



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

January 10, 2017 at 6:00 p.m.

Boundary Learning Centre

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

Catherine Stewart – usage of school facilities for yoga instruction

10 Minute Comment Period

Adoption of Agenda

Adoption of Minutes

December 13, 2016 – Regular Meeting Minutes

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

- Report for December 2016 (Attachment)

2. Secretary-Treasurer's Report

- Report for December 2016 (Attachment)
- Enrolment Report (Attachment)
- Expenditure Report (Attachment)

3. Director of Learning Report

- Report for December 2016 (Attachment)

4. Report on Financial Framework

- Final Funding for Supporting Student Success

5. Framework for Enhancing Student Learning

- Consultation Process

6. BCPSEA AGM – Resolutions & Budget

7. Talking Break

How can we strengthen public input to the Board during the consultation process?

8. Committee Reports

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

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

9. Trustee Reports

Rec Commission

BISM

BCSTA Kootenay Boundary Branch

District Literacy

BCPSEA/BCSTA Rep Council

BCSTA Provincial Council

Okanagan Labour Relations Council

PAC Highlights

10. Around the Boundary

Trustee Activities and Upcoming Events

BCSTA Phone call – January 12, 2017

BCPSEA AGM – January 27, 2017

BCSTA Provincial Council – February 17 & 18, 2017

Future Agenda Items

Next Board Meeting: **February 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, December 13, 2016 at the School Board Office

The Chairperson called the meeting to order at 6:06 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

- Presentation by Erin Perkins from the Columbia Basin Alliance for Literacy.

Adoption of Agenda

MOVED Strukoff
2ND Zitko

"That the Agenda for December 13, 2016 be adopted as circulated."

CARRIED

Adoption of Minutes

MOVED Riddle
2ND Danyluk

"That the November 8, 2016 Regular Board Meeting minutes be adopted as circulated."

CARRIED

Report on In-Camera Meeting from November 8, 2016

The Board discussed personnel issues, properties/facilities, business items, as well as the safety of our buildings with regards to outside intruders.

Correspondence

Nil

Business Items

1. Superintendent's Report

The Superintendent reported on school visitation. He highlighted the Grand Forks Secondary School coding class, the MDI testing and the Inclusive Classroom session with Shelley Moore.

2. Secretary-Treasurer's Report

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

3. Director of Learning

The Director of Learning reported on November school visitations, Early Years transitions, Place Based Learning, and thanked Charlene Wiebe for the work she did on getting the MDI testing up and running.

4. Supreme Court of Canada Decision – November 2016 BC Government & BCTF

Superintendent Argue reported that the BCTF and the government and BCPSEA are meeting to discuss a process.

5. Public Input on Rural Education

Trustees discussed the four questions presented. Chair Rezansoff will compile the feedback and present it to the Board prior to sending in the answers to the survey questions due January 9, 2017.

6. Report on Financial Framework for Supporting Student Success

Update on financial investments were presented by the Superintendent, Director of Learning and the Secretary-Treasurer.

7. Framework for Enhancing Student Learning

The District Plan update was circulated and discussed.

MOVED Reid
2ND Danyluk

["That the Board approve the District Framework for Learning Spirals as presented"](#)

CARRIED

8. Year in Review

Chair Rezansoff provided an overview of the 2016 year in School District No. 51.

9. Board Self Review – March 3rd and 4th, 2017

A Board review will be held on March 3-4, 2017, and will be facilitated by Lynn Green from the BCSTA.

10. Talking Break

Discussed whether our current planning and budgeting processes are having a greater impact on student learning.

11. Financial Disclosure Statements

These statements need to be returned to the Secretary-Treasurer between January 1 and January 15 of each year.

12. Election of Board Chair and Vice Chair

The Superintendent assumed the Chair for the Board Chairperson selection proceedings. The Secretary-Treasurer called for nominations for the position of Board Chair first, and then for the Vice Chair.

- **Election of Board Chair**

MOVED
2ND Riddle
 Reid

[“That the Board elect Teresa Rezansoff as the Board Chair for December 13, 2016 to December 12, 2017.”](#)

CARRIED

- **Election of Vice Chair**

MOVED
2ND Danyluk
 Zitko

[“That the Board elect Cindy Strukoff as the Board Vice-Chair for December 13, 2016 to December 12, 2017.”](#)

CARRIED

Chair Rezansoff resumed the chair position for the remainder of the meeting.

13. Board Representatives for 2016

- **Election – BCSTA Provincial Councilor and Alternate**

MOVED
2ND Zitko
 Reid

"That the Board elect Cindy Strukoff as the Trustee Representative to the BCSTA Provincial Council and Mark Danyluk as the Alternate for 2017." CARRIED

- **Election – BCPSEA Representative Council/BCSTA Bargaining Council Representative and Alternate**

MOVED Strukoff
2ND Danyluk

"That the Board elect David Reid as the BCPSEA Representative Council/BCSTA Bargaining Council Representative and Rose Zitko as the Alternate for 2017." CARRIED

- **Okanagan Labor Relations Council (OLRC) Representative**

MOVED Riddle
2ND Reid

"That the Board appoint Katie Jepsen as the Trustee Representative to the Okanagan Labor Relations Council (OLRC) and Jeanette Hanlon, Secretary-Treasurer as the Alternate for 2017." CARRIED

MOVED Strukoff
2ND Riddle

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

14. Committee Reports

Trustee Strukoff reported that the Policy Committee will be meeting on December 19, 2016.

15. Trustee Reports

Trustee Zitko and Director of Learning Lacey, reported on the BISM meeting. Trustees Danyluk, Jepsen, and Strukoff, as well as Superintendent Argue, reported out from events attended at the Learning Forward Conference in Vancouver. Trustees Zitko and Jepsen reported on PAC meetings attended.

16. Around the Boundary

Around the Boundary highlighting events from November was presented.

Meeting adjourned at 8:46 p.m.

Chairperson

Secretary-Treasurer



School Visitations

- **Christina Lake Elementary School**

I was able to attend the Christmas Concert and tour the new entrance way and outdoor classroom.

- **Perley Elementary School**

I attended the Perley Christmas Concert and visited classrooms.

- **Hutton Elementary School**

I was able to attend the Hutton Christmas Concert.

- **Grand Forks Secondary School**

I met with the Principal and Vice Principal and attended the Christmas Concert.

- **Greenwood Elementary School**

Visited classes and had a chance to meet with staff prior to the holidays.

- **Midway Elementary**

Visited classrooms and met with staff prior to the holidays.

- **West Boundary Elementary School**

Met with the Principal and Vice Principal and visited classrooms. I had a chance to attend the Christmas Concert.

- **Boundary Central Secondary School**

I had a chance to attend the showing of Les Miserables by the Drama Department.

- **Beaverdell Elementary School**

I attended the Christmas Concert held at the Beaverdell Community Hall.

- **Walker Development Center**

I attended the Walker Development Center Winter Luncheon

District Planning

- All Schools 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 completed and has been posted on the District website. Further pieces of the Framework will be completed by the end of January.
- All School Learning Plans will be shared with Students, Staff and the Community.
- District Plans to be shared with the Community and Ministry of Education by January 2017.
- SD51 Learns
 - ***Inquiry and Explorations – Co-learning Cohort!***
 - Leyton Schnellart /Mike Phelan – 15 Staff members
 - ***Building Inclusive Classrooms – Shelley Moore***
 - 18 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

- Learning Forward Conference – Vancouver – December 3-5

Meetings in District

- Board Agenda mtg.- December 6th
- SD51 Managers mtg. – December 7th
- Board Agenda mtg. - December 13th
- Perley Christmas Concert – December 13th
- SD51 Board of Education mtg. December 13th
- BCSSA Conference call December 14th
- GFSS Christmas Concert – December 14th

- West Boundary Elementary Christmas Concert – December 14th
- GoTo mtg. PVP and SBO staff -- December 15th
 - Helen Timperley book review conversations
- Ministry of Education Conference call - December 15th
- Mtg. with BDTA President -- December 19th
- Hutton Elementary Christmas Concert -- December 19th
- Mtg. with GFSS Principal and Vice Principal – December 19th
- Board Agenda mtg. -- December 20th
- Ministry of Education Conference call – December 20th
- CLES Christmas Concert – December 20th
- Mtg. with BDTA President -- December 21st
- Mtg. with GFSS VP – December 21st
- Walker Development Center Winter Luncheon – December 21st





Secretary-Treasurer's Report

J. Hanlon, Secretary-Treasurer

December 2016

Finances

We have received our final funding allocation for 2016/2017. I will provide an overview during the meeting.



Maintenance

Maintenance utilized the days over the break to catch up on work orders and spend time with their families.

Custodians

The custodians did a heavy clean of schools the week before school was back in session. They spent time with family over the break as well.

Christmas Events

I attended concerts at Perley, Hutton, Christina Lake, Beaverdell and the production of Les Miserables at Boundary Central Secondary. All shows and performances were very well done. Students and teachers do an excellent job.

Payroll Year End

Lynn Heriot in the Payroll Department worked over the Christmas break doing the payroll year end. This process is done at the end of the calendar year whereas the accounting year end process is done at the end of the fiscal year in the summer.



School Calendars

Proposed School Calendar for 2017/2018 has been circulated to schools to review with parents and staff.

Tree Inspections

We had trees at Perley assessed for safety reasons. For the winter months we will need to do some minor trimming, and then in the Spring we will need to remove at least three trees off of the Perley grounds.

Enrolment
Compared to December 31, 2016
Head Count

	December 31, 2016	November 30, 2016	Increase (Decrease)	September 30, 2016
Secondary				
BCSS	130	130	-	125
GFSS	351	351	-	356
Elementary				
BES	13	13	-	13
Big White	43	41	2.0000	41
CLES	78	78	-	76
GWD	33	33	-	33
Hutton	266	266	-	264
MES	38	38	-	39
Perley	232	228	4.0000	226
WBES	90	90	-	87
Alternate School				
Walker	34	34	-	33
Total	1308.0000	1302.0000	6.0000	1293.0000

Expenditure Report

Object Title	December	YTD	ENCUMBERED	BUDGET	Remaining	%
10 Principal & Vice Principal Sal	90,308.20	541,849.20		1,107,135	565,286	51
11 Teacher Salaries	591,564.84	2,358,458.90		5,950,311	3,591,852	60
12 Non-Teachers Salaries	268,485.54	1,190,132.86		3,132,219	1,942,086	62
13 Management Salaries	35,078.43	210,470.58		435,703	225,232	52
14 Substitute Salaries	38,990.58	153,105.23		543,396	390,291	72
19 Trustees Indemnity	6,567.89	39,407.34		78,817	39,410	50
21 Statutory Benefits	30,298.93	166,987.77		607,687	440,699	73
22 Pension Plans	122,293.27	528,969.76		1,289,881	760,911	59
23 Medical And Life Benefits	59,963.53	305,984.60		718,780	412,795	57
31 Services	17,576.56	175,808.60	2,559.20	502,195	323,827	64
33 Student Transportation	9,711.73	52,369.83		81,733	29,363	36
34 Training & Travel	30,682.66	140,352.65		234,173	93,820	40
36 Rentals & Leases	2,887.50	16,857.50		33,528	16,671	50
37 Dues And Fees	188.6	53,935.78		66,190	12,254	19
39 Insurance	787	29,155.28		66,200	37,045	56
51 Supplies	98,103.91	339,222.35	5,709.98	974,894	629,962	58
54 Electricity	11,301.43	113,713.34		310,300	196,587	63
55 Heat	13,479.71	26,135.46		120,010	93,875	78
56 Water And Sewage	86.19	4,096.63		22,400	18,303	82
57 Garbage And Recycling	1,242.38	5,876.73		14,850	8,973	60
Totals	\$ 1,429,598.88	\$ 6,452,890.39	\$ 8,269.18	\$ 16,290,402.00	\$ 9,829,242.00	60



December 2016 Report

Director of Learning

Doug Lacey

Staff Learning and School Visits

- December 5th – Visited Mrs. Gross's Grade 2/3 classroom at Midway Elementary and observed a literacy lesson that was connected to a Science experiment carried out on the school grounds.
- December 7th – Participated in District Technology Inquiry Team Meeting
- December 8th – Participated in conference call of with lead of the Ministry Audit Team
- December 14th – Attended Perley Elementary School's annual Christmas Concert
- December 14th – Attended Grand Forks Secondary School's annual Christmas Concert
- December 15th – Attended the Midway/Greenwood Elementary Schools' annual Christmas Concert
- December 19th – Attended Perley Elementary School's annual Christmas Concert
- December 19th – Attended Boundary Central Secondary School's musical production of "Les Mis"
- December 20th – Attended Christina Lake Elementary School's annual Christmas Concert
- December 21st – Attended the annual Walker Development Centre Holiday Luncheon
- December 22nd – Attended Beaverdell Elementary School's annual Christmas Concert

Provincial/Regional/Community Meetings

- December 1st and 2nd – Attended Regional First Nations Education Council meetings in Cranbrook, BC
- December 5th – Chaired the regular monthly meeting of BISM
- December 6th – Participated in convening meeting of the Boundary Early Years Intervention Committee

- December 6th – Participated in MyEducationBC leaders conference call regarding upgrades of system
- December 7th – Participated in Regional BC CASE conference call
- December 7th - Participated in District Manager's meeting
- December 8th – Attended meeting of the Boundary Metis Association executive.
- December 12th – Participated in meeting of SKY directors.
- December 13th – Participated in regular meetings of the Board of Education
- December 15th - Participated in District Leadership go-to meeting
- December 16th – Participated in conference call with MyBlueprint regarding possibilities of creating student digital portfolios for elementary students
- December 19th – Participated in BDTA local language review with BDTA president and senior staff
- December 21st – Participated in BDTA local language review with BDTA president and senior staff
- December 21st – Participated in Education Assistant interview for position at Big White Community School
- December 28th – Interviewed potential Education Assistant for causal call-out list.

SCHOOL DISTRICT NO. 51 (BOUNDARY)
P O L I C Y

SECTION	TITLE	NO.
STUDENTS	<u>Video Surveillance – School Buses</u>	

DATE ADOPTED:

DATE AMENDED:

On-board surveillance is to be conducted only for the purposes of promoting bus safety and discipline. Electronic surveillance will be conducted in accordance with the regulations and is not to be conducted for any other purpose.

Recognizing that electronic surveillance can be useful in promoting safety and in minimizing disputes and acknowledging that electronic surveillance of students and staff is a sensitive issue, and should only be carried out to ensure safety, order and discipline, including vandalism.

R E G U L A T I O N S

1. Notice to Students and Parents

The District will issue a bulletin to advise students and parents that an electronic surveillance system is in place in the District's school bus or buses prior to the use of the system. On any bus equipped for electronic surveillance, the camera will be visible and signage will be posted.

2. Access to Cameras

Only supervisory staff and designated technical staff of the District shall have access to cameras.

3. Viewing of Video Recordings:

3.1 An individual who is the subject of video surveillance has the right to request access to the video recording in accordance with the provision of the Freedom of Information and Protection of Privacy Act.

3.2 Parents or guardians may be requested by the District to review a segment of a video recording related to a specific incident involving their child or children, unless the review might violate the privacy of a third party.

3.3 Video recordings may be released to third parties or applicants in conformance with the provisions contained in the Freedom of Information and Protection of Privacy Act of British Columbia or any rules and regulations therein. The Superintendent of Schools or designate shall ensure that a Video Recording

Release Form is completed before releasing video recordings to appropriate authorities or third parties.

3.4 Video monitors used to view video recordings shall not be located in public view.

3.5 A master log shall be maintained of all episodes of access to, or use of, video recordings.

4. Retention of Recordings

4.1 Recordings shall be erased within one (1) month unless they are being retained at the request of the Superintendent or designate, driver or parent/student for documentation related to a specific incident, or sent to the District's insurers as set out in 4.3.

4.2 Recordings retained under 4.1 shall be erased as soon as the incident in question has been resolved, except that if the recording has been used in the making of a decision about an individual, the recording must be kept for a minimum of one (1) year as required by the Freedom of Information and Protection of Privacy Act.

4.3 Where an incident raises a prospect of a legal claim against the District, the recording, or a copy of it, shall be sent to the District's insurers.

5. Review

5.1 The Superintendent of Schools or designate is responsible for the proper implementation and control of the video surveillance system.

Out-of-Province/Country Educational Travel Field Trips

The Board must be adequately indemnified against all liability concerned with the trips undertaken for Out-of-Province Educational Travel, (e.g. - medical coverage, loss of money, failure to travel due to sickness, etc.)

All students travelling to foreign countries, including the USA, on day or overnight trips, must have individual medical coverage.

All students travelling to foreign countries, including the U.S.A., must have valid ~~passport~~ **documentation for the country of entry and the Canadian requirements for returning to Canada**. The documentation must include a signed letter from the parent(s)/guardian(s) giving their son/daughter permission to travel and receive emergency medical treatment if required while travelling with the school group.

It is required that the lead teacher check **and confirm** with the borders or customs, **in writing**, to determine what specific travel documents **each student** may be required. **Each students travel documents should be checked.**

All students travelling to foreign countries may also be required to have an individual visa, and/or other specific documents as required by each country. Group visas are not acceptable.

Funds deposited for travel may be at risk if travel plans require cancellation or postponement. The financial failure of a travel agency may also result in loss of funds. Travel arrangements shall be made with travel agents that allow trip postponement/cancellation in the event of a travel safety threat. When travel agents are used for any travel, they must be covered by a travel assurance fund recognized by a provincial or federal government agency.