



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

May 9, 2017 at 6:00 p.m.

School Board Office

Agenda

Call to Order

Opening Acknowledgement

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

Presentations/Delegations

- Perley Elementary Learning In-depth
- Ecuador Trip

10 Minute Comment Period

Adoption of Agenda

Adoption of Minutes

April 11, 2017 – Regular Board Meeting Minutes

Report on In-Camera Meeting from April 11, 2017

The Board discussed personnel issues, properties/facilities, business items, as well as the implementation of the Memorandum of Agreement. Board Chair Rezansoff declared a non-pecuniary conflict of interest for a portion of the April 11, 2017 Board of Education Closed meeting.

Correspondence

Nil

Business Items

1. Superintendent's Report

- April 2017 Report (Attachment)
- School Fees (Attachments)

MOTION: "That the Board approve the School Fees for 2017-2018, as presented."

- School Calendars - amendment
- Field Trips Approved to Date

2. Secretary-Treasurer's Report

- April 2017 Report (Attachments)
- Enrolment Report (Attachment)
- Expenditure Report (Attachment)

3. Capital Plan 2017/2018

MOTION: "That the Board of Education unanimously agrees to give the Capital Project Bylaw No. 2017/18-CPSD51-01 all three readings at this meeting of May 9, 2017."

MOTION: A BYLAW by the Board of Education of School District No. 51 (Boundary) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved the Board's Capital Plan.

NOW THEREFORE the Board agrees to the following:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project(s); and,
- (d) maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of March 17, 2017 from the 2017/18 Capital Plan is hereby adopted.
2. This Bylaw may be cited as School District No.51 (Boundary) Capital Bylaw No.2017/18-CPSD51-01.

MOTION: "That the Board of School District No. 51 (Boundary) approve the Capital Project Bylaw No. 2017/18-CPSD51-01 as read a first, second and third time, passed and adopted the 9th day of May 2017."

4. Director of Learning Report

- April 2017 Report (Attachment)

5. Framework For Supporting Student Success

6. Staff Retirement Recognition

7. Talking Break

- What jumped out at you from the consultation feedback?

8. Committee Reports

- AbEd Committee
- Finance Committee
- Operations Committee
- Policy Committee (Attachments)

MOTION: “That the Board approve and adopt the policies:
Video Surveillance – School Buses
Safety of Students and Staff – Maintenance of Order School Act Section 177.”

9. Trustee Reports

- | | |
|----------------------------------|-------------------------------|
| • Rec Commission | * BCPSEA/BCSTA Rep Council |
| • BISM | * BCSTA Provincial Council |
| • BCSTA Kootenay Boundary Branch | * District Literacy |
| • PAC Highlights | * BCSTA 113 th AGM |

10. Around the Boundary April 2017

Trustee Activities and Upcoming Events

- BCSS Graduation – June 10, 2017 at 11:00 a.m., Boundary Expo Rec Center
- GFSS Graduation – June 17, 2017 at 4:30 p.m., Grand Forks Arena
- Walker Development Centre – June 23, 2017 at 4:00 p.m. at Walker Development

Future Agenda Items

Next Board Meeting: June 13, 2017
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, April 11, 2017 at the Boundary Learning Centre

The Chairperson called the meeting to order at 6:00 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

Acknowledgement of the Aboriginal peoples and ancestors.

Presentations/Delegations

- Angela Bragg and Anna Lautard did a presentation on competencies and inclusive classrooms.

Adoption of Agenda

MOVED Zitko
2ND Reid

"That the Agenda for April 11, 2017 be adopted as presented."

CARRIED

Adoption of Minutes

MOVED Strukoff
2ND Jepsen

"That the March 14, 2017 Regular Board Meeting minutes be adopted as circulated."

CARRIED

Report on In-Camera Meeting from March 14, 2017

The Board discussed personnel issues, properties/facilities, business items, and the BCTF and BCPSEA Letter of Agreement on Class Size and Composition.

Correspondence

Nil

Business Items

1. Superintendent's Report

The Superintendent reported on meetings with Principals, the Co-Learners Group as well as meetings in and out of the District. The Superintendent reported on field trip requests. The following motion was made:

MOVED Reid
2ND Zitko

"That the Board of Education approve the grade 6/7 D.A. Perley Elementary field trip request to various locations in Idaho and Washington, USA."

DEFEATED

The Board would like to encourage the organizing teachers for the grade 6/7 D.A. Perley Elementary field trip to pursue, at this time, a field trip accessible to all students and one that would take place within Canada.

2. Secretary-Treasurer's Report

The Secretary-Treasurer presented the Operations/Transportation report for March 2017 and reported on the enrolment numbers and expenditures to date.

3. Director of Learning

The Director of Learning reported on March school visitations and meetings attended.

4. Financial Framework for Supporting Student Success

The Secretary-Treasurer reported on the changes made to the funding formula.

5. Evolution of Learning

The Superintendent presented an update on consultations to date.

6. Talking Break

Discussed the value of letting students do self-assessments on the competencies.

7. Committee Reports

Nil

8. Trustee Reports

- BISM has scheduled ICM training with the community partners for May 12th.
- Trustee Zitko reported on PAC highlights from West Boundary Elementary
- BCSTA Kootenay Boundary Branch – September 15 to 17, 2017
- BCSTA 113th AGM – April 19 (pre-conference), April 20 to 22 for AGM

9. Around the Boundary

Presented Around the Boundary for March.

Meeting adjourned at 7:44 p.m.

Chairperson

Secretary-Treasurer



School Visitations

- **Perley Elementary School**
 - I was able to visit classrooms and meet with the Principal.
- **Grand Forks Secondary School**
 - I met with the Principal and Vice Principal and visited classrooms
 - I participated in the GFSS Staff consultation with SD51 Trustees, the Director of Learning and Secretary Treasurer
- **Hutton Elementary School**
 - Met the Principal and visited classes
 - Visited Kiera Angus' grade 6/7 class with Co-learners group
- **Christina Lake Elementary School/ Big White Community School**
 - I participated in the CLES/BWCS Staff consultation with SD51 Trustees, the Director of Learning and Secretary Treasurer
- **West Boundary Elementary and Boundary Central Secondary School**
 - I participated in the staff consultation with SD51 Trustees, the Director of Learning and Secretary Treasurer

District Planning

- All Schools have submitted their Spirals of Inquiry Growth Plans to the Board of Education after strengthening conversations with Judy Halbert and Linda Kaser
- The SD51 Framework for Enhancing Student Learning District Plan has been posted on the District website and sent into the Ministry of Education
- All School Learning Plans have been shared with Students, Staff and the Community
- District Plans have been shared with the Community and Ministry of Education

SD51 Learns

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

Meetings out of the District

- I attended the BCSTA AGM in Richmond April 20 – 22, 2017

Meetings in District

- SBO Staff mtg.- April 3rd
- Board Agenda mtg. – April 4th
- CLES/BWCS Staff Consultation – April 4th
- Community Consultation mtg. – Grand Forks – April 5th
- District Leadership Team mtg. – April 6th
- Community Consultation mtg. – Midway – April 6th
- Co- Learners – Leyton Schnellert day -- April 10th
- 4 Schools and BCSS Consultation -- April 10th
- Board of Education mtg. – April 11th
- Grand Forks Secondary School Staff consultation – April 12th
- Board Agenda mtg. – April 18th
- Budget mtg. #3 - Board of Education and SBO staff mtg.-- April 18th
- Regional Superintendent conference call – April 19th
- SD51 Managers mtg. – April 24th
- Human Early Learning mtg. – April 25th
- Policy mtg. – April 25th
- District Leadership team meeting – April 27th





Grand Forks Secondary
School Fees
2017 - 2018

Our school has fees	Y	N	
	Amount		
Athletic Fee Breakdown			
• Sr Basketball / Sr Volleyball	\$150		
• Jr Basketball / Jr Volleyball / Baseball / Sr Soccer	\$100		
• Golf / Gr 8 Basketball / Gr 8 Volleyball / Jr Soccer / Rugby	\$50		
• Swimming / Curling / Track and Field	Individual Fees		
<p>* At the discretion of the Athletic Director, partial refunds may be issued to parents when a season has been shortened or the number of competitions has been less than anticipated (this does not apply to students who quit partway through a season).</p>			
SECONDARY			
Student Council Fee	\$20		
Elective Course Fees:	\$TBD		
Other Optional Expenses:			
• Locks	\$8		
• Grad Ceremony Fee	\$25		
• Sports Team Uniform Deposit	\$60 to \$100		
• Yearbook	\$40/45		
• Band	\$Varies		
• Hockey Academy	\$NA		
• Lost Textbooks	\$ 30-50		
<p>Financial Hardship Information: GFSS has recommended the following fee structure with the understanding that no student will be prevented from participation due to financial hardship. A fund is created each year by the school to assist those students in need. Any request for support should be directed to either the school Principal or Athletic Director.</p>			
<p>Comments: (Sport team fees are based on a tier system which is designated by the level of team travel and tournament participation. Fees cover costs associated with tournament entry fees, refereeing and minor official costs, team first aid supplies, BC School Sports registration fees, sport specific team equipment, and uniform replacements where needed. These fees may be supplemented by team fundraising and school athletic account where needed. These fees do not cover costs for student accommodations on trips)</p>			
Signature:		Date: April 27, 2017	



BCSS
School Fees
2017 - 2018

Our school has fees	Y	*	N	
	Amount			
ELEMENTARY				
• Bus Trips (in District)				\$
• Bus Trips (out of District)				\$
• School Agenda				\$
• Ski Program				\$
• Swim Program				\$
• Other				\$
SECONDARY				
Student Council Fee				\$10.00
Elective Course Fees:				\$
Other Optional Expenses:				
• Locks				\$
• Grad Ceremony Fee				\$
• Sports Team Uniform Deposit				\$
• Yearbook				\$
• Band				\$
• Sports Team Fees				\$50.00
• Hockey Class (Ice fees)				
Financial Hardship Information:				\$
• No student will be left behind because of financial challenges.				
Comments:				
Signature:				



Walker Development Centre
School Fees
2017 - 2018

Our school has fees	Y		N	X
	Amount			
ELEMENTARY				
• Bus Trips (in District)	\$			
• Bus Trips (out of District)	\$			
• School Agenda	\$			
• Ski Program	\$			
• Swim Program	\$			
• Other	\$			
SECONDARY				
Student Council Fee	\$			
Elective Course Fees:	\$			
Other Optional Expenses:				
• Locks	\$			
• Grad Ceremony Fee	\$			
• Sports Team Uniform Deposit	\$			
• Yearbook	\$			
• Band	\$			
• Sports Team Fees				
• Other	\$			
Financial Hardship Information:	\$			
•				
Comments:				
<div style="position: relative; height: 100%;"> </div>				
Signature:				



Big White Community School
School Fees
2017 - 2018

Our school has fees	Y	N	<input checked="" type="checkbox"/>
	Amount		
ELEMENTARY			
• Bus Trips (in District)	\$		
• Bus Trips (out of District)	\$		
• School Agenda	\$		
• Ski Program	\$		
• Swim Program	\$		
• Other	\$		
SECONDARY			
Student Council Fee	\$		
Elective Course Fees:	\$		
Other Optional Expenses:			
• Locks	\$		
• Grad Ceremony Fee	\$		
• Sports Team Uniform Deposit	\$		
• Yearbook	\$		
• Band	\$		
• Sports Team Fees			
• Other	\$		
Financial Hardship Information:	\$		
• All students are included regardless of the ability to pay.			
Comments:			
Signature:			
			Date: April 11, 2017



Christina Lake Elementary School
School Fees
2017 - 2018

Our school has fees	Y	✓	N	
	Amount			
ELEMENTARY				
• Bus Trips (in District)	\$ n/c			
• Bus Trips (out of District)	\$ n/c			
• School Agenda	\$ n/c			
• Ski Program	\$67-150			
• Swim Program	\$ n/c			
• Field Trip (6/7-Kootenay/Okanagan)	\$120			
• Field Trip (primary, 4/5)	\$10-50			
• Sports Team Uniform Deposit (6/7)	\$60			
• Student Leadership Conference Fee (6/7)	\$45			
SECONDARY				
Student Council Fee	\$			
Elective Course Fees:	\$			
Other Optional Expenses:				
• Locks	\$			
• Grad Ceremony Fee	\$			
• Sports Team Uniform Deposit	\$			
• Yearbook	\$			
• Band	\$			
• Sports Team Fees				
• Other	\$			
Financial Hardship Information:	\$			
• All students are included regardless of ability to pay. Parent Advisory Council provided monetary assistance where necessary				
Comments:				
Signature:				
				Date: April 11, 2017



John A. Hutton Elementary

School Fees

2016 - 2017

Our school has fees	Y	N
	Amount	
ELEMENTARY		
• Bus Trips (in District)	\$2.00 maybe	
• Bus Trips (out of District)	\$	
• School Agenda	\$5.00	
• Ski Program	\$105.00max	
• Swim Program	\$15.00	
• Kindergarten for cooking and crafts	\$10.00	
SECONDARY		
Student Council Fee	\$	
Elective Course Fees:	\$	
Other Optional Expenses:		
• Locks	\$	
• Grad Ceremony Fee	\$	
• Sports Team Uniform Deposit	\$	
• Yearbook	\$	
• Band	\$	
• Hockey Academy	\$	
• Sports Team Fees	\$	
• Other	\$	
Financial Hardship Information:		
No child is ever prevented from participating in any event due to financial hardships.		
Comments:		
If bus trips are planned the fees usually come out of either ABED or the sports program or it is a planned event that has been paid through fundraising. PAC also contributes greatly to our programs.		
Signature: <i>M. Hutton</i>	Date: <i>May 1, 2017</i>	



(School Name)

School Fees

2017 - 2018


D.A. Reiley



Our school has fees	Y	N
	Amount	
ELEMENTARY		
• Bus Trips (in District)	\$	2.00
• Bus Trips (out of District)	\$	3.00 - 5.00
• School Agenda	\$	8.00
• Ski Program	\$	27.00 - 84.00
• Swim Program	\$	13.00
• Other	\$	
SECONDARY		
Student Council Fee	\$	
Elective Course Fees:	\$	
Other Optional Expenses:		
• Locks	\$	
• Grad Ceremony Fee	\$	
• Sports Team Uniform Deposit	\$	
• Yearbook	\$	
• Band	\$	
• Sports Team Fees		
• Other	\$	
Financial Hardship Information:	\$	
•		
Comments:		
Signature: <i>[Signature]</i>		



4Schools
School Fees
2017 - 2018

Our school has fees	Y	X	N	
	Amount			
ELEMENTARY				
• Bus Trips (in District)				\$
• Bus Trips (out of District)				\$
• School Supplies				\$40.00
• School Agenda				\$ 8.00
• Ski Program				\$35.00/time (approx.)
• Swim Program				\$ 5.00
• Other – Mystery Trip				\$ 5.00
SECONDARY				
Student Council Fee				\$
Elective Course Fees:				\$
Other Optional Expenses:				
• Locks				\$
• Grad Ceremony Fee				\$
• Sports Team Uniform Deposit				\$
• Yearbook				\$
• Band				\$
• Sports Team Fees				
• Other				\$
Financial Hardship Information:				\$
•				
Comments:				
Signature:			Date:	
			April 20, 2017	

School District No. 51 (Boundary)
SCHOOL CALENDAR- Amendment
2017 - 2018

Month	Day	
August	28	District Professional Development Day
September	5	School Opening Day (Dismissal at 11:30 a.m.) (School in session Tuesday to Friday this week)
	8	Friday - School in Session
October	9	Thanksgiving Day (School in session Tuesday to Friday this week)
	13	Friday - School in
	20	Provincial Professional Development Day TBC
October	30	Curriculum Day (School in Session 3 days Tuesday to Thursday)
December	21	School Closes for Winter Vacation
January	8	School Re-Opens after Winter Vacation
February	12	Family Day (School in session Tuesday to Friday this week)
	16	Friday - School in Session
March	15	School Closes for Spring Vacation (Last Day of classes)
April	3	School Re-Opens after Spring Vacation after Easter Monday (School in session Tuesday to Friday this week)
April	6	Friday - School in Session
May	21	Victoria Day (School in session Tuesday to Friday this week)
	25	Friday - School in Session
June	28	Last Day for Students (Dismissal at 11:30 a.m.)
	29	Administrative Day

Days in Session	163
Number of Days of Instruction	155
Number of Non-Instructional Days	6
Number of Administrative Days	1
Total Instructional Time	342 min/day (Elem) 375 min/day (Sec)

School is closed on Friday unless otherwise noted.

Parents and staff have been consulted on the **amendment** to the School Calendar.

Principal's Signature

Date



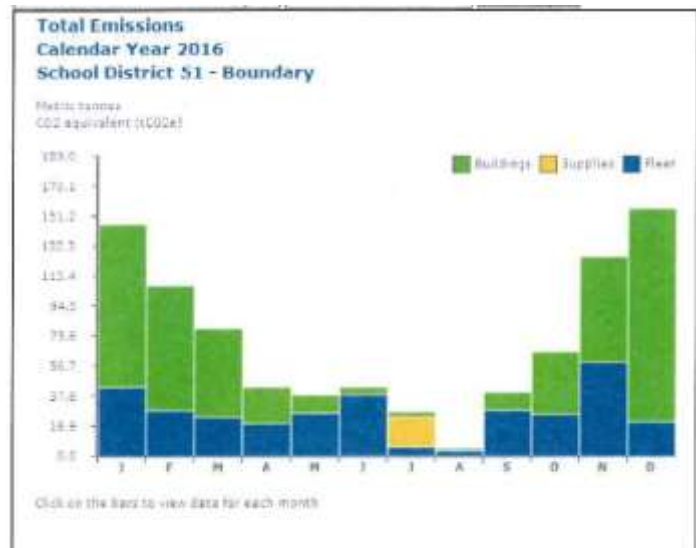
SECRETARY-TREASURER'S REPORT J. Hanlon, Secretary-Treasurer April 2017

Carbon Offset

The Carbon Neutral Government Regulation of the Greenhouse Gas Reduction Targets Act requires yearly reporting of greenhouse gas emissions. SD 51 did not experience any noticeable change in our carbon footprint in 2016, even with the colder weather experienced. The District owes the Pacific Carbon Trust \$15,700 for our 2016 emissions, and will receive a carbon tax rebate in the amount of \$25,392.51 for carbon taxes paid. We receive 100% of this rebate back, so in the end we gain \$9,692.

In May we will be working on the Carbon Neutral Action Report and Executive Summary that is yearly submitted to the Ministry. Charlene Wiebe works with the schools, Maury Turgeon, and Dean

Higashi to compile this report as well as the consumption data used for the analysis.



Enrolment

During the month of April, we continued to work on finances. We are closely monitoring our enrolment. We are now out of funding protection so we need to make sure we monitor our revenue so that we are not over estimating. I will present the current figures showing the kindergarten enrolment for September 2017 compared to what we projected in February.

Operations/Finance

The Operations Committee looked at the allocation of the Annual Facilities Grant monies. At the Board of Education meeting we will be passing the bylaw for all Capital Projects approved for 2017/2018. We also updated our five-year plan for computer and equipment replacement. These replacement funds are budgeted in Local Capital. We are still confirming staffing allocations with schools and have submitted our Classroom Enhancement Fund plan. This Fund will fund teachers we need to hire due to the reinstatement of the 2001 language. The 2017/2018 budget will be passed at the June meeting.

Other Activities and Reports for April

- Third quarter GRE (Government Reporting Entity)
- EDAS file
- Carbon Neutral – SmartTool Data Load
- Staff Planning for 2017-2018
- Completion of our staff and community consultations
- The student talent show at Hutton Elementary



School District No. 51 (Boundary)
1701 Enrolment
as of April 30, 2017
Head Count

	April 30, 2017	September 30, 2016	Increase (Decrease)
Secondary			
BCSS	131	125	6.0000
GFSS	343	356	(13.0000)
Elementary			
BES	14	13	1.0000
Big White	37	41	(4.0000)
CLES	79	76	3.0000
GWD	34	32	2.0000
Hutton	270	264	6.0000
MES	36	39	(3.0000)
Perley	229	226	3.0000
WBES	89	88	1.0000
Alternate School			
Walker	38	33	5.0000
Total	1300.0000	1293.0000	7.0000



Expenditure Report

Object	Title	April	YTD	ENCUMBERED	BUDGET	Remaining	%
10	Principal & Vice Principal Sal	94,205.47	918,704.50		1,107,135	188,431	17
11	Teacher Salaries	597,051.72	4,741,743.07		5,950,311	1,208,568	20
12	Non-Teachers Salaries	264,022.36	2,374,156.05		3,175,899	801,743	25
13	Management Salaries	36,177.76	355,181.62		435,703	80,521	18
14	Substitute Salaries	25,590.79	285,672.92		482,196	196,523	41
19	Trustees Indemnity	6,567.89	65,678.90		78,817	13,138	17
21	Statutory Benefits	74,360.54	476,032.77		610,068	134,035	22
22	Pension Plans	115,415.40	999,366.32		1,294,028	294,662	23
23	Medical And Life Benefits	64,484.68	534,193.15		647,456	113,263	17
31	Services	55,983.37	316,011.01	7,159.27	602,083	278,913	46
33	Student Transportation	5,370.64	105,370.98		110,733	5,362	5
34	Training & Travel	30,887.10	197,528.66		230,373	32,844	14
36	Rentals & Leases	5,588.00	27,940.00		33,528	5,588	17
37	Dues And Fees	88.6	54,149.38		66,190	12,041	18
39	Insurance		49,979.60		66,200	16,220	25
51	Supplies	61,131.63	543,498.49	17,578.58	1,071,308	510,231	39
54	Electricity	11,883.72	240,193.77		310,300	70,106	23
55	Heat	13,271.33	102,133.97		120,010	17,876	15
56	Water And Sewage	749.25	10,570.55		22,400	11,829	53
57	Garbage And Recycling	1,633.40	13,696.95		14,850	1,153	8
Totals		\$ 1,464,463.65	\$ 12,411,802.66	\$ 24,737.85	\$ 16,429,588.00	\$ 3,993,047.00	24



April 2017 Report

Director of Learning

Doug Lacey

Staff Learning and School Visits

- April 4th – Participated in Christina lake Elementary/Big White Community School Staff Consultation
- April 5th – Participated in East Boundary Community Consultation
- April 6th – Participated in Principal/Vice Principal/District Leadership Meeting
- April 6th – Participated in West Boundary Community Consultation
- April 10th – Participated in Leyton Schnellert Co-Learning Cohort Session
- April 11th – Participated in Four Schools/Boundary Central Secondary Staff Consultation
- April 12th - Participated in Grand Forks Secondary/Walker Development Centre Staff Consultation
- April 13th – Made afternoon classroom visitations at Grand Forks Secondary
- April 27th – Participated in Principal/Vice Principal/District Leadership Meeting

Provincial/Regional/Community Meetings

- April 3rd - Chaired monthly meeting of the Boundary Integrated Services Model (BISM)
- April 4th – Participated in regular meeting of the Early Years Intervention Committee
- April 5th – Participated in Ministry of Education Conference call
- April 5th – Participated in Regional Environmental Education Conference call for planning session on David Sobel visiting the Kootenays in October
- April 5th – Participated in planning conference call for UBC Human Early Learning Partnership visiting the Boundary
- April 4th – Participated in CYMHSU Local Action Team Substance Use Sub-Committee

- April 11th – Participated in Boundary stakeholder sharing of Opioid use in the Boundary
- April 11th - Participated in the monthly meeting of the Board of Education
- April 12th – Participated in Interior Health CYMHSU Co-Chairs/Leads conference call
- April 12th – Participated in a conference call of the Kootenay-Boundary Environmental Education Steering Committee
- April 18th – Participated in Board of Education Trustee Budget planning meeting
- April 19th – Participated in meeting of the CYMHSU Local Action Team
- April 25th – Participated in UBC Human Early Learning Project sessions for School Principals/Vice Principal, Aboriginal Education Advisory Council and Community, and Boundary Early Years providers and BFISS staff on EDI and MDI data trends for the Boundary
- April 26th – Chaired regular meeting of the Boundary Aboriginal Education Advisory Council



SCHOOL DISTRICT NO. 51 (BOUNDARY)

P O L I C Y

SECTION	TITLE	NO. 2071
FINANCE & FACILITIES	<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 where circumstances have shown it necessary 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 is visible. Students will also be advised verbally by the driver.

2. Access to Cameras

Only supervisory staff and designated technical staff of the District and/or busing service provider 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 there under. 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 unless earlier erasure is authorized by or on behalf of the individual.

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 management of the bus service provider is responsible for the proper implementation and control of the video surveillance system.

5.2 The Superintendent or designate shall be responsible for conducting a review at least annually to ensure that this administrative procedure is being adhered to and to make a report to the Board.

Safety of Students and Staff – Maintenance of Order

SCHOOL ACT - SECTION 177

Policy

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

Background

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

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

Maintenance of order

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

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

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

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

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

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

“**school**” means

(a) a body of students that is organized as a unit for educational purposes under the supervision of a principal, vice principal or director of learning,

(b) the teachers and other staff members associated with the unit, and

(c) the facilities associated with the unit,

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

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

Regulations

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

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

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

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

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