

During the month of January, the Trustees and District Leadership team met to go over the current year's budget as well as to start planning for 2017/2018. Principals discussed the effects of the 2016/2017 investments, and began working on the preliminary class configurations and staffing allocations based on rollover figures. We are expecting timetables to be complete by spring break. We are projecting a slight decrease to our enrolment, and still projecting to be out of funding protection. The funding formula is under review so we are only looking at 2017/2018.

I also worked on the amended budget, which I will present at the February meeting.

Annual Facilities Grant

Dean Higashi, Operations Manager, and myself met with maintenance staff to get their input into upgrades to our facilities. They spend countless hours in all our schools and have invaluable insight into what needs to be undertaken. We have many projects on the books and are waiting for further information and pricing on some of the projects.

We have completed the flooring in the weight room, the multi purpose room and the office at Grand Forks Secondary School. GFSS is also changing the multi purpose room into a bistro. The catering class will use this during the 2nd semester.

Smart Tool

Smarttool is a data entry tool that we use to monitor our carbon use. Charlene Wiebe puts our utility and fuel usage into this program which calculates the amount of our carbon rebate as well as our carbon offsets. All data for 2016 will be loaded and accounted for by the end of April 2017.

School District No. 51 (Boundary)
Enrolment
as of January 31, 2017
Head Count

	January 31, 2017	December 31, 2016	Increase (Decrease)	September 30, 2016
Secondary				
BCSS	126	130	(4.0000)	125
GFSS	345	351	(6.0000)	356
Elementary				
BES	13	13	-	13
Big White	48	43	5.0000	41
CLES	79	78	1.0000	76
GWD	33	33	-	33
Hutton	272	266	6.0000	264
MES	37	38	(1.0000)	39
Perley	228	232	(4.0000)	226
WBES	88	90	(2.0000)	87
Alternate School				
Walker	35	34	1.0000	33
Total	1304.0000	1308.0000	-4.0000	1293.0000

Expenditure Report

Object Title	January	YTD	ENCUMBERED	BUDGET	Remaining	%
10 Principal & Vice Principal Sal	94,238.89	636,088.09		1,107,135	471,047	43
11 Teacher Salaries	591,358.79	2,949,817.69		5,950,311	3,000,493	50
12 Non-Teachers Salaries	143,380.25	1,452,604.87		3,175,899	1,723,294	54
13 Management Salaries	36,177.76	246,648.34		435,703	189,055	43
14 Substitute Salaries	7,625.13	167,411.27		482,196	314,785	65
19 Trustees Indemnity	6,567.89	45,975.23		78,817	32,842	42
21 Statutory Benefits	64,307.60	240,137.31		610,068	369,931	61
22 Pension Plans	103,463.99	642,656.59		1,294,028	651,371	50
23 Medical And Life Benefits	60,926.21	366,836.57		647,456	280,619	43
31 Services	30,491.33	205,866.83	3,221.74	602,083	392,994	65
33 Student Transportation	5,785.71	59,010.47		110,733	51,723	47
34 Training & Travel	6,429.00	145,671.83		230,373	84,701	37
36 Rentals & Leases	2,794.00	19,558.00		33,528	13,970	42
37 Dues And Fees		53,935.78		66,190	12,254	19
39 Insurance	20,989.00	50,143.60		66,200	16,056	24
51 Supplies	46,467.70	382,819.39	3,686.36	1,071,308	684,802	58
54 Electricity	49,140.63	162,510.88		310,300	147,789	48
55 Heat	23,833.25	49,549.74		120,010	70,460	59
56 Water And Sewage	1,944.03	6,038.76		22,400	16,361	73
57 Garbage And Recycling	1,113.20	6,955.70		14,850	7,894	53
Totals	\$ 1,297,034.36	\$ 7,890,236.94	\$ 6,908.10	\$ 16,429,588.00	\$ 8,532,441.00	52



Briefing Note

Topic: Amended Budget 2016/2017

The amended budget bylaw passed in February reflects more of the actual cost.

The budget bylaw includes the following expenses.

Operating Expenses	\$16,221,588
Capital Assets Purchased- Operating	50,000
Special Purpose Funds	1,002,302
Local Capital Purchases	370,000
Amortization of Capital Assets + Capital Lease Interest	1,260,525
Total Bylaw	\$18,904,415

Operating Expenses Include

Function 1- Instruction	\$12,310,842
Function 4- District Administration	\$ 856,622
Function 5 – Operations & Maintenance	\$ 2,352,841
Function 7 - Transportation	\$ 701,283
Total Operating Expenses	\$16,221,588

Special Purpose Funds (SPF) Expenses Include

Annual Facilities Grant (Operating portion Only)	\$ 123,616
Learning Improvement Fund	\$ 311,312
School Generated Funds	\$ 150,000
Strong Start	\$ 128,000
Special Education Equipment	\$ 1,000
Ready Set Learn	\$ 19,600
OLEP (French Funds)	\$ 15,000
Community Link	\$ 135,947
Service Delivery Transformation	\$ 10,000
Dash BC (Afterschool Activities)	\$ 50,000
Health Coordinator	\$ 39,827
Coding and Curriculum Implementation	\$ 18,000
Total Budgeted Expenses SPF	\$1,002,302

Local Capital

The Local capital expenses for 2016/2017 consist of:

Maintenance Trailer	\$ 15,000
Elementary Teacher Laptops	\$ 100,000
Perley/WBES/Hutton/MES Computers	\$ 180,000
Photo Copiers CLES MES WBES	\$ 25,000
Servers	\$ 30,000
Community Network	\$ 20,000
Total Local Capital	\$ 370,000

These items are for this fiscal year.

Capital Lease & Amortization

The PSAB rules require Districts include the Amortization of Capital Assets in their Bylaw as well as the interest on our Capital Lease for the Walker Development Building.

Interest for Capital Lease	\$ 1,394
Amortization of Capital Assets	\$ 1,259,131
Total	\$ 1,260,525

Amended Annual Budget

School District No. 51 (Boundary)

June 30, 2017

School District No. 51 (Boundary)

June 30, 2017

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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 2016/2017 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 2016/2017.
3. The attached Statement 2 showing the estimated revenue and expense for the 2016/2017 fiscal year and the total budget bylaw amount of \$18,904,415 for the 2016/2017 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 2016/2017.

READ A FIRST TIME THE 14th DAY OF FEBRUARY, 2017;

READ A SECOND TIME THE 14th DAY OF FEBRUARY, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE 14th DAY OF FEBRUARY, 2017;

(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 2016/2017, adopted by the Board the 14th DAY OF FEBRUARY, 2017.

Secretary Treasurer

School District No. 51 (Boundary)

Statement 2

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	1,285,750	1,248,000
Adult	1,000	0.250
Total Ministry Operating Grant Funded FTE's	1,286,750	1,248,250
Revenues	\$	\$
Provincial Grants		
Ministry of Education	16,791,767	16,018,294
Other	149,690	112,774
Tuition	24,000	
Other Revenue	173,200	200,000
Rentals and Leases	53,233	59,333
Investment Income	50,000	50,000
Amortization of Deferred Capital Revenue	734,461	731,827
Total Revenue	17,976,351	17,172,228
Expenses		
Instruction	13,189,528	12,594,902
District Administration	856,622	842,542
Operations and Maintenance	3,735,588	3,675,697
Transportation and Housing	701,283	614,296
Debt Services	1,394	1,394
Total Expense	18,484,415	17,728,831
Net Revenue (Expense)	(508,064)	(556,603)
Budgeted Allocation (Retirement) of Surplus (Deficit)	200,000	250,000
Budgeted Surplus (Deficit), for the year	(308,064)	(306,603)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(308,064)	(306,603)
Budgeted Surplus (Deficit), for the year	(308,064)	(306,603)

School District No. 51 (Boundary)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	16,221,588	15,526,689
Operating - Tangible Capital Assets Purchased	50,000	50,000
Special Purpose Funds - Total Expense	1,002,302	945,712
Capital Fund - Total Expense	1,260,525	1,256,430
Capital Fund - Tangible Capital Assets Purchased from Local Capital	370,000	
Total Budget Bylaw Amount	18,904,415	17,778,831

Approved by the Board

DRAFT

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)

Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(508,064)</u>	<u>(556,603)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(50,000)	(50,000)
From Local Capital	<u>(370,000)</u>	
Total Acquisition of Tangible Capital Assets	<u>(420,000)</u>	<u>(50,000)</u>
Amortization of Tangible Capital Assets	<u>1,259,131</u>	<u>1,255,036</u>
Total Effect of change in Tangible Capital Assets	<u>839,131</u>	<u>1,205,036</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>331,067</u></u>	<u><u>648,433</u></u>

School District No. 51 (Boundary)

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

	Operating Fund	Special Purpose Fund	Capital Fund	2017 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	1,478,598		8,519,927	9,998,525
Changes for the year				
Net Revenue (Expense) for the year	8,000		(516,064)	(508,064)
Interfund Transfers				
Tangible Capital Assets Purchased	(50,000)		50,000	-
Local Capital	(125,000)		125,000	-
Other	(33,000)		33,000	-
Net Changes for the year	(200,000)	-	(308,064)	(508,064)
Budgeted Accumulated Surplus (Deficit), end of year	1,278,598	-	8,211,863	9,490,461

School District No. 51 (Boundary)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	16,029,292	15,272,582
Other	59,863	112,774
Tuition	24,000	
Other Revenue	23,200	
Rentals and Leases	53,233	59,333
Investment Income	40,000	40,000
Total Revenue	16,229,588	15,484,689
Expenses		
Instruction	12,310,842	11,772,188
District Administration	856,622	842,542
Operations and Maintenance	2,352,841	2,297,663
Transportation and Housing	701,283	614,296
Total Expense	16,221,588	15,526,689
Net Revenue (Expense)	8,000	(42,000)
Budgeted Prior Year Surplus Appropriation	200,000	250,000
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(50,000)	(50,000)
Local Capital	(125,000)	(125,000)
Other	(33,000)	(33,000)
Total Net Transfers	(208,000)	(208,000)
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, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	15,613,717	15,147,337
Other Ministry of Education Grants		
Pay Equity	105,245	105,245
Transportation Supplemental	153,588	
Return of Administrative Savings	77,888	
PLN Revenue - Community Network	53,904	
Carbon Tax Rebate	24,950	20,000
Total Provincial Grants - Ministry of Education	16,029,292	15,272,582
Provincial Grants - Other	59,863	112,774
Tuition		
International and Out of Province Students	24,000	
Total Tuition	24,000	-
Other Revenues		
Miscellaneous		
ArtStarts	6,200	
Fortis Rebate	17,000	
Total Other Revenue	23,200	-
Rentals and Leases	53,233	59,333
Investment Income	40,000	40,000
Total Operating Revenue	16,229,588	15,484,689

School District No. 51 (Boundary)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Source
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Salaries		
Teachers	5,950,311	5,905,294
Principals and Vice Principals	1,107,135	1,039,356
Educational Assistants	1,121,350	967,171
Support Staff	2,054,549	2,059,071
Other Professionals	514,520	507,208
Substitutes	482,196	415,936
Total Salaries	11,230,061	10,894,036
Employee Benefits	2,551,552	2,539,009
Total Salaries and Benefits	13,781,613	13,433,045
Services and Supplies		
Services	602,083	507,195
Student Transportation	110,733	80,990
Professional Development and Travel	230,373	239,223
Rentals and Leases		-
Dues and Fees	66,190	66,190
Insurance	66,200	66,200
Supplies	896,836	666,286
Utilities	467,560	467,560
Total Services and Supplies	2,439,975	2,093,644
Total Operating Expense	16,221,588	15,526,689

School District No. 51 (Boundary)

Amended Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2017

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	4,984,975	115,574		66,415		377,146	5,544,110
1.03 Career Programs	45,860						45,860
1.07 Library Services	72,631			21,354			93,985
1.08 Counselling	78,063						78,063
1.10 Special Education	623,787	140,305	998,409	136,619		53,611	1,952,731
1.31 Aboriginal Education	144,995		122,941				267,936
1.41 School Administration		813,337		322,952		6,074	1,142,363
1.64 Other							-
Total Function 1	5,950,311	1,069,216	1,121,350	547,340	-	436,831	9,125,048
4 District Administration							
4.11 Educational Administration		37,919		47,120	145,861		230,900
4.40 School District Governance					78,817		78,817
4.41 Business Administration				123,920	103,914		227,834
Total Function 4	-	37,919	-	171,040	328,592	-	537,551
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				20,025	51,337		71,362
5.50 Maintenance Operations				916,804	83,254	32,270	1,032,328
5.52 Maintenance of Grounds				63,813		3,500	67,313
5.56 Utilities							-
Total Function 5	-	-	-	1,000,642	134,591	35,770	1,171,003
7 Transportation and Housing							
7.41 Transportation and Housing Administration				16,809	51,337		68,146
7.70 Student Transportation				318,718		9,595	328,313
Total Function 7	-	-	-	335,527	51,337	9,595	396,459
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	5,950,311	1,107,135	1,121,350	2,054,549	514,520	482,196	11,230,061

School District No. 51 (Boundary)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2017

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	5,544,110	1,235,718	6,779,828	750,792	7,530,620	7,336,870
1.03 Career Programs	45,860	9,335	55,195	12,000	67,195	62,234
1.07 Library Services	93,985	23,992	117,977	24,298	142,275	142,902
1.08 Counselling	78,063	17,432	95,495	1,000	96,495	95,362
1.10 Special Education	1,952,731	473,163	2,425,894	103,728	2,529,622	2,332,822
1.31 Aboriginal Education	267,936	69,495	337,431	114,699	452,130	376,425
1.41 School Administration	1,142,363	262,719	1,405,082	79,023	1,484,105	1,417,173
1.64 Other	-	-	-	8,400	8,400	8,400
Total Function 1	9,125,048	2,091,854	11,216,902	1,093,940	12,310,842	11,772,188
4 District Administration						
4.11 Educational Administration	230,900	45,124	276,024	24,150	300,174	301,122
4.40 School District Governance	78,817	3,106	81,923	57,040	138,963	138,138
4.41 Business Administration	227,834	51,139	278,973	138,512	417,485	403,282
Total Function 4	537,551	99,369	636,920	219,702	856,622	842,542
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	71,362	15,919	87,281	38,310	125,591	124,728
5.50 Maintenance Operations	1,032,328	235,564	1,267,892	303,872	1,571,764	1,575,867
5.52 Maintenance of Grounds	67,313	18,722	86,035	23,900	109,935	109,508
5.56 Utilities	-	-	-	545,551	545,551	487,560
Total Function 5	1,171,003	270,205	1,441,208	911,633	2,352,841	2,297,663
7 Transportation and Housing						
7.41 Transportation and Housing Administration	68,146	13,803	81,949	3,200	85,149	79,885
7.70 Student Transportation	328,313	76,321	404,634	211,500	616,134	534,411
Total Function 7	396,459	90,124	486,583	214,700	701,283	614,296
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	11,230,061	2,551,552	13,781,613	2,439,975	16,221,588	15,526,689

School District No. 51 (Boundary)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2017

	<u>2017 Amended Annual Budget</u>	<u>2017 Annual Budget</u>
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	762,475	745,712
Other	89,827	
Other Revenue	150,000	200,000
Total Revenue	<u>1,002,302</u>	<u>945,712</u>
Expenses		
Instruction	878,686	822,714
Operations and Maintenance	123,616	122,998
Total Expense	<u>1,002,302</u>	<u>945,712</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 51 (Boundary)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2017

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Service Delivery Transformation	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	618		5,302	25,000	279,021			6,513	
Add: Restricted Grants									
Provincial Grants - Ministry of Education	122,998	311,312				128,000	19,600	9,855	135,947
Provincial Grants - Other									
Other					140,000				
	122,998	311,312	-	-	140,000	128,000	19,600	9,855	135,947
Less: Allocated to Revenue	123,616	311,312	1,000	10,000	150,000	128,000	19,600	15,000	135,947
Deferred Revenue, end of year	-	-	4,302	15,000	269,021	-	-	1,368	-
Revenues									
Provincial Grants - Ministry of Education	123,616	311,312	1,000	10,000		128,000	19,600	15,000	135,947
Provincial Grants - Other									
Other Revenue					150,000				
	123,616	311,312	1,000	10,000	150,000	128,000	19,600	15,000	135,947
Expenses									
Salaries									
Teachers		196,736							
Educational Assistants		48,733							74,574
Support Staff									
	-	245,469	-	-	-	-	-	-	74,574
Employee Benefits		65,843							23,579
Services and Supplies	123,616		1,000	10,000	150,000	128,000	19,600	15,000	37,794
	123,616	311,312	1,000	10,000	150,000	128,000	19,600	15,000	135,947
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 51 (Boundary)

Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2017

	Coding and Curriculum Implementation	Dash BC	Health Coordinator	TOTAL
	\$	\$	\$	\$
Deferred Revenue, beginning of year			9,827	326,281
Add: Restricted Grants				
Provincial Grants - Ministry of Education	34,689			762,401
Provincial Grants - Other		50,000	30,000	80,000
Other				140,000
	<u>34,689</u>	<u>50,000</u>	<u>30,000</u>	<u>982,401</u>
Less: Allocated to Revenue	18,000	50,000	39,827	1,002,302
Deferred Revenue, end of year	<u>16,689</u>	<u>-</u>	<u>-</u>	<u>306,380</u>
Revenues				
Provincial Grants - Ministry of Education	18,000			762,475
Provincial Grants - Other		50,000	39,827	89,827
Other Revenue				150,000
	<u>18,000</u>	<u>50,000</u>	<u>39,827</u>	<u>1,002,302</u>
Expenses				
Salaries				
Teachers				196,736
Educational Assistants				123,307
Support Staff			38,749	38,749
	<u>-</u>	<u>-</u>	<u>38,749</u>	<u>358,792</u>
Employee Benefits			1,078	90,500
Services and Supplies	18,000	50,000		553,010
	<u>18,000</u>	<u>50,000</u>	<u>39,827</u>	<u>1,002,302</u>
Net Revenue (Expense)	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

School District No. 51 (Boundary)

Amended Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget			2017 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Investment Income		10,000	10,000	10,000
Amortization of Deferred Capital Revenue	734,461		734,461	731,827
Total Revenue	734,461	10,000	744,461	741,827
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,259,131		1,259,131	1,255,036
Debt Services				
Capital Lease Interest		1,394	1,394	1,394
Total Expense	1,259,131	1,394	1,260,525	1,256,430
Net Revenue (Expense)	(524,670)	8,606	(516,064)	(514,603)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	50,000		50,000	50,000
Local Capital		125,000	125,000	125,000
Capital Lease Payment		33,000	33,000	33,000
Total Net Transfers	50,000	158,000	208,000	208,000
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	370,000	(370,000)	-	
Principal Payment				
Capital Lease	31,606	(31,606)	-	
Total Other Adjustments to Fund Balances	401,606	(401,606)	-	
Budgeted Surplus (Deficit), for the year	(73,064)	(235,000)	(308,064)	(306,603)



January 2017 Report

Director of Learning

Doug Lacey

Staff Learning and School Visits

- January 26th – Visited the Boundary Schools Winter Survival Day at the Pines Bible Camp

Provincial/Regional/Community Meetings

- January 9th – Chaired monthly meeting of the Boundary Integrated Services Model (BISM)
- January 10th – Participated in regular meeting of the Boundary Integrated Group (BIG)
- January 10th – Attended regular monthly meeting of the Board of Education
- January 11th – Participated in meeting of the Local Action Team for Child, Youth Mental Health and Substance Use Collaborative
- January 12th – Participated in meeting with the joint BDTA President, Superintendent, and Secretary-Treasurer regarding process for new teacher allocation in response to Supreme Court Decision
- January 13th – Participated in Principals/Vice Principals/Superintendent leadership meeting
- January 17th – Participated Early Years Intervention Convening meeting
- January 17th Participated Trustee/Principals/Vice Principals/Senior Staff budget planning meeting
- January 19th – Participated in BDTA/Senior Staff ad hoc committee for teacher allocation decisions in response to the Supreme Court Decision
- January 23rd – Participated in SD 51 Managers meeting
- January 24th – Participated in pre-audit meeting with lead-auditor, secondary school clerical, principals and senior staff
- January 25th – Chaired regular meeting of the Boundary Aboriginal Education Advisory Council
- January 30th – Participated in teacher interviews for new Perley and Hutton positions
- January 31st – Participated in the regular Boundary Early Years Advisory Council

Safety of Students and Staff – Maintenance of Order

SCHOOL ACT - SECTION 177

Policy

The Board of Education is responsible for ensuring the maintenance of order in schools, on school property, and at school district events. The safety of students, staff and others in the school community is paramount, and to that end, authorized individuals may make orders in accordance with the procedures set out below pursuant to section 177 of the *School Act* to prevent and address any disturbance, disruption or interruption of a school.

Background

Section 177 of the *School Act* addresses the preservation of order on school premises, including ordering a person to leave and calling in police help if necessary. Section 177 of the *School Act* is intended to prevent the disruption of schools and school functions, and to ensure the protection of students and staff. It provides authority to principals and other administrators or designated individuals to ensure the orderly operation of schools and school programs and to ensure the protection of students, staff and property. This section creates two offences: (1) it is an offence for a person to “disturb or interrupt the proceedings of a school or an official school function”; and (2) it creates an offence for failing to follow a direction of a principal, other school administrator or person authorized by the Board to direct a person to leave school property, and from returning without prior approval of the principal, administrator or other designated person. It also enables the principal or administrator to call for assistance from law enforcement if necessary.

The full text of section 177 of the *School Act* is provided below:

Maintenance of order

177 (1) A person must not disturb or interrupt the proceedings of a school or an official school function.

(2) A person who is directed to leave the land or premises of a school by a principal, vice principal, director of instruction or a person authorized by the board to make that direction

- (a) must immediately leave the land and premises, and
- (b) must not enter on the land and premises again except with prior approval from the principal, vice principal, director of instruction or a person who is authorized by the board to give that approval.

(3) A person who contravenes subsection (1) or (2) commits an offence.

(4) A principal, vice principal, or director of instruction of a school or a person authorized by the board may, in order to restore order on school premises, require adequate assistance from a peace officer.

Section 1 of the *School Act* defines “school” as follows:

“**school**” means

- (a) a body of students that is organized as a unit for educational purposes under the supervision of a principal, vice principal or director of instruction,
- (b) the teachers and other staff members associated with the unit, and
- (c) the facilities associated with the unit,

and includes a Provincial resource program and a distributed learning school operated by a board.

Orders under Section 177 may be used in a variety of circumstances, including preventing strangers who present a threat to the safe and efficient operation of a school from accessing school property, addressing circumstances involving disruptive, threatening or unruly parents, students, staff or volunteers or taking steps to address harassment (of parents, students or staff) within a school or the school community. Section 177 orders may be made whether the conduct that is disturbing or interrupting the operation of the school occurs on or off school property. Section 177 orders should not be made except in unusual circumstances without first attempting to remedy the problem with other approaches.

Regulations

1. The following individuals may issue orders pursuant to section 177 of the *School Act*:
 - a. Superintendent of Schools
 - b. Directors of Instruction;
 - c. Principals and Vice Principals; and
 - d. Law enforcement officials designated by the Superintendent (such as School Liaison Officers).
2. Orders under section 177 of the *School Act* may be issued when the actions of an individual:
 - a. pose a risk to the safety of students, staff or others in the school community;
 - b. present significant and/or ongoing disruption to the operation of a school, a school function, or an educational program.
3. Where practicable, before issuing an order pursuant to section 177:
 - a. the responsible school official should first attempt to resolve the situation without issuing such an order; and
 - b. should communicate to the Superintendent of Schools or designate the intention to issue an order pursuant to section 177.
4. For clarity, the responsible school official may issue a section 177 order without first completing the process outlined in subsections 3(a) and (b) if in the opinion of the responsible school official, it is not practicable to complete the process outlined in 3(a) and 3(b) in the circumstances.
5. Where a person refuses to leave school district property after being directed to do so pursuant to section 177, or where there is reason to believe an individual may pose a

threat to themselves, others, or to property, the responsible school official shall call for assistance from a peace officer.

6. The responsible school official shall confirm any order issued pursuant to section 177 of the *School Act* in writing. The notice shall include the following:
 - a. The name and address of the school or school district property from which the person is to be excluded;
 - b. The name of the person excluded from the school or school district property, with contact information if known;
 - c. A summary of the circumstances giving rise to the issuance of the order, including, as applicable, the date, time and location of any incident or incidents, witnesses to the incident, and a general statement as to the nature of the disruption to the school, school function or educational program.
 - d. The name and title of the person issuing the order and preparing the written notification of it;
 - e. The duration of the order (if applicable);
 - f. The date by which the order will be reviewed; and
 - g. A statement that the order pursuant to section 177 may be appealed and the process for such appeal.
7. Where an order is issued pursuant to section 177, the responsible school official shall inform the Superintendent of Schools or designate without delay. The Superintendent or designate will retain copies of the section 177 orders that have been issued within the school district.
8. An order issued pursuant to section 177:
 - a. may be appealed within 30 days of its issuance, unless the responsible individual or panel considering the appeal considers a further period is appropriate.
 - b. where the order issued pursuant to section 177 of the *School Act* may significantly affect the education, health or safety of a student, the student or the student's

parent(s) may appeal the decision pursuant to section 11 of the *School Act* in accordance with the Board's appeal bylaw No. 1 – Appeal Procedure Bylaw.

- c. where the order may not significantly affect the education, health or safety of a student, the order may be appealed to the next level of administration issuing the order (i.e., an order of a principal may be appealed to the Director of Instruction; or an order of the Director of Instruction may be appealed to the Superintendent of Schools; an order of the Superintendent of Schools may be appealed to the Board).
 - d. the board may establish procedures for the conduct of each appeal to ensure fairness and that the excluded individual has the opportunity to fairly respond to the decision to grant the order, including whether the appeal shall be conducted in writing or whether an oral hearing will be granted;
 - e. an appeal will normally be heard within thirty (30) days of being filed, unless such time limit is extended on reasonable grounds;
 - f. A decision on the appeal shall be rendered in writing, with reasons, within 14 days of the hearing of the appeal.
 - g. a decision on the appeal is final and may not be appealed further, except that decisions appealed pursuant to section 11 may, if permitted by the *School Act* and Appeals Regulation be appealed to the Superintendent of Appeals.
9. Any information in relation to a section 177 order will only be collected, used or disclosed in accordance with the provisions of the *Freedom of Information and Protection of Privacy Act*. Such information may be collected to:
- a. maintain a safe, orderly and effective educational environment at schools and on school district property, and during all school sanctioned events, either on or off school property.