



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

February 9, 2021 at 6:00 p.m.

Via Zoom

Agenda

Call to Order

Opening Acknowledgement

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

10 Minute Comment Period

Adoption of Agenda

Adoption of Minutes

January 12, 2021 – Regular Meeting Minutes

Report on In-Camera Meeting from January 12, 2021

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

Report on In-Camera Meeting from December 8, 2020

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

Correspondence

Business Items

1. Superintendent's Report

- Report for January 2021 (Attachment)
- Food for Families Update (Attachment)

2. Secretary-Treasurer's Report

- Report for January 2021 (Attachment)
- Community Rentals (Attachment)
- Video Surveillance (Attachment)
- Expenditure Report (Attachment)

3. Presentations/Delegations – 6:30 p.m.

- SOGI, Carol Mitchel presenting

4. Talking Break

How can we promote inclusion of our LGBTQ2S+ community in our schools & district?

5. Amended Budget 2020/2021 (Attachment)

MOTION: "That the Board unanimously agrees to give the Amended Annual Budget Bylaw all three readings at this meeting of February 9, 2021."

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 2020/2021 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 2020/2021.

2. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$22,576,694 for the 2020/2021 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 2020/2021.

MOTION: "That the Board of Education of School District No. 51 (Boundary) approve the Amended Annual Budget Bylaw for 2020/2021 fiscal year, as read a first, second and third time, passed and adopted the 9th day of February 2021."

6. BCPSEA AGM Update

7. Communication Plan Update (Attachment)

8. Committee Reports

- Indigenous Education Committee
- Finance Committee
- Operations Committee
- Policy Committee

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 Meeting – February 19/20, 2021 (location tba)
- BCSTA AGM – April 16-18, 2021 (location tba)
- BCSTA Provincial Council – April 17, 2021 (location tba)

Budget Process Timeline:

Meeting #2 - February 16 – Public Information Meeting and World Café at 6:00 p.m.

Meeting #3 -February 23 – Consultation with Educational Partners at 5:30-8:30 p.m.

Meeting #4 – April 20 – Board reviews compiled results, recommendations, staffing & budget

Meeting #5 – May or June Board Meeting – Final Budget Approval 2021-2022

Future Agenda Items

Next Board Meeting: March 9, 2021 -- 6:00 p.m. Via Zoom

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 12, 2021 Via Zoom

The Chairperson called the meeting to order at 6:03 p.m.

Present:	R. Zitko	Chair
	J. Massey	Vice Chair
	B. Bird	Trustee
	M. Danyluk	Trustee
	K. Jepsen	Trustee
	C. Strukoff	Trustee
	L. Van Marck	Trustee
	A. Lautard	Acting Superintendent
	M. Burdock	Secretary-Treasurer
	A. Ketler	Student Trustee
	B. Thornton	Student Trustee

Absent:	K. Minette	Superintendent
	E. Burroughs	Student Trustee
	M. Hanlon	Student Trustee

Acknowledgement of the Indigenous peoples and ancestors.

Presentations/Delegations

Nil

Adoption of Agenda

MOVED Massey
2ND Bird

“That the Agenda for January 12, 2021 be adopted as circulated.”

CARRIED

Adoption of Minutes

MOVED Van Marck
2ND Strukoff

“That the December 8, 2020 Regular Board Meeting minutes be adopted as circulated.”

CARRIED

Correspondence

North Fork Community Club correspondence was circulated.

Business Items

1. Superintendent's Report

- Acting Superintendent Lautard presented the report for December 2020.
- The District School Calendar for 2021-2022 was reviewed.

2. Secretary-Treasurer's Report

Secretary-Treasurer Burdock presented the Operations/Transportation report for December 2020, as well as the expenditure plan to date.

3. Presentation

Principal of WBES/BES presented information on curricular competencies.

4. Talking Break

Discussed how a focus on curricular competencies can deepen student learning and agency.

5. Report on Budget

Secretary-Treasurer Burdock presented the Budget Report briefing note.

6. Committee Reports and Representatives

Policy Committee - Trustee Strukoff reported out. The following motion was made:

MOVED Bird
2ND Massey

["That the Board approve for circulation Policy No. 1170 - Conflict of Interest, Pecuniary Interest, Employment of Immediate Family, as presented."](#)

CARRIED

7. Trustee Reports

BCPSEA – Trustee Danyluk reported out.

BISM – Trustee Jepsen reported out.

Student Highlights – BCSS student trustees reported out on the staff/student survey regarding the quarter system.

8. Around the Boundary

Around the Boundary created by GES/MES was presented.

Meeting adjourned at 7:28 p.m.

Chairperson

Secretary-Treasurer



Month-End Report for January 2021 Anna Lautard Acting Superintendent of Schools

COVID-19 Update

Under the guidance of the BCCDC, the Ministry of Education released enhanced safety measures to strengthen the guidelines already in place. These measures are updates and improvements based on everything the PHO has learned over the past 10 months. Following are the most significant changes:

- K-12 staff will be required to wear a non-medical mask in schools unless
 - at their workstation/desk, behind a barrier, eating and/or drinking
- All secondary school students will be required to wear a non-medical mask in schools unless
 - at their workstation/desk, behind a barrier, eating and/or drinking

Elementary school students are not required to wear a mask in schools. Their mask use is based on personal or family/caregiver choice, and this choice must be respected. Specific guidance for Physical Education and Music classes, as well as more detailed protocols regarding staff-only spaces and gatherings, were also highlighted.

The BCCDC has created a Health and Safety Checklist that schools and safety committees will complete to assess school safety plans with the Ministry of Education's Health and Safety Guidelines. We have until February 26, 2021 to complete the assessments and update our district guidelines. The BCCDC has also created a School COVID-19 website, so families, staff and students are able to find information easier, and a new K-12 Health Checker, available either as an app or online. Letters from the District were sent last week to both families and staff to inform them about changes in masking protocols and to share the links to the new resources as well.

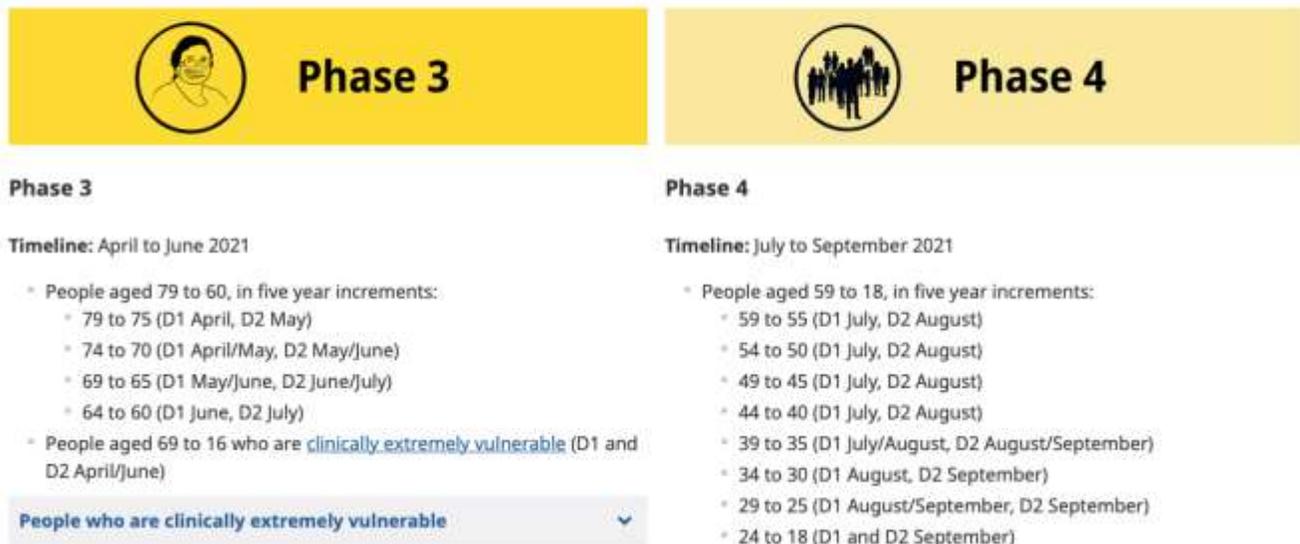
The biggest message we hear at all our meetings is that we need to follow the guidelines consistently. We are entering a time of compliance fatigue, so people need reminders about following our current guidelines. In SD51, schools have shared reminders to parents about performing daily health checks with their children, and principals have emphasized the importance of following the guidelines in place. We will continue to do this, and we welcome the opportunity to examine our safety plans in schools to further strengthen them. So far, our schools have been safe, and we are very grateful to all our staff and families for their continued effort in this regard.

In our Partner Liaison Meeting, Dr. Reka Gustafson, the liaison between Public Health and the Ministry of Education, shared that while provincially, we may have had more cases, our hospitalizations and our ICU numbers have been fairly steady. These are the numbers that matter, and they demonstrate the effectiveness of the COVID-19 response. During a meeting with Interior Health, Dr. De Villiers shared that while there are more cases in Interior Health, the cases are not rising exponentially, which is a good thing.

The biggest news was the BC government outlined the vaccine rollout for our province. In our Partner Liaison Meeting, Dr. Gustafson shared that the highest risk factor with COVID-19 is age, which has determined how the rollout will progress. Starting in April, Phase 3 will start for the general population (that is, not high-risk) aged 79 to 60. Phase 4 is from July to the end of September and people between the ages of 59 and 18 will be vaccinated. Most of our staff are in the Phase 4 rollout.

Phase 3 and Phase 4: General population immunization

Vaccination for the general population runs April to September 2021. Vaccines will primarily be distributed in five year age increments, starting with the 79 to 75 age group. Monthly breakdowns for the first dose (D1) and second dose (D2) are estimates and may change based on vaccine availability.



With this in mind, the Ministry's message is that our September 2021 should be a normal re-start, though a caveat has been added that we should be ready for the unexpected. Of course, this timeline is dependent on vaccine availability. At this time, there is no plan to vaccinate children.

Links:

- [Provincial Guidance](#)
- [BCCDC Guidance](#)
- [News Release](#)
- [BCCDC School Site](#)
- [K-12 Health Check](#)

Strategic Plan

January has been a busy time working with Jane and Lisa, our facilitators, to get a survey out as well as to compile a Dream Team. This team will be doing the "heavy lifting" with the surveys, digging into the data and coming up with a vision, mission and values to bring back to trustees. We want a diverse group of people in the dream team, representing the various stakeholders we have, and the multitude of perspectives in our district. Invitations have gone out and we are awaiting responses! Dream team members will receive an honorarium of \$250.

The survey went out last week with a “Welcome” video to explain our process. The survey itself has only 7 questions, which focus on creating a vision statement and picking the top 5 values from those that came up in the 2020 survey. We have 10 prizes to award survey responders of \$100 Boundary Bucks each.

Timeline

- Dream Team meetings: March 12, 19, April 6 and 13, from 10 am – 11:30am by Zoom
- Culminating meeting: Friday, April 30th in the morning, hopefully in person (pandemic-willing...)
- May: Goals, objectives, and targets will be developed based on our new Vision, Mission and Values. There will two distinct pathways of focus: education and operations. These two pathways support the overall goal of improved student success.
- June: Trustees will put on final touches and approve.

Continuous Improvement Pilot Project

SD51 is part of an accelerated pilot project with the Ministry of Education to help coordinate our approach to the new Enhanced Student Learning Report due before September 2021. The following areas are part of the project:

- Comprehensive, tailored, ongoing support including dedicated strategic planning coaching sessions;
- One-on-one Framework Data Room with the Ministry’s Education Analytics Office;
- Evidence-informed governance and operational expertise;
- Professional learning communities.

SD51 will also benefit from:

- Ministry and peer review of its current/future strategic plan;
- Support to generate district Enhancing Student Learning Report;
- Feedback and recommendations from the review; and
- Capacity building through *Framework in Action* learning series and the *Source* (Framework’s SharePoint site)

Miranda, Rose and I attended a virtual kick-off welcome meeting for all of the pilot districts that provided an overview of the project. Our next meeting is Wednesday, February 10th when we will be introduced to our individual data room and shown how to navigate with the different tables and spreadsheets there. We invited principals and vice principals to join us for these February sessions.

The official launch of the program is Fall 2021, so we are getting an early start to our understanding of new expectations with the Ministry.

Budget Process for 2021/22 School Year

Our World Café is on Tuesday, February 16 starting at 6:00 pm and will be by Zoom. Following is the structure for the evening:

- 6:00 – 6:30 Welcome and presentation from Board Office
 - Zoom invitation will come from Charlene and will be on website and school websites/Facebook pages
- 6:30 – 8:00 School zoom with principals and stakeholders
 - Zoom invite from school principal to families and community members. Will be sent out to all families and will be on school websites/Facebook pages
 - Principals/head teachers will guide discussion using questions provided

Timeline

- February 23 – Consultation with Educational Partners from 5:30 to 8:30
- April 20 – Board reviews compiled results, Recommendations, Staffing and Budget
- May or June Board Meeting – Final Budget Approval 2021/22

Transition

January was a busy month in terms of distributing the responsibilities for some of the Director of Learning portfolios and the undertaking of Superintendent portfolios. I am happy to say we have completed the process. The SD51 District Leadership team has definitely come together to make this transition as seamless as possible. From taking on MDI or Student Learning Survey coordination, to facilitating Changing Results for Young Children, to overseeing professional development, the team has helped incredibly. In particular, the efforts of the Big White Community School staff and their new acting principal, Nick Bond, have been greatly appreciated. It was very difficult to say good-bye to BWCS part way through the year, but I know I have left the students in good hands.

Meetings in District

- 6th Indigenous Culture and Support Workers (West) Update
BCPSEA meeting
- 7th District Leadership zoom meeting
- 8th Sector Leadership Update with Ministry of Education
Strategic Plan meeting with Jane Green
- 11th SOGI webinar
- 12th Management meeting
School Board meeting
- 13th Continuous Improvement Pilot Project meeting
Strategic Plan meeting with Jane Green
Education Stakeholders and Interior Health meeting

- 14th Indigenous Education Department (East) meeting
Neurosequential Model in Education meeting
COVID-19 funding review
Equity and Excellence: Enhancing the Life Chances of All Students webinar
- 15th Compassionate Systems Leadership – Community of Practice
Superintendent Update with Ministry of Education
- 18th EA interview
Capstone Presentations at GFSS
- 19th Budget process meeting #1
- 20th Financial Literacy presentation with BCSSA
Health and Wellness meeting
- 21st FESL Series: Strategic Planning Part 1 presentation
Capstone Presentations at GFSS
- 22nd Ministry Partner Liaison Meetings
Sector Leadership Update
- 25th Strategic Plan meeting with Jane Green
BWCS Transition meetings
- 27th Schools and Health Authority Partner Network meeting
Boundary Indigenous Education Advisory Council meeting
- 28th Early Learning update
Strategic Planning Part 2 presentation
- 29th District Leadership Team meeting
Compassionate Systems Leadership – Community of Practice

Learning 51

- Truth and Reconciliation – Monique Gray Smith – Sept 25, 2020
- Numeracy Teaching and Learning – Grade 4 -7 - Carole Fullerton
 - October 28th & 29th
 - February 23rd & 24th
- Literacy Assessment and Intervention K-3 – Starting January 2021
- Computational Thinking: Transitioning/Scope and Sequence for K-8 w/ Shawn Lockhart and SD51 teachers
- Trauma Informed Practice
- Compassionate Systems
- Changing Results for Young Children



Briefing Note

Topic: Food for Families Update - January 2021

The Food for Families Program began in the Spring of 2020, during the school closure due to Covid-19.

The original program offered a variety of fresh groceries to families throughout the Boundary.

By June 2020 we were serving approximately 40 families, totaling 150 people weekly. About 55% were West families and 45% East. The program covered Christina Lake to Beaverdell.

The program shut down for the summer and reformed in Oct. 2020. A more manageable, less costly, more sustainable program was created.

Phase 1 Non-Perishables

Most schools and Boundary Family Services have totes filled with non-perishables: one with dinners, one with lunch and breakfasts, and one with snacks. 18 totes have been distributed and they have been filled 42 times. Schools in Grand Forks often pick up food directly or send their families to Hutton.

Phase 2 Hearty Fruit and Vegetables

We have added fresh fruit and veggies to the program. We usually have potatoes, carrots, apples, onions, squash and garlic. These are also distributed to the West.

Phase 3 Dairy and Eggs

We have added milk, eggs and local yogurt to the program. Gift cards were purchased for the West so they can offer these perishables as well.

Baking Box

The program offered each family a one-time box with flour, sugar, shortening, cocoa etc. for holiday baking.

On Site Pick Ups

Families can pre-order and pick up at Hutton on Fridays. They can drive right up and get their order without contact. I will occasionally deliver. CYC's and Family Support workers pick up directly. This picture is an example of an order.



Donations

We have had an abundance of generous community donations, both in cash and goods.

The following are the donors: Phoenix Foundation, Grand Forks Credit Union Staff, Boundary District Teachers Union, Grand Forks Community Food Bank, Kettle Valley Food Coop, Community Futures, Grand Forks Farms, Greenwood Garden Goodies.

The program has expanded due to these donations. We are purchasing local produce and yogurt with our Coop donation. We have had apples donated by Grand Forks Farms. The Food bank just provided frozen chicken, for free.

All fridge, totes and rolling coolers from Phoenix Foundation Grant.



Student Helper

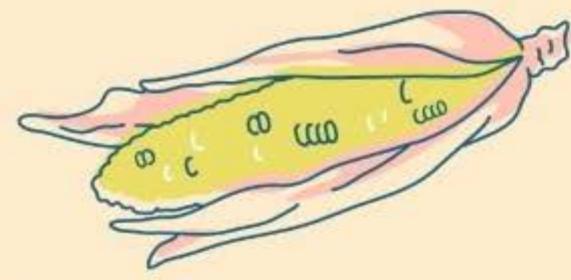
We have hired a student to unpack, repack, organize and fill all orders. She comes in on Fridays for a couple of hours.

Summary

The current version of Food for Families is much more manageable, efficient and cost effective than the spring version. Families can pick up food weekly but generally most are about once a month. Some food is distributed directly at school, most is sent home or picked up, or delivered. Whenever possible I deliver through school staff that are already heading West or when I am already West for other HPS business.

I do keep stats, but they are not very detailed due to the wide and diverse distribution and the amount of point people involved.

~ Carol Mitchell, Health Promoting School Coordinator



FOOD FOR FAMILIES PROGRAM



SD51 and Boundary Family Services are offering a free program to assist families throughout the Boundary with food security.

Food for Families has non-perishable food items that are available throughout the region. Each school has a supply of breakfast, lunches, dinners, & snacks. There are also supplies at other locations.



Any home that has children in it and has been challenged to provide food qualifies for the program.

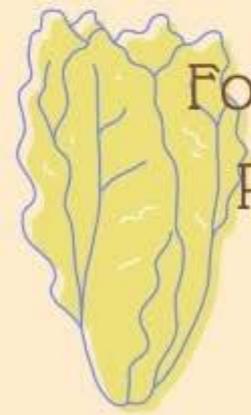


Families can contact their local school or Boundary Family Services **250-442-2267 ext 40236** to get information & pick up food.



Food can be picked up most Fridays from the Hutton Hideaway.

Please email carol.mitchell@SD51.bc.ca to set up a time or call Hutton (Monday-Thursday) 250-442-8275 ext: 80324.



Carol Mitchell, Health Promoting Schools Coordinator

A SPECIAL THANKS TO THE FOLLOWING, FOR THEIR GENEROUS DONATIONS

Grand Forks Farms

Grand Forks Credit Union

The Boundary Community Food Bank

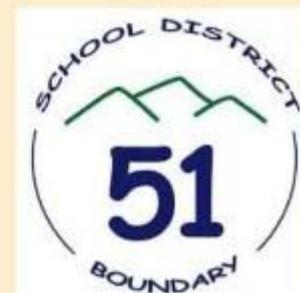
The Boundary District Teachers Union

Phoenix Foundation

Community Futures

Greenwood Garden Goodies

Kettle Valley Food Co-op





ORDERS MUST BE IN BY NOON ON THURSDAY

ORDERS CAN BE PICKED UP FRIDAY AFTERNOON (we will call/email with a time)

Contact Carol Mitchell Carol.Mitchell@SD51.bc.ca or call 250-442-8275 EXT 80324

250-442-2267 EXT 40236

Name _____ Phone _____

Number of people in home. Adults _____ Children _____

Email _____

Will pick up _____ Address (If delivered) _____

Community contact person or agency _____

We usually have the following items when available. CHECK THE ITEMS YOU WOULD LIKE:

Pre- packed MEALS Pasta and Sauce _____

Minestrone (Italian bean soup)-beans, tomatoes, pasta, bouillon _____

CHILLI- navy beans, kidney beans, tomatoes, corn, chilli powder _____

Lunch Packs (KD, Mr Noodles, Soup etc) _____

Snack packs (crackers, granola bars, fruit cups) _____

Peanut butter _____ Tuna _____ Dry Lentils _____ Rice _____ Corn _____

Breakfast Cereal _____ Oatmeal _____

Dairy Milk _____ Eggs _____ Jerseyland French Vanilla Yogurt _____

Frozen Bread _____ Bagels _____ Possibly Chicken _____

Produce Potatoes _____ Squash _____ Carrots _____ Onions _____ Apples _____ garlic _____

Other Toothpaste _____

Due to Covid we ask that you wait outside on the porch and we will bring out your order.

We use Covid precautions when we repackage or handle food.



Secretary-Treasurer's Report
Miranda Burdock, CPA, CA
January 2021

Budget/Finance

Amended Budget 2020/21

The amended budget for 2020/21 has been completed and shared with the Board. The budget bylaw amount is **\$22,576,694**, compared to the preliminary budget bylaw of \$21,393,283 and 2019/20 amended budget bylaw of \$21,229,985.

The amended budget is balanced, which means we are not anticipating use of the accumulated operating surplus this fiscal year. See briefing note for details.

Budget 2021/22 - Consultation Process

The budget process for 2021/22 has begun. Anna and I met with Trustees and PVP members on January 19, and our public information session and World Café is scheduled for February 16.

Strategic Planning

Jane Green and Lisa Gates have been engaged to support our Strategic Planning process. We spent time with Jane in January developing a survey for all our stakeholders to complete and provide input on our Vision and Missions. We are also working internally to establish a Strategic Planning Dream Team, comprised of individuals from each of our stakeholder groups. The team will review the data collected from the survey, select winners and have input on the key focus that will be brought forward for Trustees to review for the next phase in our Strategic Planning process.

Continuous Improvement Program

SD51 was invited by the MoE as 1 of 6 districts to participate in the accelerated pilot for the proposed Continuous Improvement Program. The program is part of the Framework for Enhancing Student Learning Policy and Enhancing Student Learning Order that were recently issued by the MoE, with a goal of providing increased levels of support to all districts in regard to the Framework. We met with the MoE team and other participating districts in January, and we are looking forward to meeting our Ministry District Liaison and participating in a virtual tour of our data room in February.

Professional Development

BCASBO Leadership Series, Session 4

3 virtual sessions on Jan 15, 21 and 29

- Navigating Difficult Conversations, hosted by Raj Dhasi from Turning Point Resolutions Inc.
 - o Focus on what a difficult conversation demands: Resiliency and effort, managing unconscious bias, authentic capturing, assertion, disengaging, preparing, re-engaging and debriefing.

BCPSEA AGM

Virtual meeting on January 28

- Report of 2019/20 Audited Financial Statements and presentation of 2020/21 Budget
- Vote on proposed resolutions and nomination and election of two regional directors

Partner Liaison Meeting - BCSTA, BCSSA, and BCASBO

Virtual sessions on Jan 22 and Feb 5

- Honourable Jennifer Whiteside, Minister of Education
- Breakout session - *Operational Planning for September*
- Dr. Reka Gustafson, Deputy Public Health Officer - COVID-19 Update
- Professor John Hattie - 10 Mindframes for Visible Learning
- Keith Godin, Assistant Deputy Minister

- Shelaina Postings & Cynthia Drummond - Framework for Enhancing Student Learning
- Catherine McCullough - Quality Strategic Planning & Monitoring

Carbon Neutral Government, 2020 Program

Webinar on Jan 14

- Overview of CNG Program and key updates
- 2019 CNG Year-in-Review
- CNAR and Small Emitters Template

Other, regular/on-going updates:

- Bi-weekly Deputy Minister Updates
- Bi-weekly HR Roundtable Updates with BCSPEA and KBB district representatives



Briefing Note

Community Rentals for 2020/2021

Provincial guidelines for community rentals as per the *Provincial COVID-19 Health & Safety Guidelines for K-12 Settings* are as follows:

Visitor Access/Community Use

STAGE 2

After hours community use of facilities is allowed in alignment with other health and safety measures:

- **Must adhere to the Gatherings and Events Order of the Provincial Health Officer**
- Diligent hand hygiene
- Respiratory etiquette
- Physical distancing among older youth and adults
- Ensuring participants stay home if they are feeling ill
- Where possible, limiting building access to only those areas required for the purpose of the activity
- Spaces and equipment used by community members should be cleaned and disinfected prior to students and staff re-entering the space.
 - Cleaning for purposes of after school use cannot result in a reduction of cleaning for education purposes.
 - Schools can consider asking community members to bring their own equipment, where appropriate.

STAGES 3 & 4

Limit visitor access during school hours. No non-essential community use of school facilities after hours (as determined by the Board of Education or Independent School Authority).

In March 2020, in alignment with the Provincial guidelines, the Board suspended all community rentals. As we moved to Stage 4 in April/May, and then to Stage 3 in June, community rentals in the District remained suspended.

The Board then passed the following motion in September 2020:

“That the Board accept Managements recommendation for the suspension of renting District facilities and that the consideration be reviewed at the December Board of Education meeting.”

The current **Gatherings and Events Order of the Provincial Health Officer** stipulates:

B. EVENTS

1. No person may permit a place to be used for an event except as provided for in this Order.
2. For certainty, no person may permit a place that is subject to the Food and Liquor Serving Premises Order to be used for an event, including private events, except as provided for in this Order.
3. No person may organize or host an event except as provided for in this Order.
4. No person may be present at an event except as provided for in this Order.

As of February 5, 2021, these orders have been extended indefinitely. As such, management’s recommendation to the Board is to again continue with the suspension of rentals of district facilities.



Briefing Note

Video Surveillance

In March 2018, the Board updated *Policy No. 2070 - Video Surveillance, Exterior Properties* supporting the use of video surveillance equipment on the exterior of School District property as a tool to deter acts of vandalism, crime and inappropriate behaviour at district facilities; however, video surveillance has never been used at SD51.

The following are some examples of occurrences of vandalism over the past 18 months:

1. Alarm call at an elementary school at 2am was called off by the alarm company; however, an individual entered the school through a window and released a fire extinguisher. No leads for the RCMP without any witnesses or video footage.
2. A report to the RCMP that someone was on the roof at an elementary school was investigated and confirmed - someone had gone onto the highest part of the roof and kicked the whirly birds off their brackets; however, it was too dark to get a description from the caller and no other way to generate leads for the RCMP.
3. A report to the RCMP that someone was spray painting the school. Individuals sitting at a picnic table at the school with cans of spray paint were confronted by our custodial team, and were later picked up by the RCMP; however, the RCMP chose not to follow up with charges as they were not caught in the act and there was no surveillance footage.
4. The storage shed and washroom at an elementary school were sprayed with numerous graffiti markings. The RCMP were called to investigate, but having no surveillance footage, the investigation ended at that time.
5. Windows were broken at two school sites in Grand Forks last month. Again, the RCMP attended both sites gathering any evidence, but with no surveillance footage at either site, the investigation is unlikely to lead anywhere.

In addition to the above examples of vandalism, we are also seeing an increase in call volumes from our security monitoring company. In an attempt to reduce unnecessary calls to the RCMP, we often have District staff attend the site where the alarm has been triggered. This is not only hazardous for our employees, but also costly for the District and is creating added fatigue for employees.

PROPOSAL

I'm asking the Board to consider approving senior management to prepare a proposal for video surveillance equipment on the exterior of School District property.

Consideration should be given to:

1. Policy
 - Are changes/updates required regarding: who can access/view the footage? The retention of the footage? Where/how the data is stored?
2. Viewing areas
 - Which schools/facilities require surveillance - all or only select sites?
 - What part of the school/facilities requires surveillance?
 - Assurance that we are not recording other private property (neighboring).

3. Hardware

- Network Video Recording (NVR) devices are required for storage of the footage - may need to consider installing multiple devices and/or increasing bandwidth at certain sites to support the constant data stream to the server.
- Cameras - Home vs institutional grade? Also, must consider granularity and quality of video - is the goal to identify facial features or simply whether a body is present? Is audio required?
- Signage - Privacy regulations require notification to the public when video surveillance is in use.

4. Cost

- Initial set-up - Will depend on scope of project and will dictate where funding comes from, i.e. operations, Local Capital, AFG, or a SEP submission.
- Ongoing - Annual licensing will also be applicable and must be manageable within operating budget.

5. Other

Fund : 0 General Operating

OB	TITLE	JAN	YEAR TO DATE	ENCUMBERED	FULL YEAR		
					BUDGET	AVAI LABLE	PERC
10	Princi pal & Vice Pri nci pal Sal	110,661.46	759,577.30		1,310,975	551,398	42
11	Teacher Sal ari es	621,765.49	3,064,781.69		6,081,805	3,017,023	50
12	Non-Teachers Sal ari es	328,277.62	1,771,103.87		3,792,379	2,021,275	53
13	Management Sal ari es	46,001.30	310,406.41		542,142	231,736	43
14	Substi tute Sal ari es	31,480.35	211,498.65		636,015	424,516	67
19	Trustees Indemni ty	7,617.36	53,321.53		91,408	38,086	42
21	Statutory Benefi ts	113,388.73	393,525.53		928,583	535,057	58
22	Pensi on Plans	115,601.85	627,691.30		1,303,242	675,551	52
23	Medi cal And Li fe Benefi ts	56,320.81	347,882.75		645,389	297,506	46
31	Servi ces	37,654.45	200,728.94	1,127.55	589,162	387,306	66
33	Student Transportati on	4,734.18	14,934.41		134,076	119,142	89
34	Trai ni ng & Travel	2,407.78	54,668.52	1,600.00	285,630	229,361	80
36	Rental s & Leases	2,887.50	19,651.50		33,528	13,877	41
37	Dues And Fees	83.30	57,823.01		75,177	17,354	23
39	Insurance		48,584.79		48,100	485-	1-
51	Suppl i es	88,086.37	459,738.91	9,592.47	907,620	438,289	48
52	Learni ng Resources	2,138.16	18,085.77	1,829.97	45,838	25,922	57
53	Li brary Books	1,580.82	6,294.47		24,960	18,666	75
54	Electri ci ty	42,339.74	125,822.65		320,000	194,177	61
55	Heat	24,791.68	59,559.00		107,000	47,441	44
56	Water And Sewage	2,798.42	12,934.09		33,000	20,066	61
57	Garbage And Recycli ng	258.30	14,300.78		12,500	1,801-	14-
58	Furn. & Equipment Repl acement	29,328.14	42,557.45		20,850	21,707-	104-
59	Computer Equi pment Repl acement		2,846.36	1,103.41	62,000	58,050	94
TOTAL FOR Fund - 0		1,670,203.81	8,678,319.68	15,253.40	18,031,379	9,337,806	52
GRAND TOTAL		1,670,203.81	8,678,319.68	15,253.40	18,031,379	9,337,806	52

OBJECT			Year-to-Date	Budget	Unspent	% Unspent	NOTES	
11/12	Salaries:	Teachers/Non-teachers	10 month employees	4,835,886	9,874,184	5,038,298	51.02%	5 out of 10 months, expect 50% unspent
10/13/19		PVPs/Mgmt/Trustees	12 month employees	1,123,305	1,944,525	821,220	42.23%	7 out of 12 months, expect 41.67% unspent
14		Substitues	Sick, Sick Family, LT Sick,	211,499	636,015	424,516	66.75%	Majority of costs associated with 10 month employees expect 50% unspent. Fewer absences than expected (espeically compared to PY increase)
21	Benefits:	Staturtory benefits (EI, CPP)	Employer paid portion of CPP and EI ; as well as 1.95% Employer Health Tax (EHT)	393,526	928,583	535,057	57.62%	Majority of costs associated with 10 month employees (50% unspent); CPP/EI paid on calendar year - many employees max out by June (high costs Jan - June).
22/23		Pension/Medical and Life	Employer paid portion of pension contributions (TPP and MPP); as well as employer paid premiums for extended health benefits and dental	975,574	1,948,631	973,057	49.94%	Mix of 10 and 12 month employees, but majority are 10 month (50% unspent)
31-39	Services:	Includes: Services, Student Transportation, Training/Travel, Rentals, Dues/Fees and Insurance		399,119	1,165,673	766,554	65.76%	See NOTE 1 below for details
51	Supplies:	Supplies		469,331	907,620	438,289	48.29%	Schoool budgets (supplies for instruction, SpEd, AbEd, Admin) as well as: SBO, Maintenance, Cusotidal and Transportation supplies
52/53		Learning Resources/Library Books		26,210	70,798	44,588	62.98%	School budgets for library books and learning resource
54/55		Electricity/Heat,		185,382	427,000	241,618	56.59%	7 out of 12 monthss (41.67% unspent) - significant decrease from last month (72.31% unspent)
56/57		Water/Sewer and Garbage/Recycling		27,235	45,500	18,265	40.14%	7 out of 12 monthss (41.67% unspent)
58/59		Furniture/Equipment & Computer Equipment Replacement		46,507	82,850	36,343	43.87%	School furniture/equipment budgets, as well as: equipment for Operations and all IT/tech replacements
				8,693,573	18,031,379	9,337,806	51.79%	

NOTE 1

These are expenses that are not necessarily incurred evenly throughout the year:

Object	Year-to-Date	Budget	Unspent	% Unspent	
31 Services	201,856.49	589,162.00	387,305.51	65.74%	Consulting, Legal, Audit, Telephone, Contract Software, Postage
33 Student transportation	14,934.41	134,076.00	119,141.59	88.86%	Schools transportation budgets (curricular, extra-curricular, and transportation grant)
34 Training/ Travel	56,268.52	285,630.00	229,361.48	80.30%	Training/travel across SD (instruction, District admin, O&M, transportation)
36 Rentals/Leases,	19,651.50	33,528.00	13,876.50	41.39%	525 monthly lease from City, 7 out of 12 months (41.67% unspent)
37 Dues/Fees	57,823.01	75,177.00	17,353.99	23.08%	Senior mgmt professional association fees, BCSTA, Make a Future, OLRC, SD23 re Claims Mgmt contract
39 Insurance	48,584.79	48,100.00	484.79	-1.01%	SPP and fleet insurance (paid upfront)
	399,118.72	1,165,673.00	766,554.28		



Briefing Note

Amended Budget 2020/2021

The Amended Budget Bylaw for 2020/21 includes the following expenses, with comparison to the 2020/21 annual budget:

	2020/21 Amended Budget (Draft)	2020/21 Preliminary Budget (Approved June 2020)
Operating Fund Expenses (Sch 2)	\$18,266,272	\$17,897,886
Capital Assets Purchased from Operating (Sch 2)	62,000	62,000
Special Purpose Fund Expenses (Sch 3)	2,289,594	1,664,069
Capital Assets Purchased from SPF (Sch 3)	180,065	0
Capital Fund Expenses (Sch 4)	1,444,763	1,435,328
Capital Assets Purchased from Local Capital (Sch 4)	334,000	334,000
Total Budget Bylaw (Stmt 2)	\$22,576,694	\$21,393,283

The following is a detailed breakdown of each category, including comments on noted variances from the 2020/21 preliminary budget passed by the Board in June 2020.

Operating Expenses (Schedule 2B):

Operating expenses increased by \$372,869 from the preliminary budget as follows:

	2020/21 Amended	2020/21 Annual	Change	NOTES
Teachers	6,316,176	6,171,339	+144,837	+Literacy support teacher; +Moodle blocks at GFSS; +CEF overspend
PVP	1,177,788	1,298,126	-120,338	Moved Director of Learning to <i>Other Professionals</i>
EA's/CYCW's	1,158,923	1,649,447	-490,524	Moved CYCWs and SLPs to <i>Other Professionals</i> ; -3 x EA's
Support Staff	2,471,387	2,063,484	+407,903	Added CYCWs from above; +2.0 ICSSFs; +Tech Admin; +Payroll Clerk
Other Professional	931,159	633,550	+297,609	Added DoL and SLP's from above; Superintendent coverage
Substitutes	593,965	640,965	-47,000	Reduced teacher sick & teacher LTD; +\$30K for teacher mentoring,
Total	12,649,398	12,456,911	+192,487	
Employee Benefits	3,005,054	2,846,585	+158,470	
Services	640,763	580,072	+60,690	+Strat planning; +1:1 counselling in West;
Transportation	81,790	134,559	-52,769	Reduced student transportation
Pro-D	246,037	285,630	-39,593	Reduced travel for Trustees, Senior Mgmt; +\$16K for CUPE pro-d
Rentals	0	33,528	-33,528	Removed as reported on Sch 4
Dues and Fees	93,057	73,804	+19,253	+Make a Future fees; +CLASS fees
Insurance	48,100	53,400	-5,300	New insurer – reduced premiums
Supplies	1,029,573	961,897	+67,676	+Elementary libraries;
Utilities	472,500	471,500	+1,000	
Total	2,611,819	2,594,390	+17,429	
	18,266,272	17,897,886	+368,386	

Capital Assets Purchased from Operating (Schedule 2):

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 **\$62,000**. The budget has not changed, but the allocation has been adjusted as follows:

- \$20,850 (original - \$35,000) furniture and equipment budgets for schools;
- \$15,000 (original - \$15,000) custodial equipment; and
- \$26,150 (original - \$12,000) technology equipment/replacement, added for SBO/BLC conferencing updates and additional hardware purchases for staff.

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

Special Purpose Fund expenses increased \$624,504 from the preliminary budget as follows:

	2020/21 Amended	2020/21 Annual	Change	NOTES
AFG (Operating only)	113,349	113,349	0	
Learning Improvement Fund	64,238	64,238	0	
Special Education Equipment	0	0	0	
School Generated Funds	310,000	310,000	0	
Strong Start	128,632	128,000	+632	+Opening deferred
Ready Set Learn	19,989	19,600	+389	+Opening deferred
OLEP (French funds)	0	9,855	-9,855	No French exchange planned; no planning meetings scheduled.
CommunityLink	146,982	146,982	0	
Classroom Enhancement Fund - Overhead	25,098	25,098	0	
Classroom Enhancement Fund – Staffing	875,377	781,447	+93,930	Amended based on reported CEF claim. Not funding GWIs - \$42K covered in operating
Classroom Enhancement Fund – Remedy	37,305	0	+37,305	Amended based on CEF claim (actual remedy owed)
Mental Health in Schools	57,000	32,500	+24,500	Increased funding
CR4YC	6,000	6,000	0	
Safe Return to School Grant	84,280		+84,280	COVID-19 response funding, some TCA purchases
Safe Return to School Grant, Federal	334,436		+334,436	COVID-19 response funding, some TCA purchases
Health Coordinator (IHA)	27,000	27,000	0	
DASH BC	59,908	0	+59,908	Funding agreement signed
Total SPF Expenses	2,289,594	1,664,069	+625,525	

Capital Assets Purchased from Special Purpose (Schedule 3):

The amended budget for capital assets purchased from Special Purpose Funds is **\$180,065** as follows:

- \$36,517, Safe Return to School Grant
 - o Touchless faucets in all school washrooms; iPads, laptops for DL/Transition program
- \$143,548, Federal Safe Return to School Grant
 - o Touchless faucets in all school washrooms; Touchless water-bottle filling stations; Mistlers; Transportation management software

Amortization of Capital Assets and Capital Lease Interest (Schedule 4):

	2020/21 Amended	2020/21 Annual
Interest for Capital Lease	737	737
Amortization of Capital Assets	1,444,026	1,434,591
Total Amortization of Capital Assets + Capital Lease Interest	1,444,763	1,435,328

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 amortization is based on actual TCA purchases per 2019/20 audited financial statements (preliminary budget was estimated).

Capital Assets purchased from Local Capital (Schedule 4):

	2020/21 Amended	2020/21 Annual
Technology Plan (8 x ipad classroom sets; Lenovo laptop replacements)	169,000	169,000
Community Network	15,000	15,000
White fleet replacements (trucks, Bolt, 1 x mower)	150,000	150,000
Total Capital Assets purchased from Local Capital	334,000	334,000

Summary of Surplus & Transfers (Schedule 1):

	Operating Fund (Schedule 2)	Special Purpose Fund (Schedule 3)	Capital Fund (Schedule 4)	Total (Statement 2)
Net surplus (deficit)	220,000	180,065	(556,391)	(156,326)
Transfers:				
Capital Fund	(62,000)	(180,065)	242,065	0
Local Capital	(125,000)	0	125,000	0
Other	(33,000)	0	33,000	0
	0	0	(156,326)	(156,326)
Allocation of Surplus	0	0	0	0
Budgeted Surplus (Deficit)	0	0	(156,326)	(156,326)

NOTES:

- Originally budgeted operating surplus of \$525K. Operating block funding decreased from preliminary budget by \$203K, leaving approx. \$322K surplus remaining
- Other budget reductions include: teacher sick and teacher sick long-term, training/travel, student transportation
- As per original budget, amended includes salary increases for exempt staff/PVP per updated grids
- As per preliminary budget and discussions in November 2020, other budget additions include:
 - o Literacy Support Teacher (1.0 Jan – June)
 - o Moodle blocks at GFSS x 4
 - o Speech and Language Pathologist (0.50 continuing, 0.25 temp)
 - o Tech Admin Assistant (starting Feb)
 - o Payroll Clerk (starting March)
 - o Elementary classroom libraries
 - o 1:1 counselling in the West
 - o 2 x Indigenous Culture & Student Success Facilitators

Amended Annual Budget

School District No. 51 (Boundary)

June 30, 2021

School District No. 51 (Boundary)

June 30, 2021

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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 2020/2021 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 2020/2021.
3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$22,576,694 for the 2020/2021 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 2020/2021.

READ A FIRST TIME THE 9th DAY OF FEBRUARY, 2021;

READ A SECOND TIME THE 9th DAY OF FEBRUARY, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE 9th DAY OF FEBRUARY, 2021;

(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 2020/2021, adopted by the Board the 9th DAY OF FEBRUARY, 2021.

Secretary Treasurer

School District No. 51 (Boundary)

Statement 2

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	1,240.625	1,226.798
Adult	0.500	0.725
Total Ministry Operating Grant Funded FTE's	1,241.125	1,227.523
Revenues	\$	\$
Provincial Grants		
Ministry of Education	20,334,947	19,761,416
Other	156,166	76,258
Tuition		13,483
Other Revenue	370,000	361,000
Rentals and Leases	50,638	50,638
Investment Income	56,680	44,180
Amortization of Deferred Capital Revenue	875,872	875,872
Total Revenue	21,844,303	21,182,847
Expenses		
Instruction	15,921,253	15,119,491
District Administration	1,025,186	925,124
Operations and Maintenance	4,094,189	4,008,606
Transportation and Housing	959,264	943,325
Debt Services	737	737
Total Expense	22,000,629	20,997,283
Budgeted Surplus (Deficit), for the year	(156,326)	185,564
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		525,020
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(156,326)	(339,456)
Budgeted Surplus (Deficit), for the year	(156,326)	185,564

School District No. 51 (Boundary)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	18,266,272	17,897,886
Operating - Tangible Capital Assets Purchased	62,000	62,000
Special Purpose Funds - Total Expense	2,289,594	1,664,069
Special Purpose Funds - Tangible Capital Assets Purchased	180,065	
Capital Fund - Total Expense	1,444,763	1,435,328
Capital Fund - Tangible Capital Assets Purchased from Local Capital	334,000	334,000
Total Budget Bylaw Amount	22,576,694	21,393,283

Approved by the Board

Signature of the Chairperson of the Board of Education _____ Date Signed _____
Signature of the Superintendent _____ Date Signed _____
DRAFT
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, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(156,326)</u>	185,564
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(242,065)	(62,000)
From Local Capital	(334,000)	(334,000)
From Deferred Capital Revenue	(1,584,569)	
Total Acquisition of Tangible Capital Assets	<u>(2,160,634)</u>	(396,000)
Amortization of Tangible Capital Assets	1,444,026	1,434,591
Total Effect of change in Tangible Capital Assets	<u>(716,608)</u>	1,038,591
	<u>-</u>	-
	<u>-</u>	-
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>(872,934)</u></u>	1,224,155

School District No. 51 (Boundary)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2021

	Operating Fund	Special Purpose Fund	Capital Fund	2021 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	948,000	-	8,445,184	9,393,184
Changes for the year				
Net Revenue (Expense) for the year	220,000	180,065	(556,391)	(156,326)
Interfund Transfers				
Tangible Capital Assets Purchased	(62,000)	(180,065)	242,065	-
Local Capital	(125,000)		125,000	-
Other	(33,000)		33,000	-
Net Changes for the year	-	-	(156,326)	(156,326)
Budgeted Accumulated Surplus (Deficit), end of year	948,000	-	8,288,858	9,236,858

School District No. 51 (Boundary)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	18,262,196	18,434,347
Other	69,258	49,258
Tuition		13,483
Other Revenue	60,000	51,000
Rentals and Leases	50,638	50,638
Investment Income	44,180	44,180
Total Revenue	18,486,272	18,642,906
Expenses		
Instruction	13,745,008	13,568,771
District Administration	1,025,186	925,124
Operations and Maintenance	2,710,188	2,634,040
Transportation and Housing	785,890	769,951
Total Expense	18,266,272	17,897,886
Net Revenue (Expense)	220,000	745,020
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(62,000)	(62,000)
Local Capital	(125,000)	(125,000)
Other	(33,000)	(33,000)
Total Net Transfers	(220,000)	(220,000)
Budgeted Surplus (Deficit), for the year	-	525,020

School District No. 51 (Boundary)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	17,544,813	17,748,211
Other Ministry of Education Grants		
Pay Equity	105,245	105,245
Transportation Supplement	153,588	153,588
Teachers' Labour Settlement Funding	371,737	371,737
Early Career Mentorship Funding	30,000	
Early Learning Framework Implementation	1,247	
PLNet Revenue	48,060	48,060
FSA	7,506	7,506
Total Provincial Grants - Ministry of Education	18,262,196	18,434,347
Provincial Grants - Other	69,258	49,258
Tuition		
International and Out of Province Students		13,483
Total Tuition	-	13,483
Other Revenues		
Miscellaneous		
ArtStarts		6,000
City of Grand Forks	45,000	45,000
Miscellaneous	15,000	
Total Other Revenue	60,000	51,000
Rentals and Leases	50,638	50,638
Investment Income	44,180	44,180
Total Operating Revenue	18,486,272	18,642,906

School District No. 51 (Boundary)

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Salaries		
Teachers	6,316,176	6,171,339
Principals and Vice Principals	1,177,788	1,298,126
Educational Assistants	1,158,923	1,649,447
Support Staff	2,471,387	2,063,484
Other Professionals	931,159	633,550
Substitutes	593,965	640,965
Total Salaries	12,649,398	12,456,911
Employee Benefits	3,005,054	2,846,585
Total Salaries and Benefits	15,654,452	15,303,496
Services and Supplies		
Services	640,763	580,072
Student Transportation	81,790	134,559
Professional Development and Travel	246,037	285,630
Rentals and Leases		33,528
Dues and Fees	93,057	73,804
Insurance	48,100	53,400
Supplies	1,029,573	961,897
Utilities	472,500	471,500
Total Services and Supplies	2,611,820	2,594,390
Total Operating Expense	18,266,272	17,897,886

School District No. 51 (Boundary)

Amended Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2021

	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	5,268,159	256,315		102,942		447,215	6,074,631
1.07 Library Services	95,649			26,452		4,000	126,101
1.08 Counselling	112,081						112,081
1.10 Special Education	703,784	135,131	1,158,923	77,847	243,891	73,250	2,392,826
1.31 Indigenous Education	136,503			188,047		4,000	328,550
1.41 School Administration		786,342		344,726		16,000	1,147,068
1.64 Other							-
Total Function 1	6,316,176	1,177,788	1,158,923	740,014	243,891	544,465	10,181,257
4 District Administration							
4.11 Educational Administration				53,465	243,188		296,653
4.40 School District Governance					91,408		91,408
4.41 Business Administration				157,090	115,348		272,438
Total Function 4	-	-	-	210,555	449,944	-	660,499
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				14,666	72,718		87,384
5.50 Maintenance Operations				1,053,309	91,888	38,000	1,183,197
5.52 Maintenance of Grounds				91,177		3,500	94,677
5.56 Utilities							-
Total Function 5	-	-	-	1,159,152	164,606	41,500	1,365,258
7 Transportation and Housing							
7.41 Transportation and Housing Administration				19,666	72,718		92,384
7.70 Student Transportation				342,000		8,000	350,000
Total Function 7	-	-	-	361,666	72,718	8,000	442,384
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	6,316,176	1,177,788	1,158,923	2,471,387	931,159	593,965	12,649,398

School District No. 51 (Boundary)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2021

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	6,074,631	1,373,268	7,447,899	750,855	8,198,754	8,067,637
1.07 Library Services	126,101	30,489	156,590	59,960	216,550	175,118
1.08 Counselling	112,081	25,794	137,875		137,875	122,622
1.10 Special Education	2,392,826	673,674	3,066,500	142,916	3,209,416	3,101,789
1.31 Indigenous Education	328,550	76,407	404,957	108,043	513,000	492,204
1.41 School Administration	1,147,068	248,219	1,395,287	65,726	1,461,013	1,601,001
1.64 Other	-	-	-	8,400	8,400	8,400
Total Function 1	10,181,257	2,427,851	12,609,108	1,135,900	13,745,008	13,568,771
4 District Administration						
4.11 Educational Administration	296,653	62,406	359,059	15,800	374,859	313,216
4.40 School District Governance	91,408	7,581	98,989	57,000	155,989	148,489
4.41 Business Administration	272,438	58,120	330,558	163,780	494,338	463,419
Total Function 4	660,499	128,107	788,606	236,580	1,025,186	925,124
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	87,384	17,454	104,838	26,600	131,438	142,246
5.50 Maintenance Operations	1,183,197	294,437	1,477,634	408,732	1,886,366	1,801,331
5.52 Maintenance of Grounds	94,677	23,999	118,676	31,750	150,426	149,505
5.56 Utilities	-	-	-	541,958	541,958	540,958
Total Function 5	1,365,258	335,890	1,701,148	1,009,040	2,710,188	2,634,040
7 Transportation and Housing						
7.41 Transportation and Housing Administration	92,384	17,454	109,838	1,500	111,338	111,302
7.70 Student Transportation	350,000	95,752	445,752	228,800	674,552	658,649
Total Function 7	442,384	113,206	555,590	230,300	785,890	769,951
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	12,649,398	3,005,054	15,654,452	2,611,820	18,266,272	17,897,886

School District No. 51 (Boundary)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2021

	<u>2021 Amended Annual Budget</u>	<u>2021 Annual Budget</u>
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	2,072,751	1,327,069
Other	86,908	27,000
Other Revenue	310,000	310,000
Total Revenue	<u>2,469,659</u>	<u>1,664,069</u>
Expenses		
Instruction	2,176,245	1,550,720
Operations and Maintenance	113,349	113,349
Total Expense	<u>2,289,594</u>	<u>1,664,069</u>
Net Revenue (Expense)	<u>180,065</u>	-
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(180,065)	-
Total Net Transfers	<u>(180,065)</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, 2021

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing
	\$	\$	\$	\$		\$	\$	\$	\$
Deferred Revenue, beginning of year	24		318,335	632	389	7,222	-	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education	113,349	64,238		128,000	19,600	9,855	146,982	25,098	875,377
Provincial Grants - Other									
Other			325,000						
	113,349	64,238	325,000	128,000	19,600	9,855	146,982	25,098	875,377
Less: Allocated to Revenue	113,349	64,238	310,000	128,632	19,989	-	146,982	25,098	875,377
Deferred Revenue, end of year	24	-	333,335	-	-	17,077	-	-	-
Revenues									
Provincial Grants - Ministry of Education	113,349	64,238		128,632	19,989		146,982	25,098	875,377
Provincial Grants - Other									
Other Revenue			310,000						
	113,349	64,238	310,000	128,632	19,989	-	146,982	25,098	875,377
Expenses									
Salaries									
Teachers									711,409
Educational Assistants		48,414							
Support Staff							123,583		
Other Professionals									
Substitutes								17,482	
	-	48,414	-	-	-	-	123,583	17,482	711,409
Employee Benefits		15,824					23,399	4,051	163,968
Services and Supplies	113,349		310,000	128,632	19,989			3,565	
	113,349	64,238	310,000	128,632	19,989	-	146,982	25,098	875,377
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased									
	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 51 (Boundary)

Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2021

	Classroom Enhancement Fund - Remedies	Mental Health in Schools	Changing Results for Young Children	Safe Return to School Grant	Federal Safe Return to Class Fund	Health Coordinator	DASH	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	641	318	-	-	-	108	327,669
Add: Restricted Grants								
Provincial Grants - Ministry of Education	37,305	57,000	6,000	120,797	477,984			2,081,585
Provincial Grants - Other						27,000	59,800	86,800
Other								325,000
	37,305	57,000	6,000	120,797	477,984	27,000	59,800	2,493,385
Less: Allocated to Revenue	37,305	57,000	6,000	120,797	477,984	27,000	59,908	2,469,659
Deferred Revenue, end of year	-	641	318	-	-	-	-	351,395
Revenues								
Provincial Grants - Ministry of Education	37,305	57,000	6,000	120,797	477,984			2,072,751
Provincial Grants - Other						27,000	59,908	86,908
Other Revenue								310,000
	37,305	57,000	6,000	120,797	477,984	27,000	59,908	2,469,659
Expenses								
Salaries								
Teachers					128,185			839,594
Educational Assistants					32,354			80,768
Support Staff				54,170	50,230			227,983
Other Professionals		11,356			22,596	25,761		59,713
Substitutes	30,217	11,808	4,860					64,367
	30,217	23,164	4,860	54,170	233,365	25,761	-	1,272,425
Employee Benefits	7,088	2,579	1,140	10,389	64,408	1,239		294,085
Services and Supplies		31,257		19,721	36,663		59,908	723,084
	37,305	57,000	6,000	84,280	334,436	27,000	59,908	2,289,594
Net Revenue (Expense) before Interfund Transfers	-	-	-	36,517	143,548	-	-	180,065
Interfund Transfers								
Tangible Capital Assets Purchased				(36,517)	(143,548)			(180,065)
	-	-	-	(36,517)	(143,548)	-	-	(180,065)
Net Revenue (Expense)	-	-	-	-	-	-	-	-

School District No. 51 (Boundary)

Amended Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2021

	2021 Amended Annual Budget			2021 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Investment Income		12,500	12,500	
Amortization of Deferred Capital Revenue	875,872		875,872	875,872
Total Revenue	875,872	12,500	888,372	875,872
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,270,652		1,270,652	1,261,217
Transportation and Housing	173,374		173,374	173,374
Debt Services				
Capital Lease Interest		737	737	737
Total Expense	1,444,026	737	1,444,763	1,435,328
Net Revenue (Expense)	(568,154)	11,763	(556,391)	(559,456)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	242,065		242,065	62,000
Local Capital		125,000	125,000	125,000
Capital Lease Payment		33,000	33,000	33,000
Total Net Transfers	242,065	158,000	400,065	220,000
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	334,000	(334,000)	-	
Principal Payment				
Capital Lease	32,263	(32,263)	-	
Total Other Adjustments to Fund Balances	366,263	(366,263)	-	
Budgeted Surplus (Deficit), for the year	40,174	(196,500)	(156,326)	(339,456)



Briefing Note

Date: February 4, 2021

Topic: Communications and Social Media

Background:

After the January board meeting, senior management began to explore the possibilities around connecting and communicating with students, parents and community members.

For a number of districts in the Kootenay-Boundary region, the responsibility falls mainly to staff (superintendents, human resource personnel, executive assistants, principals) to manage communication and social media. There is a variety of online/social media being used (Facebook, YouTube, Instagram, Twitter, websites) and some districts also have more traditional “hard copy” communication (brochures, posters, booklets).

We also reached out to Chris Olsen at Peak Communicators to see what services his company could offer. Unfortunately, Peak has closed its social media division due to the pandemic. He did, however, recommend Aleem Fidai, an independent consultant from Kelowna. Contacts at the OLRC and BCPSEA both recommended Stephen Smart at Hill & Knowlton, a Vancouver company. We have reached out to both the above individuals to enquire about services and pricing and will be scheduling phone calls in the next few weeks.

Looking ahead to the strategic planning process, senior management discussed how the information gathered about communication and social media may be used in the strategic plan to guide goal-setting and implement operationalization.

Recommendations:

Senior management continues to investigate the responsibility, expense and time necessary in the hiring of personnel to support communications and social media. The information from this investigation will be used to support strategic planning in Spring of 2021.