



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

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

School Board Office

Agenda

Call to Order

Presentations/Delegations

SD51 District NID Planning Committee

10 Minute Comment Period

Adoption of Agenda

Adoption of Minutes

February 10, 2015 – Regular Board Meeting Minutes

Report on In-Camera Meeting from February 10, 2015

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

Trustee Riddle declared a personal conflict of interest for a portion of the February 10, 2015 Board of Education Closed Meeting, and Trustee Jepsen declared a pecuniary conflict of interest for a portion of the February 10, 2015 Board of Education Closed meeting.

Correspondence

Nil

Business Items

1. Superintendent's Report

- February 2015 Report (Attachment)
- School Calendars (Attachment)

MOTION: "That the Board approve the school calendars as presented."

- Christina Lake Elementary 6/7 Vancouver/Victoria Field Trip (Attachment)

MOTION: "That the Board approval in principle the Christina Lake grade 6/7 Vancouver/Victoria field trip as presented."

- BCSS Sevec Exchange to Quebec Trip (Attachment)

MOTION: "That the Board give final approval to the Boundary Central Secondary School Sevec Exchange field trip to Quebec as presented."

2. Secretary-Treasurer's Report

- February 2015 Report (Attachment)
- Enrolment Report (Attachment)
- Expenditure Report (Attachment)

3. Director of Learning Report

- February 2015 Report (Attachment)

4. Acknowledgement of Traditional Lands (Attachment)

5. Provincial Budget Update

- BCSTA conference call

6. Talking Break

Professional Development – *What Impact on student learning does our staff professional development have?*

7. Committee Reports

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

MOTION: “That the Board approve for circulation Policy No. 5001 Suspension of Students.” (Attachment)

8. Trustee Reports

- | | |
|----------------------------------|-------------------------------------|
| • Rec Commission | * BCPSEA/BCSTA Rep Council |
| • BISM | * BCSTA Provincial Council |
| • BCSTA Kootenay Boundary Branch | * Okanagan Labour Relations Council |
| • District Literacy | * PAC Highlights |

Trustee Activities and Upcoming Events

BCSTA 111th AGM – April 16-19, 2015

Future Agenda Items

Next Board Meeting: April 7, 2015 – 6:00 p.m.
Boundary Learning Centre

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, February 10, 2015 at the School Board Office

The Chairperson called the meeting to order at 6:01 p.m.

Present:	Mrs. T. Rezansoff	Chairperson
	Mrs. C. Strukoff	Vice-Chair
	Mr. M. Danyluk	Trustee
	Mrs. K. Jepsen	Trustee
	Mr. D. Reid	Trustee
	Mrs. C. Riddle	Trustee
	Mrs. R. Zitko	Trustee
	Mr. K. Argue	Superintendent
	Mrs. J. Hanlon	Secretary-Treasurer
	Mr. D. Lacey	Director of Learning

Absent: Nil

Presentations/Delegations

Vice Principal Phelan and student Zach Donovan presented information on the BC Lions leadership program.

Adoption of Agenda

MOVED Riddle
2ND Zitko

“That the Agenda for February 10, 2015 be adopted as circulated.”

CARRIED

Adoption of Minutes

MOVED Danyluk
2ND Strukoff

“That the Minutes of the January 13, 2015 Board Meeting be adopted as circulated.”

CARRIED

Report on In-Camera Meeting from January 13, 2015

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

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

Correspondence

Nil

Business Items

1. Superintendent’s Report

The Superintendent reported on plans for the February 27, 2015 NID day, as well as highlighted the Erase Bullying and other events attended during January 2015.

- Grand Forks Secondary School Global Citizenship Club

MOVED Zitko
2ND Riddle

“That the Board approve in principle the Grand Forks Secondary School’s Global Citizenship Club Field Trip as presented.”

CARRIED

2. Secretary-Treasurer's Report

The Secretary-Treasurer presented her report for January 2015 along with the enrolment and expenditure reports.

3. Director of Learning Report

The Director of Learning reported on the January 2015 Inquiry Team meetings, the BCSS Cinderella production and the Grad ceremony held at Walker Development. He also reported on school visitations, Special Education and Student Services as well as other meetings attended in January.

4. Amended Budget Bylaw

MOVED Strukoff
2ND Riddle

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

CARRIED

MOVED Zitko
2ND Reid

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 51 (Boundary) (called the “Board”) to adopt the Amended Annual Budget of the Board for the fiscal year 2014/2015 pursuant to section 113 of the School Act, R.S.B.C., 1996, c. 412 as amended from time to time (called the “Act”).

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 51 (Boundary) Amended Annual Budget Bylaw for fiscal year 2014/2015.
3. The attached Statement 2 showing the estimated revenue and expense for the 2014/2015 fiscal year and the total budget bylaw amount of \$17,947,946 for the 2014/2015 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2014/2015.

CARRIED

MOVED Reid
2ND Riddle

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

CARRIED

5. Talking Break

Student Leadership was discussed.

6. Ministry of Education Innovation Teams

Chairperson Rezansoff reported on the January 29th meeting with the Ministry, BCTF, students, business and educational leaders from around the world to discuss the transformation of education. She also shared that the province is looking for innovation teams to be part of the research.

7. Tour of Facilities

Trustees will tour schools and facilities over the next few months.

8. BCSTA Provincial Council Meeting

The BCSTA motions were discussed. Trustee Strukoff was given direction on how to vote at the meeting.

9. Committee Reports

AbEd Committee - Nil

Finance Committee - Nil

Operations Committee - Nil

Policy Committee - Trustees Zitko and Reid reported and the following motion was made:

Moved Zitko
2ND Reid

“That the Board approve for circulation the following policy No. 5000 - District Code of Conduct for Students.”

CARRIED

10. Around the Boundary

January 2015 Around the Boundary was presented.

Meeting adjourned at 8:09 p.m.

Chairperson

Secretary-Treasurer

Kevin Argue
SD51 Superintendent of Schools
Month-End Report
February 2015



School Visitations

- **Boundary Central Secondary** – Visited classes and met with the Principal
- **Grand Forks Secondary** - Met with the Principal and Vice Principal and attended the Jr. Boys Basketball game
- **Perley Elementary School**– Met with the Principal
- **Greenwood Elementary School** –Met with the Principal
- **Hutton Elementary School** – Met with School team regarding a student and visited classrooms
- **West Boundary Elementary School** – Met with WBES Vice Principal and toured the school



District Planning

- Achievement Contract

The 4 Goals of the SD51 Achievement Contract for 2014-2015 are:

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





Ministry Initiatives

- Erase Bullying – Kevin Argue, Superintendent contact/Safe Schools Coordinator.

Meetings out of the District

- Attended the Safe Schools Coordinator Meeting in Richmond

Meetings in District

- Feb 3 Makers Day Conference call
- Feb 3 District NID Planning meeting
- Feb 4 Update meeting with Health Promoting Schools Coordinator
- Feb 4 Meeting with GFSS Admin re Gr. 8 cohort model
- Feb 6 Kootenay Boundary Superintendents Conference call
- Feb 10 Hutton Team and District meeting
- Feb 11 District Leadership Team meeting
- Feb 12 Learning Region Conference call
- Feb 16 BISM meeting
- Feb 17 District Leadership Team and Board Budget meeting
- Feb 23 District NID Planning meeting
- Feb 24 Policy meeting
- Feb 24 Ministry of Education conference call
- Feb 26 Regional BCSSA conference call
- Feb 26 Ministry of Education conference call
- Feb 27 SD51 District Non-Instructional Day

Upcoming Events

- March 4 Policy meeting
- March 5 District PAC meeting
- March 9 BCSTA Conference call
- March 10 Board meeting
- March 12 District Leadership Team
- March 12 GoTo meeting
- March 16 BISM meeting
- March 17 Trustee Tour of East SD51 sites
- March 18 Policy Committee meeting



Boundary Central Secondary
PROPOSED SCHOOL CALENDAR
2015 - 2016

Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day TBC
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
January	4	School Re-Opens after Winter Vacation
February	8	Family Day (School in session Tuesday to Friday this week)
	12	Friday - School in Session
March	17	School Closes for Spring Vacation (Last Day of classes)
	25	Good Friday
March	28	Easter Monday
April	4	School Re-Opens after Spring Vacation
May	23	Victoria Day (School in session Tuesday to Friday this week)
	27	Friday - School in Session
June	21	Last Day for Students.
	30	Administrative Day

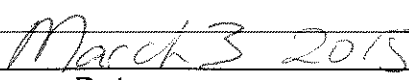
Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	7 hours 11 min
Minutes of Operation (Office Hours)	8:00 am to 4:00pm
Total Instructional Time	375 min/day
School Commences	8:19am
Lunch (start and end time)	12:16-12:56pm
Dismissal	3:30pm
Recess (start and end time) (elementary)	10:55-11:02am
Minutes in each block (secondary)	76,77,74,71,77 mins
Minutes between blocks (secondary)	3 min

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar



 Principal's Signature



 Date

Grand Forks Secondary School
PROPOSED SCHOOL CALENDAR
2015 - 2016

Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	2	School NID Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day TBC
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
January	4	School Re-Opens after Winter Vacation
	25-29	School Based/Provincial Exams
February	8	Family Day (School in session Tuesday to Friday this week)
	12	Friday - School in Session
March	17	School Closes for Spring Vacation (Last Day of classes)
	25	Good Friday
March	28	Easter Monday
April	4	School Re-Opens after Spring Vacation
May	23	Victoria Day (School in session Tuesday to Friday this week)
	27	Friday - School in Session
June	22-28	School Based/Provincial Exams
	29	Last Day for Students (Dismissal at 11:30 a.m.)
	30	Administrative Day

Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	7 hr 17 min
Minutes of Operation (Office Hours)	7:30 am to 4:15pm
Total Instructional Time	342 min/day (Elem) 375 min/day (Sec)
School Commences	8:18 am
Lunch (start and end time)	12:14 pm to 12:59 pm
Dismissal	3:31pm
Recess (start and end time) (elementary)	
Minutes in each block (secondary)	77, 76, 74, 71, 77
Minutes between blocks (secondary)	4 min. and one break of 5 min.

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar



Feb 26, 2015

Principal's Signature

Date

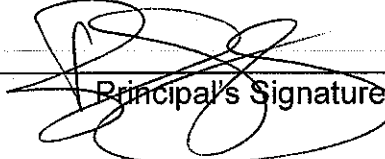
GES/MES
PROPOSED SCHOOL CALENDAR
2015 - 2016

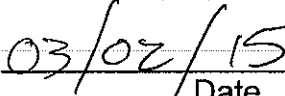
Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day TBC
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
January	4	School Re-Opens after Winter Vacation
February	8	Family Day (School in session Tuesday to Friday this week)
	12	Friday - School in Session
March	17	School Closes for Spring Vacation (Last Day of classes)
	25	Good Friday
March	28	Easter Monday
April	4	School Re-Opens after Spring Vacation
May	23	Victoria Day (School in session Tuesday to Friday this week)
	27	Friday - School in Session
June	29	Last Day for Students (Dismissal at 11:30 a.m.)
	30	Administrative Day

Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	
Minutes of Operation (Office Hours)	GES 8:15 – 3:15
Total Instructional Time	342 min/day (Elem) 375 min/day (Sec)
School Commences	GES 8:20 – 3:09 MES 8:35 – 3:18
Lunch (start and end time)	GES 12:30 – 1:22 MES 12:29 – 1:15
Dismissal	GES 3:09 MES 3:18
Recess (start and end time) (elementary)	GES 10:15 – 10:30 MES 10:45 - 11am
Minutes in each block (secondary)	
Minutes between blocks (secondary)	

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar


Principal's Signature


Date

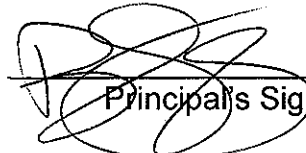
(West Boundary Elementary)
PROPOSED SCHOOL CALENDAR
2015 - 2016

Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day TBC
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
January	4	School Re-Opens after Winter Vacation
February	8	Family Day (School in session Tuesday to Friday this week)
	12	Friday - School in Session
March	17	School Closes for Spring Vacation (Last Day of classes)
	25	Good Friday
March	28	Easter Monday
April	4	School Re-Opens after Spring Vacation
May	23	Victoria Day (School in session Tuesday to Friday this week)
	27	Friday - School in Session
June	29	Last Day for Students (Dismissal at 11:30 a.m.)
	30	Administrative Day

Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	7 Hrs. 12 min
Minutes of Operation (Office Hours)	(510) 7:30 a.m. – 4:00 p.m.
Total Instructional Time	342 min/day (Elem) 375 min/day (Sec)
School Commences	8:19
Lunch (start and end time)	12:30 – 1:30
Dismissal	3:31
Recess (start and end time) (elementary)	10:15 – 10:45
Minutes in each block (secondary)	
Minutes between blocks (secondary)	

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar

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Principal's Signature

03/02/15 _____
Date

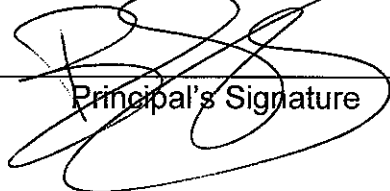
(Beaverdell Elementary)
PROPOSED SCHOOL CALENDAR
2015 - 2016

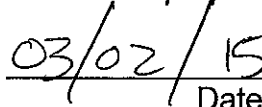
Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day TBC
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
January	4	School Re-Opens after Winter Vacation
February	8	Family Day (School in session Tuesday to Friday this week)
	12	Friday - School in Session
March	17	School Closes for Spring Vacation (Last Day of classes)
	25	Good Friday
March	28	Easter Monday
April	4	School Re-Opens after Spring Vacation
May	23	Victoria Day (School in session Tuesday to Friday this week)
	27	Friday - School in Session
June	29	Last Day for Students (Dismissal at 11:30 a.m.)
	30	Administrative Day

Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	6 Hrs. 57 min.
Minutes of Operation (Office Hours)	(510) 7:30 a.m. – 4:00 p.m.
Total Instructional Time	342 min/day (Elem) 375 min/day (Sec)
School Commences	8:20
Lunch (start and end time)	12:30 – 1:30
Dismissal	3:17
Recess (start and end time) (elementary)	10:15 – 10:30
Minutes in each block (secondary)	
Minutes between blocks (secondary)	

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar


Principal's Signature


Date

**Dr. D. A. Perley Elementary School
PROPOSED SCHOOL CALENDAR
2015 - 2016**

Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
January	4	School Re-Opens after Winter Vacation
February	8	Family Day (School in session Tuesday to Friday this week)
	12	Friday - School in Session
March	17	School Closes for Spring Vacation (Last Day of classes)
	25	Good Friday
March	28	Easter Monday
April	4	School Re-Opens after Spring Vacation
May	23	Victoria Day (School in session Tuesday to Friday this week)
	27	Friday - School in Session
June	29	Last Day for Students (Dismissal at 11:30 a.m.)
	30	Administrative Day

Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	6 hours 50 minutes 8:25 – 3:15
Minutes of Operation (Office Hours)	7:30 – 4:15 8 hours 45 minutes
Total Instructional Time	342 minutes/day
School Commences	8:25 am
Lunch (start and end time)	11:30 – 12:23
Dismissal	3:15
Recess (start and end time) (elementary)	1:30 – 1:45

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar



 Principal's Signature

Mar. 5/2015

 Date

**J.A. Hutton Elementary School
Proposed SCHOOL CALENDAR
2015 - 2016**

SP
Mar T-F
11-29

Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day TBC
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
January	4	School Re-Opens after Winter Vacation
February	8	Family Day (School in session Tuesday to Friday this week)
	12	Friday - School in Session
March	17	School Closes for Spring Vacation (Last Day of classes)
	25	Good Friday
March	28	Easter Monday
April	4	School Re-Opens after Spring Vacation
May	23	Victoria Day (School in session Tuesday to Friday this week)
	27	Friday - School in Session
June	29	Last Day for Students (Dismissal at 11:30 a.m.)
	30	Administrative Day

Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	6 hours 50 minutes
Minutes of Operation (Office Hours)	7:30 am – 4:20 pm
Total Instructional Time	342 min/day (Elem) 375 min/day (Sec)
School Commences	8:30 am
Lunch (start and end time)	11:52 am – 12:45 pm ?
Dismissal	3:20 pm
Recess (start and end time) (elementary)	2:05 pm – 2:20 pm ?

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar


Principal's Signature

 Mar 3, 2015
Date

Christina Lake Elementary School
PROPOSED SCHOOL CALENDAR
2015 - 2016

Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day TBC
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
January	4	School Re-Opens after Winter Vacation
February	8	Family Day (School in session Tuesday to Friday this week)
	12	Friday - School in Session
March	17	School Closes for Spring Vacation (Last Day of classes)
	25	Good Friday
March	28	Easter Monday
April	4	School Re-Opens after Spring Vacation
May	23	Victoria Day (School in session Tuesday to Friday this week)
	27	Friday - School in Session
June	29	Last Day for Students (Dismissal at 11:30 a.m.)
	30	Administrative Day

Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	6 hours, 42 minutes
Minutes of Operation (Office Hours)	510 minutes (7:30 am to 4:00 pm)
Total Instructional Time	342 min/day (Elem) 375 min/day (Sec)
School Commences	8:28 am
Lunch (start and end time)	11:30 am – 12:20 pm
Dismissal	3:15 pm
Recess (start and end time) (elementary)	10:00 am – 10:15 am

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar

Principal's Signature

Date

Big White Community School
PROPOSED SCHOOL CALENDAR
2015 - 2016

Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day TBC
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
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	27	Friday - School in Session
June	29	Last Day for Students (Dismissal at 11:30 a.m.)
	30	Administrative Day

Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	6 hours, 42 minutes
Minutes of Operation (Office Hours)	510 minutes (8:00 am – 4:30 pm)
Total Instructional Time	342 min/day (Elem) 375 min/day (Sec)
School Commences	8:28 am
Lunch (start and end time)	12:00 noon – 1:00 pm
Dismissal	3:30 pm
Recess (start and end time) (elementary)	10:00 am – 10:20 am
Minutes in each block (secondary)	n/a
Minutes between blocks (secondary)	n/a

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar

Principal's Signature

Date

Feb 19/15

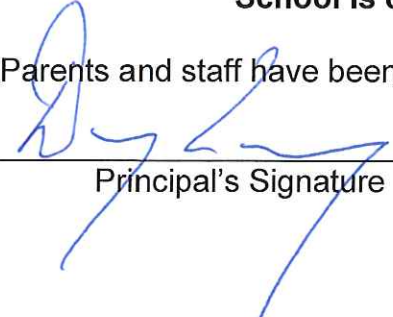
Walker Development Centre
PROPOSED SCHOOL CALENDAR
2015 - 2016

Month	Day	
August	31	District Professional Development Day
September	1	District Professional Development Day
	8	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	11	Friday - School in Session
October	12	Thanksgiving Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
	23	Provincial Professional Development Day TBC
November	11	Remembrance Day (School in session M, T, Th, F this week)
	13	Friday - School in Session
December	17	School Closes for Winter Vacation (Last day of classes)
January	4	School Re-Opens after Winter Vacation
February	8	Family Day (School in session Tuesday to Friday this week)
	12	Friday - School in Session
March	17	School Closes for Spring Vacation (Last Day of classes)
	25	Good Friday
March	28	Easter Monday
April	4	School Re-Opens after Spring Vacation
May	23	Victoria Day (School in session Tuesday to Friday this week)
	27	Friday - School in Session
June	29	Last Day for Students (Dismissal at 11:30 a.m.)
	30	Administrative Day


Days in Session	162
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Length of School Day (ie: 6 hrs 45 mins)	8 hrs 30 min
Minutes of Operation (Office Hours)	600 min
Total Instructional Time	
School Commences	8:30 am
Lunch (start and end time)	11:50 – 12:50
Dismissal	5:00 pm (3 days/week) 3:30 (1 day/week)
Recess (start and end time) (elementary)	
Minutes in each block (secondary)	
Minutes between blocks (secondary)	

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted and agree with this *proposed* calendar



 Principal's Signature



 Date



CHRISTINA LAKE ELEMENTARY SCHOOL

Memorandum

Box 240
49 Westlake Drive
Christina Lake, BC V0H 1E0

Telephone (250) 447-9423
Fax (250) 447-6443

To: Board of Trustees – School District No. 51 (Boundary)
From: B. Clemens, K. Nicolson
Date: February 25, 2015
Re: Grades 6/7 Vancouver/Victoria Field Trip – June 15-18, 2015

Enclosed please find information regarding our proposed “Vancouver-Victoria” field trip for the Board’s review and consideration.

APPENDIX B

SCHOOL DISTRICT No. 51 (Boundary)
APPLICATION FOR FIELD TRIPS
 Requiring Superintendent or Board Approval

TEACHER Kirsten Nicolson SCHOOL Christina Lake Elem.
 DATE OF APPLICATION Feb 17/15 DATE OF TRIP June 15-18/15
 ACTIVITY/DESTINATION Vancouver - Victoria Field Trip
 GRADE(S) 6 + 7 SUBJECT All

Please Check One Box: 1. Curricular ☒ 2. Extra-Curricular ☐

PLANNING:

GOALS OF TRIP To culminate a number of units in various subjects and celebrate the end of our year together while also encouraging increased independent needed for a successful transition to Gfss

ATTACH OUTLINE OF EDUCATIONAL ACTIVITIES (OUTLINE FOR PARENTS)

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

DATE OF PARENT INFORMATION MEETING (as required by policy) Monday-April 20/15

Number of Students Involved 23 Number & Names of Chaperones 6

Kirsten Nicolson
Brenda Clemens
4 parents - to be determined

TRIP COSTS:

METHOD OF TRAVEL	<u>SD #51 bus, transit, ferry</u>	\$ <u>4014.75</u>
LODGING ARRANGEMENTS	<u>UBC, Uvic</u>	\$ <u>3690.00</u>
MEALS	<u>snacks, healthy meals</u>	\$ <u>2370.00</u>
ADDITIONAL	<u>Entrance fees, TOC costs</u>	\$ <u>2126.63</u>
TOTAL COSTS		\$ <u>12201.38</u>

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

<u>Direct charge to students @ 140-ea</u>	\$ <u>3030.00</u>
<u>CUES PAC, fundraising</u>	\$ <u>7791.38</u>
<u>Capital for Kids Travel Grant (if successful)</u>	\$ <u>1380.00</u>

I have read the School District Field Trip Policy

Approved By [Signature]
 Principal

[Signature]
 Teacher
 Superintendent of Schools

- PLEASE NOTE:**
1. Prior to planning a trip, approval in principle must be obtained from the Superintendent or the Board, as per this policy.
 2. The Superintendent is to be provided with an updated itinerary and chaperone list if these were changed or unavailable at time of original submission.
 3. Applications for final approval must be submitted three months in advance for Board approval, 30 days in advance for superintendent approval.
 4. Attach a completed Field Trip Qualifications Checklist (Appendix C)
 5. Attach an itinerary
 6. A follow-up report is to be submitted to the principal

APPENDIX C

Field Trips Qualifications Checklist

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

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

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

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

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

Activity & Date: Vancouver-Victoria Trip Lead Teacher: Kirsten Nicolson
June 15-18

Training & Experience	Unqualified	Minimally Qualified	Moderately Qualified	Qualified
Local Knowledge	0	1	2	3
Certification/Qualifications	0	1	2	3
Equipment	0	1	2	3
Proven Decision Making Ability	0	1	2	3
Field Trip Experience	0	1	2	3
First Aid Training	0	1	2	3
Instructional Experience	0	1	2	3
Student Preparation	0	1	2	3
Chaperones/Supervisors	0	1	2	3

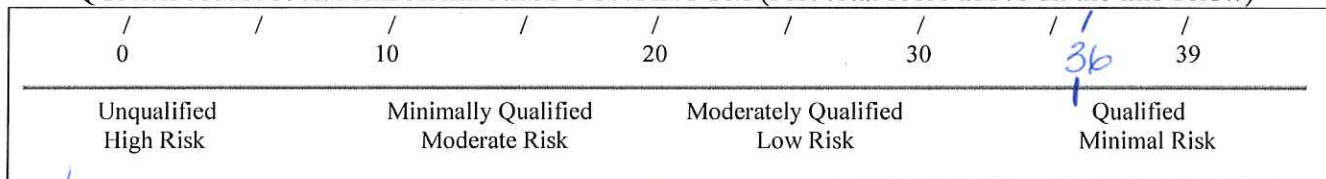
Location	High Risk	Moderate Risk	Low Risk	Minimal Risk
Severe Weather Probability	0	1	2	3
Terrain	0	1	2	3
Isolation	0	1	2	3
Environmental Hazards/Conditions	0	1	2	3

TOTAL = 36 / 39

Potential Hazards: _____

Other (A statement(s) regarding such factors as Emergency services availability, access to communications or other factors as may be applicable: We will have a parent chaperone with First Aid training

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



Teacher's Signature

Principal's Signature

Approved Yes ☒ No ☐

Date

Feb 25/15

School District No. 5 (Boundary) Generic FIELD TRIP CHECKLIST

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

Type of Field Trip:


1. Approved by Principal ☐ Walking Trip ☐ Single Day Trip
2. Approved by Superintendent: ☐ BC Trip (2 – 3 days) ☐ Single Day Trip to USA
(Application must be submitted 30 days prior to trip.)
3. Approved by Board ☒ BC Trip (4+ days) ☐ Out of Province ☐ International
(Applications must be submitted 3 months prior to trip. In addition, international field trips must be submitted 4 months prior to trip and prior to parent meetings for 'Approval in Principle', then again 2 months prior for final approval.)

Special Considerations:

☐ Moderate Risk

- ☒ Lead teacher has familiarized self with District Field Trip Policy (E – 4) and School Procedures
- ☒ Field trip application form completed (attached)
- ☒ Itinerary completed. Location/maps of outdoor activity areas provided. (attach)
- ☒ Parent information and consent form prepared (attach) *will be prepared in April
- ☒ Parent meeting planned (Out of Province, overnight and moderate risk trips)
Date: Monday, April 20th
- ☒ Field Trips Qualification Checklist completed (attached) (overnight, outdoor education, moderate risk, superintendent and Board approval field trips) Agreed to and signed by principal
- ☒ Transportation and accommodation arrangements
- ☒ Source of funds, fund raising
- ☐ Special arrangements for regular day ski trips, swimming, biking, etc.
- ☒ Appropriate chaperones in place (teacher to students = 1:30, adults to students = 1:10) (names attached) *Will be determine prior to April meeting
- ☐ Arrangements for educational training and safety instruction. Date: _____
- ☐ Leave forms (if required) completed, approved by principal
- ☒ Preparation of student lists with telephone numbers/medical numbers of all students and adults on trip. Copies for office, sponsor teachers and bus driver. Medical needs listed/reviewed.
- ☒ Arrangements for first aid person and kit
- ☒ Copy of district field trip policy and regulations, school policy, district emergency procedures

Submitted by:


(Teacher's Signature)


Date: Feb 17, 2015

Approved:


(Principal's Signature)

Date: Feb 25, 2015

From:  **Pete Kootnekoff**

February-13-15 9:01:37 AM 

Subject: 6/15/15-6/18/15 to Van/Vic

To:  **Kim Bartlett**  **Shawn Lockhart**

Cc:  **Dean Higashi**

Bus request

Mon June15-Thurs June18 CLES-Vancouver/Victoria Depart Mon June15 730am - return

Thurs June18 7:00pm. Confirmed

Pete Kootnekoff [Transportation Leadhand East]
School District # 51 [Boundary]
Cell # 250-442-7864
pete.kootnekoff@sd51.bc.ca

Vancouver-Victoria 2015

Day 1 – MONDAY – June 15, 2015

7:15 - 7:30	Pack Bus
7:30	Depart CLES
7:30 - 9:30	Travel to Osoyoos
9:30 - 10:00	Rest stop at City Park
10:00 - 12:30	Travel to Manning Park
12:30 - 1:30	Bag Lunch at Manning Park
1:30 - 3:00	Travel to Chilliwack
3:00 - 3:15	Rest stop
3:15 - 4:30	Travel to Vancouver
4:30	Arrive at UBC Dorms
4:30 - 5:45	Unpack, wash and dress for dinner
5:45 - 6:30	Travel to restaurant
6:30 - 7:45	Dine at Japanese Restaurant Osaka Teppanyaki 733-8258
7:45 - 8:15	Travel to UBC Aquatic Centre
8:15 - 9:30	Swim
9:30 - 9:45	Return to UBC Dorms
10:00	Lights out

Day 2 – TUESDAY – June 16, 2015

7:00 - 7:30	Arise
7:30 - 8:45	Breakfast at Place Vanier, pack bus & walking tour of UBC
8:45 - 9:30	Travel to Vancouver Aquarium
9:30 - 11:30	Vancouver Aquarium – self-guided tour
11:30 - 12 noon	Aquarium Bag Lunch
12:00 - 12:30	Travel to Science World
12:30	Check-in at Science World
	12:30-1:00 Displays
	1:00-1:40 Workshop "Neuro Adventure"
	2:00-3:00 Omnimax movie
	3:00-4:15 Displays
4:15	Depart
4:30-5:15	Skytrain (Canada Line) to Lansdowne Station
5:15 -6:00	Travel to Tsawwassen
6:00-6:30	Dinner at Tsawwassen Quay Market
7:00-8:30	"Spirit of BC" ferry to Swartz Bay
8:35-9:15	Travel to University of Victoria
9:15-10:00	Check in & snack
10:30	Lights out

Vancouver-Victoria 2015

Day 3 – WEDNESDAY – June 17, 2015

7:30	Arise
8:00-9:00	Breakfast at uVic, travel to Beacon Hill Park
9:00-10:45	Ocean Studies, snack (low tide 9:26/9:38 am)
10:45-11:00	Travel to Bug Zoo and pick up lunch from Willie's Bakery
11:00-12:15	Bug Zoo
12:15-1:00	Travel to BC Legislature, lunch on lawn
1:00-2:00	BC Legislature tour
2:00-2:45	snack, waterfront visit, walk to Royal BC Museum
2:45-5:00	Royal BC Museum
5:00-5:15	Walk to Milestones
5:15	Dinner at Milestones
6:30	Travel to Imax
7-9:00	Imax Theatre
9:00-10:00	Return to UVic, snack
10:00	Lights out!!

Day 4 – THURSDAY – June 18, 2015

6:00 - 7:00	Arise, wash up and pack bus
7:00 – 7:30	Breakfast
7:30 - 8:30	Travel to ferry terminal
9:00-10:30	Ferry to Tsawwassen
10:30-12:00	Travel to Chilliwack
12:00-1:00	Lunch at Cottonwood Mall
1:00-3:15	Travel to Princeton
3:15-3:30	Rest stop at Princeton
3:30-5:00	Travel to Osoyoos
5:00-5:15	Rest stop, snack
5:15-7:00	Travel to Christina Lake
7:00	home ☺ !!

Vancouver Field Trip 2015

Projected Cost Sheet – 23 students, 6 adults

EXPENSES

UBC Accommodations, including box breakfast	\$1080.00
SD 51 Bus costs,	\$3000.00
TOC costs (3x.5)	\$657.00
Osaka Teppanyaki.....	\$800.00
UBC Aquatic Centre (including locker charge)	\$135.00
Vancouver Aquarium	\$310.50
Vancouver Aquarium - Lunch	\$290.00
Science World	\$291.38
TransLink.....	\$87.25
Dinner at Tsawwassen Quay Market.....	\$290.00
BC Ferries (June 17)	\$463.75
uVIC Accommodations, including breakfast	\$2610.00
Bug Zoo	\$155.00
Willies Bakery	\$300.00
Royal BC Museum.....	\$195.00
Milestones	\$400.00
Imax.....	\$282.75
BC Ferries (June 19)	\$463.75
Cottonwood Mall	\$290.00
Emergency, souvenir/prizes	\$100.00
TOTAL Expenses	\$12201.38

PAC EXPENSES..... 9171.38

 ? UBC Accommodations

Direct charge income \$3030.00

 ? Direct Charge to Students (23 x \$140).....\$2330.00

 ? Direct Charge to Chaperones (5 x \$140)\$700.00

Expenses before grant..... \$12201.38

BCPCC grant- if successful \$1380.00

Direct charge 7791.38

Net cost \$10821.38

**GST paid (GST)

• Venue \$

2015 SEVEC (DRAFT) Itinerary for BCSS

au Québec...		
Date	Activity	Cost
Thursday March 12 th	6:30 am – Chartered Bus from BCSS 6:45 am – Rock Creek pick up at Petro Canada 7:15 am – Beaverdell pick up at General Store 8:30 am – Arrival at Kelowna International Airport 10:00 am – Flight departs to Toronto 5:00 pm (EST) – Arrival in Toronto 9:00 pm – Flight departs to Quebec City 10:20 pm – Arrival at Jean Lesage International Airport (Quebec City) 11:00 pm (Approximately) – Check in at Comfort Inn Airport	Lunch – Brown Bag Dinner – Brown Bag OR Spending Money for Airport Food \$50.00 if desiring to check a bag (both ways!) (17 X \$100.00 = \$1700.00)
Friday March 13 th	TBD - Chartered Bus to Collège des Hauts Sommets TBD - Travel to Host Family's home	
Saturday March 14 th	Host Family Day	
Sunday March 15 th	TBD - Travel back to Collège des Hauts Sommets	
Monday March 16 th		
Tuesday March 17 th		
Wednesday March 18 th		
Thursday March 19 th	TBD – Chartered Bus to Jean Lesage International Airport 6:00 am – Flight departs from Quebec City 8:00 am – Arrival in Toronto TBD – Activity in Toronto – CN Tower 15 minute walk to the Hockey Hall of Fame 6:30 pm – Flight to Kelowna International Airport 8:20 pm – Arrival in Kelowna 9:00 pm – Chartered Bus to Midway 10:45 pm – Rock Creek drop off 11:00 pm – Midway drop off	Spending money for Lunch and Dinner Luggage Storage Fee at The Travel Store – \$5.00 X 17 = \$85.00 Airport Rocket (Toronto Transit Commission) Bus to Downtown Toronto – \$3.00 X 2 X 17 = \$102.00 Spending money for lunch in Toronto. CN Tower – \$32.77 X 17 = \$557.09 (Hockey Hall of Fame – \$20.34 X 17 = \$345.78)
en Colombie-Britannique...		
Date	Activity	Cost
Friday April 10 th	10:30 am – BCSS Students depart from Midway via School Bus 12:50 pm – C.H.S. Arrival at Kelowna International Airport 1:30 pm – Depart to Big White via School Bus 2:30 pm – Arrival at Big White 4:00 pm – Check in at 'The Inn at Big White' 5:00 pm – Eat Pizza at Ski School/Kids Centre 6:00 pm – Movie and Games 10:00 pm – Room Check "Nightly Night!"	Costco Shop – Pizza, continental breakfast (fruit, yogurt, peanut butter, jam, breads), picnic lunch (buns, mayo, mustard, meat, cheese, prepared salads), jus and pop. (Approx. 34 X \$20.00 = \$680.00)
Saturday April 11 th	7:45 am to 8:45 am Breakfast at Inn 8:45 am to 9:15 am Get bags on bus! 9:15 am – 9:45 Get Rentals and Passes 9:45 am – Mandatory Ski and Snowboard Lessons 12:00 pm to 1:00 pm Lunch at the Happy Valley Lodge (picnic lunch) 5:00 pm – Depart Big White via School Bus	\$3661.87 for Accommodation, Ski/Board Lessons, Ski/Board Rentals, Lift Passes

	6:35 pm – Rock Creek drop off/Host Family pick up 6:50 pm – Midway drop off/Host Family pick up Dinner with Host Family	
Sunday April 12 th	Host Family Day	
Monday April 13 th	Come and experience a school day at BCSS! D A (French Kids to Slaney in A Block) BBC Possible Girls Soccer Game	
Tuesday April 14 th	8:30 am – C.H.S. Departs for Greenwood Museum via School Bus 8:45 am – Greenwood Museum Tour (25 mins) Courthouse/Jail (20 mins), Walking Tour/Scavenger Hunt (1 hour) 10:30 am – Depart to the Kettle River Museum via School Bus 12:15 pm – Lunch at BCSS (ABCCD) 1:00 pm – Depart to Kettle Valley Golf Club (all participants) via School Bus 5:30 – 6:30 Dinner at Golf Club 6:30 – Parent pick up at Kettle Valley Golf Club	By Donation (\$20.00) Dinner approx. \$200.00
Wednesday April 15 th	8:30 am – Depart for Osoyoos 9:30 am – Arrive at Nk'mip Desert Cultural Centre Repelling 11:30 am – Lunch 2:30 pm – Arrive at Kobau Bowling Centre (Shoes included) 4:30 pm – Depart for BCSS 6:00 pm – School Dance! (Formal wear required)n	Nk'mip Desert Cultural Centre 29 X \$10.50 = \$305.50 Repelling = (\$2000.00 approx)
Thursday April 16 th	(CDAAB) 8:20 am Arrive at BCSS via School Bus Walk to Midway Hiking Trails Hike to Top of Midway Mountain Council Chambers in Midway?/Police Station/Fire Hall????? 2:15 Depart BCSS to Mountain Valley Ranch via School Bus Outdoor games at Mountain Valley Ranch Banquet Dinner Bergandahl Barn Bash!	Banquet Costs – Potluck! Looking for a beef donation???
Friday April 17 th	3:30 am Chartered Bus departing Mountain Valley Ranch 3:45 am Rock Creek pick up	
Total Costs:		\$8176.00 (not including checked baggage) - \$ 600.00 Registration Fees - \$1000.00 PAC - \$ 275.00 Rose Zitko - \$ 885.80 Bottle Drive \$ 5415.20 remaining - \$ Beaverdell Dinner - \$ Midway Dinner - \$ Silent Auction - \$ Other Donations - \$ Bingo

Other Expenses	Costs
Initial Registration with SEVEC	\$850.00 (Half covered by BCSS)
Airfare to and from Quebec	Covered by SEVEC
Chartered bus to and from Airport (BC and Quebec)	Covered by SEVEC
Teachers on Call while Ms. Slaney and Mr. Bond are away and during a few hosting events	Covered by SD51 via French Funding
Bus expenses to various activities while in BC	Covered by SD51 via French Funding
All activity, food and lodging costs while in Quebec	Covered by Collèges des Hauts Sommets



[Home](#) » [home](#) » [FAQ](#)

Q. What is a SEVEC Youth Exchange?

A. A SEVEC Youth Exchange is a reciprocal, homestay exchange between two groups of Canadian youth, each in a different part of Canada. SEVEC exchanges are enriching, enhance learning and give participants an experience that lasts a lifetime.

Q. How would I know if I am eligible to apply?

A. The SEVEC Youth Exchanges Canada program is accessible to groups of youth comprised of a minimum of ten participants from a school or recognized community organization. The youth must be Canadian citizens, landed immigrants or have refugee status in Canada.

Q. What if I am an international student?

A. International and visiting students can participate in SEVEC exchanges; however, the group must cover their costs.

Q. How old are the youth that participate?

A. SEVEC Exchanges are designed for youth between the ages of 12 and 17 years.

Q. How long is an exchange?

A. Exchanges are typically 7 and 10 days for each group (including 2 days of allotted travel time).

Q. Where can I travel on an exchange?

A. Anywhere in Canada! SEVEC is active in all Canadian provinces and territories. Groups can request a specific destination or let SEVEC recommend one.

Q. When does our group travel and host?

A. Exchanges can take place any time of the year. Once approved for funding, the two groups discuss and agree on travel and hosting dates. SEVEC will then coordinate the travel arrangements.

Q. Do students miss school?

A. Yes, depending on the travel and hosting weeks, students could miss school. However, SEVEC, participating schools, and community associations recognize that experiential learning is a valuable complement to the school setting.

Q. How do I find a group to twin with?

A. If you already know of a group that you would like to exchange with, you can indicate their name and address on your application. Otherwise SEVEC will find a group for you by identifying a group that matches your own group's demographics and interests. Twinning groups is based on compatible group size, ages of youth and gender balance, as well as on similar themes or interests. Other factors in twinning groups include equitable provincial and territorial distribution, group participation history and budget considerations. Please note that identifying a group on your application does not automatically guarantee approval; SEVEC must still consider all of the factors mentioned above.

Q. How do I apply for an Exchange?

A. Applications are completed on-line at www.sevec.ca the Group Organizer.

Q. If my school or community group has travelled before, can I apply again?

A. Yes, certainly. We encourage groups to apply more than once. Selections are based on finding compatible twin groups, as well as providing equitable provincial distribution.

Q. When is the deadline to apply for an exchange?

A. There is no deadline – you can apply any time of the year. We suggest applying at least 4 months prior to your intended travel dates.

Q. When will I know if my application is accepted?

A. As soon as you submit an application online, you will receive an automated e-mail acknowledging receipt of your application. Generally, groups applying for a summer exchange are advised of their funding approval in early March. Groups applying for a school-year exchange are advised of their funding approval in early September.

Q. Does SEVEC provide any kind of training to the Group Organizer?

A. SEVEC provides on-going support and guidance throughout the exchange planning process. Once the groups have accepted their proposed twin group, SEVEC also coordinates a comprehensive orientation conference call with both group organizers to help you successfully plan your exchange. A detailed Group Organizer Handbook and interactive Prezi further ensure that Group Organizers are well versed in what it takes to have a successful exchange.

Q. How much will an exchange cost and who pays these costs?

A. Each group pays a membership fee of \$100 upon submitting an application, and then a participant registration fee of \$100 once an exchange has been approved and confirmed. The travel costs between community airports are paid for by SEVEC with funding from Exchanges Canada at the Department of Canadian Heritage. Participants are, however, liable for the full price of the ticket if they cancel and the group is not able to find a replacement up to 1 week prior to scheduled travel. In such cases, SEVEC will invoice the participant. The cost of local activities and excursions during the exchange is paid for by the groups through self-financing. The average cost per youth varies from \$150–\$500 depending on the activities and excursions chosen. Many groups organize fundraising events to help cover the cost of activities and local transportation when hosting their twin group.

Q. What kind of activities are involved?

A. The types of activities you do with your twin group should generally reflect the local culture, community, and history of where your group is located. Current guidelines from Canadian Heritage require that a minimum of 30% of each exchange week's activities be historical or heritage related. Additional activities may reflect specific thematic exchanges and can be organized accordingly for music, sports, leadership, outdoor education, anti-bullying discussions, and more. In collaboration with the twin group organizer, each group designs a hosting week program that shows off their own community and meets the objectives of each group's exchange learning plan and Canadian Heritage's guidelines. Please note that all participants in both groups must participate in all activities during both halves of the exchange.

Q. Who chooses the participants who get to go on the exchange?

A. Each group chooses their own participants. Groups may be existing school classes or community associations such as Scouts, Girl Guides, Boys and Girls Clubs, dance troupes, music clubs etc. Accompanying chaperones must be a minimum of 21 years old.

Q. What if I have youth that have been on a SEVEC exchange previously?

A. Youth are allowed to participate on more than one exchange. Group Organizers determine who is selected, however new members should be given priority over repeat applicants.

Q. How do I twin the youth?

A. Group Organizers develop twinning criteria together and a plan to facilitate good matches based on individual profiles, ages, interests, as well as on any allergies, medical concerns and/or special needs.

Q. Who arranges the travel and how do we get to our destination?

A. SEVEC pays for and arranges your group's travel by airplane, train or coach based on your requested dates. SEVEC will also arrange the airport transfer buses if your school is located 100 km or farther from the nearest airport. Groups who are closer to the airport organize their own airport transfers; however, SEVEC will reimburse them for this cost upon presentation of official invoices. (Please note that SEVEC's financial year is in line with the Government of Canada, therefore, all invoices must be submitted by February 15th in order to be reimbursed.)

Q. Where do we stay when we visit our hosts?

A. SEVEC exchanges are intended to be a reciprocal, homestay experience. Each youth participant is billeted in his or her selected twin's home; likewise, adult chaperones are expected to host each other. If there are circumstances in which a group is unable to billet in homes, either for cultural, space and/or safety and security reasons, it is possible to request and plan a common stay arrangement.

Q. How do I know the host family stay will be safe?

A. The safety and security of our exchange participants is SEVEC's number one priority. All host families must complete a strict screening process which includes providing references and/or having a home visit by the Group Organizer. SEVEC believes that the host family experience is a positive learning opportunity and creates a connection between the youth that would only occur outside of structured activities.

Q. Are there any insurances I need to get?

A. All SEVEC participants are covered by a group accident insurance plan during the two weeks of their exchange. Travel or cancellation insurance, which includes emergency hospital/medical insurance, is not part of SEVEC's plan however it can be purchased directly from our travel provider, or through family plans or independent insurance providers.

Q. What if there are any behavioural issues or other emergencies while on exchange?

A. Although a SEVEC representative is always available to discuss situations, the Group Organizers are responsible for the day-to-day supervision and overall group management. All emergencies and/or incidents are to be dealt with in a timely, appropriate and professional manner by the Group Organizer or another responsible adult from their school or organization. If there is an emergency situation while on exchange, please inform SEVEC at your first opportunity by calling the emergency phone line number that will be provided to you.

Q. What if I have youth that have special needs?

A. SEVEC strongly believes that all youth should have equal access to participation in the SEVEC Youth Exchanges Canada program. As such we provide limited funding to support the inclusion of youth with special needs or disabilities, from low-income households, rural or isolated areas and other needs on a case-by-case basis.

Q. What if I have other questions?

A. SEVEC staff is available Monday through Friday from 8:30am–4:30pm (Ottawa time) to answer any and all of your questions.

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



February Enrolment Count

The second enrolment count was done on February 13, 2015. Our headcount is 1274 which is an increase of 4 students since September. This month I have included the FTE comparisons to October 17, 2014. Our FTE is 1254.125 compared to 1,246.75 in September. The statistics show that 25.3% of our students are aboriginal and 10.74% are categorized special needs. We are funded on FTE not headcount.

Professional Development

Meetings Attended: February 3rd Health & Safety Conference in Kelowna
February 5th Leadership Series for BCASBO
February 27 Teacher Pro D

T4's

Lynn Heriot, Payroll Administrator, completed all the T4's in February.

Carbon Neutral Capital Grant

Our District has been successful in our application for monies toward a boiler replacement project at GFSS. We will receive \$82,235 from this grant. We will utilize AFG monies along with a Fortis rebate to complete this project at approximately \$230,000.

Budget Meetings

During the month of February we met with principals and trustees to plan for the 2015/2016 budget. We are looking at opportunities to help address educational challenges. The secondary schools are building their timetables and will have them completed by spring break. The elementary schools are also looking at configurations. Conversations are taking place with school staffs and timelines have been adjusted to facilitate the utilization of the Learning Improvement Funds in the most effective manner. We are currently looking for efficiencies in District Administration, Operations and Maintenance as well as Transportation.



We will receive our provincial funding allocation on March 12, 2015.

School District No. 51 (Boundary)

Enrolment

As of February 13, 2015

Head Count

School	February 13, 2015	October 17, 2014	Increase (Decrease)
Secondary			
BCSS	134	131	3.0000
GFSS	341	347	(6.0000)
Elementary			
Beaverdell	12	13	(1.0000)
Big White	41	32	9.0000
Christina Lake	72	74	(2.0000)
Greenwood	30	28	2.0000
John A. Hutton	238	237	1.0000
Midway	36	32	4.0000
Dr. D. A. Perley	241	247	(6.0000)
West Boundary	99	100	(1.0000)
Alternate School			
Walker	30	29	1.0000
Total	1274.0000	1270.0000	4.0000

School District No. 51 (Boundary)

Enrolment

As of February 13, 2015

Compared to October 17, 2014

FTE

	February 13, 2015	October 17, 2014	Increase (Decrease)
Secondary			
BCSS	131.75	131.75	-
GFSS	330.625	332.25	(1.6250)
Elementary			
BES	12	13	(1.0000)
Big White	41	32	9.0000
CLES	72	74	(2.0000)
GWD	30	28	2.0000
Hutton	238	237	1.0000
MES	36	32	4.0000
Perley	241	247	(6.0000)
WBES	99	100	(1.0000)
Alternate School			
Walker	22.75	19.75	3.0000
Total	1254.1250	1246.7500	7.3750

Expenditure Report

Object	Title	February	YTD	ENCUMBERED	BUDGET	Remaining	%
10	Principal & Vice Principal Sal	83,071.76	655,385.54		1,001,284	345,898	35
11	Teacher Salaries	588,556.83	3,101,511.33		5,488,555	2,387,044	43
12	Non-Teachers Salaries	147,149.33	1,657,778.03		2,965,285	1,307,507	44
13	Management Salaries	32,747.17	261,977.36		405,289	143,312	35
14	Substitute Salaries	23,894.38	189,029.61		490,056	301,026	61
19	Trustees Indemnity	6,473.67	51,059.30		76,727	25,668	33
21	Statutory Benifits	67,903.47	327,111.12		568,530	241,419	42
22	Pension Plans	117,281.71	767,404.59		1,360,461	593,056	44
23	Medical And Life Benifits	50,467.50	378,233.57		627,861	249,627	40
31	Services	21,528.90	255,287.87	15,606.26	578,320	307,426	53
33	Student Transportation	7,217.53	50,307.12		81,180	30,873	38
34	Training & Travel	15,742.06	111,008.10		260,202	149,194	57
36	Rentals & Leases	2,794.00	22,352.00		33,528	11,176	33
37	Dues And Fees	125	50,299.87		71,790	21,490	30
39	Insurance		64,457.26		67,400	2,943	4
51	Supplies	61,639.47	413,970.71	23,150.21	1,089,862	652,742	56
54	Electricity	9,542.30	145,672.75		275,560	129,887	47
55	Heat	21,729.94	87,780.21		152,350	64,570	42
56	Water And Sewage	3,049.04	9,053.29		24,650	15,597	63
57	Garbage And Recycling	1,225.11	8,358.58		15,000	6,641	44
Totals		1,262,139.17	8,608,038.21	38,756.47	15,633,890.00	6,987,096.00	45



Director of Learning Report

Doug Lacey
February 2015

Staff Learning

February 3rd	Facilitated sub-committee of the District Reading Assessment Inquiry Team to develop a rubric for evaluating reading assessment tools.
February 12th	Facilitated Kindergarten Teachers learning day and EDI administration
February 12th	Facilitated meeting of the Learning with District Technology Inquiry Learning Team
February 27th	Participated in the District Non-Instructional Day <ul style="list-style-type: none">Presented a keynote on new curriculum competencies and how they are tied to District Inquiry Learning TeamsParticipated in the continuing work of the District Reading Assessment Inquiry Learning team as we evaluated three different reading assessment instruments

Aboriginal Education

- Conferencing and support plans have been completed.
- CINDY ALBLAS, of Blackfoot descent, has begun workshops with the raven feather on tile encased in mirror. The second project will be a magnet with a pattern on it that duplicates the early beadwork of the Aboriginal people. This project will go home with students after the exhibit in June at the installation of the "Gateway Project".
- DAVID SEVEN DEERS, international artist, author and professional storyteller of Halkomelem ancestry is carving a Basalt Raven for the "Gateway project". Students will be visiting the site of the carving and learning first hand from David about carving techniques and the importance of the Raven to his culture.
- ELDERS CONNECTIONS – The elders group will continue to meet on Wednesday mornings with students in the Aboriginal Ed. Room.
- OPENING ACKNOWLEDGEMENT – The Aboriginal Advisory Council is advising the School Board regarding use of the following "Opening Acknowledgement".

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.

- All Our Relations

Other

- February 3 Participated in District/BDTA joint planning meeting for the February 27th District Non-Instructional Day
- February 6 Participated in a Webinar discussion about Dreambox Learning
- February 10 John A. Hutton Elementary School -- Participated in School Based Team Meeting
- February 11 Participated in Superintendent/Principal & Vice Principal Team meeting
- February 16 Participated in regular meeting of the Boundary Integrated Services Model (BISM) team
- February 16 Participated in regular Boundary Literacy Committee meeting at Selkirk College
- February 17 Participated in Trustee/District Leadership/School Leadership Budget Planning meeting
- Feb. 19–20 Attended the annual Alternative Education Conference in Vancouver with Walker Development Centre Team
- February 23 Participated in District/BDTA joint planning meeting for the February 27th District Non-Instructional Day
- February 25 Facilitated the regular meeting of the Aboriginal Education Advisory Council
- Feb. 3rd–27 Negotiated a price and organized a pilot of elementary classrooms across the district experimenting with Dreambox Learning – an adaptive learning technology platform for numeracy skills and concept building

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All Our Relations

SCHOOL DISTRICT NO. 51 (BOUNDARY)

P O L I C Y

SECTION	TITLE	NO. 5001
STUDENTS	<u>Suspension of Students</u>	

DATE ADOPTED: March 13, 2001

DATE AMENDED: April 13, 2010

It is the responsibility of every student to comply with the District Code of Conduct, the School Code of Conduct and any other relevant student behavior agreements in effect in School District No. 51. It is the responsibility of the Principal to ensure that students are familiar with the provisions of these Codes of Conduct and Policies.

The Superintendent of Schools, and School Principal and Vice-Principal are authorized to suspend students in accordance with the terms of the Policy and Regulations, and the applicable School Act provisions [ss.26, 85(2)(c)(ii), 85(2)(d), and 85(3)] if, in the opinion, of the Principal or Vice Principal the student has violated the District Code of Conduct, School Code of Conduct, school rules or other relevant student behavior agreements.

R E G U L A T I O N S

Suspensions of Up to 4 Days

1. A Principal or Vice-Principal may suspend a student for a period of up to 4 days. The Principal or Vice-Principal shall report the circumstances and duration of the suspension by letter to the parent(s) or guardian(s) of the student on the same day of the suspension. In addition, where possible, this information should be reported to the parent(s) or guardian(s) in person or by telephone. A copy of the letter shall be delivered immediately by email to the Superintendent.
2. The Board believes on those occasions requiring the suspension of a student, that the parent(s) or guardian(s) of the student will be contacted prior to the student leaving the care of the school. Where parental contact cannot be made prior to the student leaving the school by the end of the day, every reasonable effort be made by the school to establish contact with the parent(s) or guardian(s), outlining the circumstances on the day of suspension.
3. After a suspension, a student will not be released from the care of the school until arrangements for returning home have been made.

4. In cases where a student has received more than one suspension of 4 days or less in the course of the school year, the matter shall be referred to the Superintendent for consideration.
5. The Principal or Vice-Principal shall arrange for an educational program to be made available to the suspended student for the duration of their suspension, in accordance with Section 85(2)(d) of the School Act.

Suspensions of More Than 4 Days

1. In circumstances where a Principal or Vice-Principal determines that a student's conduct warrants a suspension for a period of more than 4 days, the Principal or Vice-Principal shall place the student on indefinite suspension. The Principal or Vice-Principal shall, consult with the Superintendent or designate prior to placing a student on indefinite suspension.
2. The Principal or Vice-Principal shall report the circumstances and duration of the suspension by letter to the parent(s) or guardian(s) of the student on the same day of the suspension. In addition, where possible, this information should be reported to the parent(s) or guardian(s) in person or by telephone. A copy of the letter shall be delivered immediately by email to the Superintendent
3. The student, parent(s) or guardian(s) and/or advocate shall attend a suspension meeting with the Superintendent or designate, and Principal or Vice-Principal or other individuals, as the Superintendent considers appropriate.
4. The parent(s) or guardian(s) of the students shall be provided with all materials which are provided to the Superintendent for the suspension meeting.
5. After the suspension meeting the Superintendent shall render a decision specifying the length of the student's suspension, and may establish conditions to be met prior to, and upon, the return of the student to school.
6. The Principal or Vice-Principal shall arrange for an educational program to be made available to the suspended student for the duration of their suspension, in accordance with Section 85(2)(d) of the School Act.

Refusal to Offer an Educational Program

The Board may refuse to offer an educational program to a student 16 years of age or older where that student:

- a) has repeatedly refused to comply with the District Code of Conduct, School Code of Conduct, school rules, other relevant student behavior agreements or other policies of the Board, or
- b) is negatively impacting the learning of others
- c) has failed to apply himself or herself to his/her studies; and
- d) after due warning, does not make a reasonable effort to reform, in the opinion of the Superintendent and the Principal.

1. Due warning shall include:

- a) Recording the date and reasons for the warnings and sharing this info with the student.
- b) Informing the parent(s) or guardian by letter that the student has been warned, and if the student fails to correct the behaviors in question it could lead to the Board refusing to offer the student an educational program.
- c) Sending a copy of the letter of warning to the Superintendent.
- d) Arranging, for an interview with the parent(s) or guardian(s) of the student at the school when necessary.

2. If the student fails to make a reasonable effort to reform, the Principal shall refer the issue to the Superintendent for final determination.

Appeals

Suspensions may be appealed directly to the Board in accordance with Policy 1140: appeal Process and Appeals Procedure Bylaw.