



## School District No. 51 (Boundary)

Regular Meeting of the Board of Education

November 10, 2020 at 6:00 p.m.

Boundary Central Secondary School

### Agenda

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#### **Call to Order**

#### **Opening Acknowledgement**

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

#### **10 Minute Comment Period**

#### **Adoption of Agenda**

#### **Adoption of Minutes**

October 13, 2020 – Regular Meeting Minutes

#### **Report on In-Camera Meeting from October 13, 2020**

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

#### **Correspondence**

Nil

#### **Business Items**

##### **1. Superintendent's Report**

- Report for October 2020 (Attachment)

##### **2. Secretary-Treasurer's Report**

- Report for October 2020 (Attachment)
- Expenditure Report (Attachment)
- Budget Update (Attachment)

##### **3. Presentation**

Digital Portfolios, Peter Scott

##### **4. Talking Break**

- What are the advantages of alternate forms of communicating student learning to more traditional forms.

##### **5. Strategic Planning (Attachment)**

**6. Board Committee Reports**

Indigenous Education Committee	GFSSAG
Finance/Operations Committee	Policy Committee
Student Trustee	

**7. Trustee Reports**

Rec Commission	BCPSEA
BISM	BCSTA Provincial Council
BCSTA Kootenay Boundary Branch	Okanagan Labour Relations Council
District Literacy	PAC Highlights

**8. Description & Discussion of Elected Positions (Attachment)**

**9. Election of Board Chair and Vice Chair**

The Superintendent will assume the Chair for the Board Chairperson selection proceedings. The Secretary-Treasurer will call for nominations for the position of Board Chair and will conduct the vote by ballot. The process will then be repeated for Vice Chair.

- **Election of Board Chair** VOTE (Beige)

MOTION: "That the Board elect \_\_\_\_\_ as the Board Chair for November 10, 2020 to November 9, 2021."

- **Election of Vice Chair** VOTE (Grey)

MOTION: "That the Board elect \_\_\_\_\_ as the Board Vice-Chair for November 10, 2020 to November 9, 2021."

The newly elected chair will proceed to chair the remainder of the meeting.

**10. Board Representatives for 2021 (Attachment)**

- Must be elected by January 15, 2021.

- **Election – BCSTA Provincial Councilor** VOTE (Baby Blue) and **Alternate** VOTE (Salmon)

MOTION: "That the Board elect \_\_\_\_\_ as the Trustee Representative to the BCSTA Provincial Council and \_\_\_\_\_ as the Alternate for 2021."

- **Election – BCPSEA Representative Council/BCSTA Bargaining Council Representative** VOTE (Teal) and **Alternate** VOTE (Bright Yellow)

MOTION: "That the Board elect \_\_\_\_\_ as the BCPSEA Representative Council/BCSTA Bargaining Council Representative and \_\_\_\_\_ as the Alternate for 2021."

- **Okanagan Labor Relations Council (OLRC) VOTE (Dark Purple)**

MOTION: "That the Board appoint \_\_\_\_\_ as the Trustee Representative to the Okanagan Labor Relations Council (OLRC) and Miranda Burdock, Secretary-Treasurer as the Alternate for 2021."

MOTION: That the ballots cast to nominate the chair and vice chair be destroyed."

#### **11. Board Committees and Representatives (Attachment)**

A list of Board Committees and Representatives is attached for Trustees' review and consideration.

#### **12. Around the Boundary**

##### **Trustee Activities and Upcoming Events**

- MOE Joint Partners Liaison Meetings – postponed
- BCSTA Trustee Academy – November 27-28, 2020 (Virtual)
- BCPSEA AGM – January 28, 2021
- BCSTA Provincial Council Meeting – February 19/20, 2021 (location tba)
- BCSTA AGM – April 16-18, 2021 (location tba)
- BCSTA Provincial Council – April 17, 2021 (location tba)

##### **Future Agenda Items**

**Next Board Meeting:**                      **December 8, 2020**  
    **6:00 p.m. at the School Board Office**

##### **Adjournment**

##### **QUESTION PERIOD**

The purpose of this portion of the Agenda is to provide the opportunity to members of the public, press, radio and staff to ask questions or request clarification on items placed on this evening's Regular Meeting Agenda.

Questions which do not arise from the Agenda may certainly be addressed. Points may be raised before or after the meeting days by approaching the Executive Officers or Chairperson. If such queries require formal address by the Board, they can be submitted, in writing, and considered for placement on the Agenda for subsequent meetings. Such inquiries are welcomed as many routine questions can be handled by the staff.

## School District No. 51 (Boundary)

Minutes of a Regular Meeting of the Board of Education of School District No. 51 (Boundary)  
held Tuesday, October 13, 2020 at the School Board Office

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The Chairperson called the meeting to order at 6:07 p.m.

Present:	Mrs. C. Strukoff	Chair
	Mrs. R. Zitko	Vice Chair
	Ms. B. Bird	Trustee
	Mr. M. Danyluk	Trustee
	Mrs. K. Jepsen	Trustee
	Ms. J. Massey	Trustee
	Mrs. L. Van Marck	Trustee
	Ms. M. Burdock	Secretary-Treasurer
	Ms. A. Lautard	Director of Learning
	Mr. K. Minette	Superintendent

Absent: Nil

Acknowledgement of the Indigenous peoples and ancestors.

### **Presentations/Delegations**

Nil

### **Adoption of Agenda**

MOVED Zitko  
2ND Massey

*"That the Agenda for October 13, 2020 be adopted as amended with the addition to the Report on In-camera Meeting that the Board approved up to \$75,000 in each of 2020/21 and 2021/22 school years to add staffing at the School Board Office to support the modernization of District processes."*

CARRIED

### **Adoption of Minutes**

MOVED Bird  
2ND Van Marck

*"That the June 9, 2020 Regular Board Meeting minutes be adopted as amended with clarification that the Board requested that Director of Learning Lautard request a Food Security proposal be brought back to the Board."*

CARRIED

### **Report on In-Camera Meeting from September 15, 2020**

- The Board discussed personnel issues, properties/facilities, business items as well as the Auditor's Report
- The Board approved up to \$75,000 in each of 2020/21 and 2021/22 school years to add staffing at the School Board Office to support the modernization of District processes.

### **Correspondence**

Nil

### **Business Items**

#### **1. Superintendent/Director of Learning's Report**

- Superintendent Minette presented his report for September 2020 and shared a brief clip from the video – *Truth* - to aid in the understanding of Orange Shirt Day. Superintendent Minette also shared the class size averages for 2020-2021 and gave a COVID-19 update.
- Director of Learning Lautard presented a proposal for a Food for Families Pilot Project for 2020-2021. The Board expressed their support for this project.

#### **2. Secretary-Treasurer's Report**

- Secretary-Treasurer Burdock presented her report for September 2020. She also presented briefing updates on Safe Return to School Grants – Spending Plans, the 2020/21 Enrolment/Operating as well as on the CEF/Remedy.

#### **3. Beaverdell Enrolment**

MOVED  
2ND Massey  
Zitko

["That the Board agree to postpone this discussion until the 2021/22 school year if, at the September 2021 Student Data Collection, the enrolment at Beaverdell Elementary School is eight or less"](#)

CARRIED

#### **4. Presentations/Delegations**

Andrew McKinlay, District Distance Learning teacher, gave an update on the District DL program.

#### **5. Talking Break**

Discussed the importance of having options for our students in these times.

#### **6. Trustee Handbook**

Board Chair Strukoff reported out. The Board discussed documents to include in the manual as well as preparing an Orientation Manual for new trustees. The completed manuals will be shared on the District website.

**7. Framework for Enhancing Student Success**

Superintendent Minette presented the SD51 School Plans.

**8. Committee Reports**

- Policy Committee – Policy No. 5131 was presented. The following motion was made:

MOVED Massey  
2ND Zitko

[“That the Board approve and adopt Policy No. 5131 - Community Student Learning \(Student Reporting\) as presented.”](#)

CARRIED

**9. Trustee Reports**

PAC – Trustees Massey and Van Marck reported out.

Rec Commission – Trustee Massey reported out.

BISM – Trustee Strukoff reported out.

BCSTSA KBB – Trustee Strukoff is the new BCSTA KBB president.

**10. Around the Boundary**

Nil

Meeting adjourned at 8:45 p.m.

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Chairperson

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Secretary-Treasurer



## Month-End Report for October 2020

**Ken Minette**  
**Superintendent of Schools**

### **School Restart**

October has been a good month. We continued to diligently work to normalize learning in schools, while still maintaining high standards for safety and well being across SD51.

Oct 2 – District Leadership Team meeting. Consensus was that there is a noticeable shift in student understanding of school protocols and bus protocols. Principals are feeling buoyed that they can focus more on educational needs.



Oct 5 - Kootenay Boundary BCSSA members ZOOM Meeting. Similar problems expressed across the region with communicating to staff regarding shifts in protocols, especially the BCCDC shift from 17 to 7 key symptoms for COVID-19.

The K-9 Reporting Order will be in legislation likely next September. This announcement has been coming for a while, and in preparation SD51 amended Reporting to Communicating Student Learning Policy. Communicating Student Learning guidelines were shared with all elementary schools to ensure consistent reporting structure throughout the district.

The structure for K-7 Communication of Student Learning is proficiency based, not grade based and must include a minimum of 3 comments/course including strengths, stretches and ways to improve.

Agenda



Grade 8 teachers are shifting from percentages to letter grades ONLY for the likely shift to Performance based reporting upon the release of K-9 Reporting Order.

#### Proficiency Scale

Emerging	Developing	Proficient	Extending
Student has an initial understanding of grade-level expectations	Student has a partial understanding of grade level expectations	Students has a complete understanding of grade level expectations	Student has a sophisticated understanding of grade level expectations



Release of **Framework for Enhancing Student Learning Policy** and **Enhancing Student Learning Reporting Order**  
The Framework Policy is a shift from the past Framework in that it explicitly states that districts must:

- Create and maintain a Strategic Plan,
- Annually report on Student Outcomes,
- Put systems in place to continuously improve educational outcomes for all students,
- Ensure equity in learning for Indigenous students, child and youth in care and students with diverse abilities.



The Enhancing Student Learning Reporting Order explicitly states what districts must, at a minimum, report on including:

- Intellectual Outcomes –
  - The 3-year trend for students that are on track(proficient) or extending in gr 4, 7 and 10 literacy and numeracy
  - The number of students that are completing grade to grade transitions on time
- Human and Social development –
  - The number and percent of Gr. 4, 7 and 10 students who:
    - Feel welcome, safe and have a sense of belonging in their school.
    - Feel there are two or more adults at their school who care about them.
- Career Development
  - The number of students who achieved a BC Dogwood within 5 years of starting Grade 8
  - The number of students transitioning to Canadian Post - secondary institutions with 1-3 years.

Oct 7 – Connected with Interior Health and Public Health Nurse. Reports of greater than 10% illness showing up in SD51. This reporting is a normal annual procedure for Flu season. With COVID-19 it is easier to reach 10% mark as we are now looking for both respiratory and gastrointestinal symptoms.

Meeting with Deputy Minister who reports cases of COVID-19 for children at less than 10% provincially and despite return to school the province has not seen an increase for COVID illness in BC children. BC School Sports is working with the Education Ministry to align sport opportunities with community sports. Schools have much more stringent guidelines. Basically, they are practicing and only in your cohorts.

October 15 – Two Indigenous Culture and Student Success Facilitator positions were posted. One for Greenwood/Midway and one for Grand Forks area. In addition, an Elder in Residence position was created so that we have an Indigenous knowledge keeper available to all schools. The person in this role will have many years of experience and lived knowledge of Indigenous Worldviews and Perspectives, First Peoples Principles of Learning and in-depth local knowledge of Indigenous People's culture, heritage and values. This person will share her/his wisdom with students and staff as well as share blessings appropriate to the region and give guidance regarding practices that may involve permission to use & share art, traditions, songs and stories.

October 21– Meeting with Deputy Minister who reports BC is managing COVID-19 well. Most cases are in Fraser Valley and Vancouver Coastal Health Authorities. Those cases of COVID-19 in schools mirror the cases starting in community. Ministry is noting high staff and student attendance across the Province. A report on COVID-19 Learning Loss from June focused on social emotional wellness. A new report on Learning Loss, expected to happen in near future, will attempt to capture potential academic learning loss from March to June 2020.

October 26 – Discussion with Cindy Pickering of Grand Forks Public Health. The # of reports of over 10% illness in Boundary schools possibly related to COVID-19 has slowed down. Four schools reported over 10% illness 4X, two schools reported 2X and remaining schools reported 0X. Discussion with Dr. Karin Goodison of Interior Health, confirmed no recent cases in our area and that risk of transmission is very low for the Boundary.

October 28 – Meeting with Deputy Minister who reports government is in interregnum – a caretaker stage during the election process. November 16<sup>th</sup> will be the earliest date new government will be sworn in. He noted that even if NDP win, there is no guarantee Rob Fleming will continue in role of Minister of Education. Further DM stated that Dr. Henry has indicated we are in the second wave, however even our increasing numbers are relatively low compared to other jurisdictions. To combat increase, new measures for the public were put in place including socializing at homes with your 'safe six' and a strong recommendation for wearing a mask in public places. Schools are considered controlled environments and their strong protocols have ensured a very low infection

rate. COVID-19 exposures entering schools tend to originate in community. Most cases are concentrated to Fraser Valley and Coastal Health regions.

October 28 & 29 – 2 days and 2 sessions with Carole Fullerton

### **Teaching Math in a New Age: Foregrounding Curriculum, Addressing Diversity and Assessing for Learning**

In this session Carole explored with Gr 4-9 teachers how to address diverse abilities that have been stretched even further by the pandemic. She also ‘talks triage’ – what’s most important in the numeracy curriculum...and how can we seamlessly assess to identify gaps in learning. Finally she shows how manipulatives and rich tasks support understanding of key math ideas.

### **Algebraic Thinking in Grades 4-9:**

#### **From Growing Patterns to Linear Relations, From Teeter Totters to Solving Equations**

In this session Carole skillfully traces the development through the grades of important algebraic ideas. She explores with teachers how to assist learners to make connections, see patterns, generalize and reason. Key 21<sup>st</sup> century numeracy skills. She demonstrates how conceptual understanding of algebra is contingent on a clear notion of equality, operating on integers and solving equations based in real-world situations. Playing with algebra tiles, colour tiles and sketching are integral to deepening learning of algebra.

October 30<sup>th</sup> - District Leadership Team meeting. Principals are very proud of their staffs and their professionalism in making kids feel welcome. Starting to examine RTI – Response to Instruction – 3 tiered approach to ensuring all students needs are met. A response to instruction approach is built on the premise that when universal supports are provided consistently for all students, in level 1, the majority of students will thrive. The underlying goal of RTI is preventing academic struggles and challenging behaviours, so that all students are successful. Response to instruction uses a 3-tiered pyramid to identify strategies, supports and interventions that address students’ academic and social-emotional needs. This work is being led by our new Principal of Student Support Services.



### **Meetings in District**

- ✓ Oct 2 DLT
- ✓ Oct 5 KB BCSSA  
New Teacher Orientation
- ✓ Oct 7 Meeting with Deputy Minister
- ✓ Oct 13 Board Meeting

- ✓ Oct 15 Meeting 4 Schools Principals
- ✓ Oct 21 Vital Wellness Meeting
  - Meet with BDTA
  - Meeting with Deputy Minister
  - Meet with Metis Assoc Rep
  - Systems Thinking – Anthony MacKay
- ✓ Oct 26 Interview 2 TTOC candidate
- ✓ Oct 27 Meeting with BDTA
- ✓ Oct 28 Meeting with Deputy Minister
- ✓ Oct 29 Curiosity and Inquiry
  - SharePoint – accessing Dashboards with Provincial school data
- ✓ Oct 30 DLT

## **Learning51 – 2020-2021**

- Truth and Reconciliation – Monique Gray Smith – Sept 25, 2020
- Numeracy Teaching and Learning – Grade 4 -7 - Carole Fullerton – October 28<sup>th</sup> & 29<sup>th</sup> and February 23<sup>rd</sup> & 24<sup>th</sup>
- Literacy Assessment and Intervention K-3 – Once classes are back in session
- Equity Scan - Once classes are back in session
- Computational Thinking – Transitioning/Scope and Sequence for K-8 - Shawn Lockhart and SD51 teachers
- Trauma Informed Practice
- Changing Results for Young Children

## **Changing Results for Young Children**

(Anna Lautard, Director of Learning)

As you may remember, CR4YC is a collaborative inquiry project that brings together community-based early childhood educators, Strong Start facilitators and primary teachers, so they can work collaboratively in six professional learning sessions with release time provided by the CR4YC project. We are very excited that our SD 51 team has five participants this year: three primary teachers, one Strong Start facilitator and one ECE from the COINS Aboriginal Head Start program. Our team works with educators from SD 8 and SD 20 through Zoom meetings, which are facilitated by a provincial CR4YC lead.

CR4YC focuses on social and emotional well-being to improve outcomes for young children. One of the CR4YC goals is to identify and apply a strengthened understanding of quality practices associated with improving the social and emotional well-being of young children. Educators pick a “wonder” child and use research-based best practices to help that child in their SEL journey. The strategies and frameworks put in place help not only the wonder child, but all the children in the program.

Another goal is to strengthen the relationship between early childhood educators and primary educators through collaboration around pedagogy, in particular the Early Learning Framework. Educators work together during those six sessions asking questions, listening to their peers and gaining a greater understanding of not only their practice, but also the many different approaches one can take in a classroom that will help students feel safe, confident and welcome. The program definitely builds educators “toolbox” so they can positively support children’s social emotional learning.



## Secretary-Treasurer's Report Miranda Burdock, CPA, CA October 2020

### Ministry Reporting

#### *Daily Absence Reporting/Weekly Workforce Reporting*

We are still submitting daily employee absence reports to the MoE, as well as a weekly workforce report. For the 40 days we have been reporting, we are averaging 12 employees away Monday to Thursday. With a total headcount of 233, this is approximately 5% absenteeism on average. We are looking forward to the Ministry sharing additional local and provincial data with us in the coming weeks for comparative information.

### Budget/Finance

#### *2020-21 Annual Budget*

The annual budget was set and approved by the Board in June based on preliminary enrolment projections. The budget has been updated based on actual enrolment and staffing, and has been entered into the accounting system this month - see attached Expenditure Report to October 31/2020, as well as the Budget Update.

### Operations

David Reid and I received two demonstrations in October from *Tyler Technologies* for Traversa - a Transportation Operations Management program that would support bus routing, fleet maintenance, activity trips, vehicle tracking and more. We are awaiting a quote, and are very excited about the opportunity to modernize our transportation department.

The maintenance department is busy preparing our grounds and facilities for winter, including the first round of plowing/sanding with the snowfall on the 23<sup>rd</sup>!

We are expecting both the WBES Building Envelope project and the BCSS Science Labs to be completed this month, and have had many other small AFG projects completed as well.

### Technology

The IT team has been working on wrapping up on-going projects from the Fall, including:

1. Network switch upgrades - The remaining sites are Midway Elementary, Midway bus garage/BLC, Beaverdell and Big White.
2. Hardware replacement for secondary school teachers, which will be ready to go to tender later this month.
3. SDS Upgrade.
4. Replacement of laptops/Chromebook at various schools.

John Popoff and I also meet with representatives from the City of Grand Forks on October 20th for our annual Community Network partner meeting. There was \$30,719 in the reserve at June 30/2020. It is planned for each organization to continue to contribute \$15,000 to the reserve for each of the next five years. With the next major purchase planned in 2025, the reserve will be sufficiently funded.

### Conferences/Meetings

October and November typically require travel to conferences for BCSTA, BCPSEA, and BCSASBO; however, most have moved to virtual formats this year. It has been great to see the creativity the various associations are using to host events during these unique times, and ensure relevant professional development is available.

Fund : 0 General Operating

OB	TITLE	NOV	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAI LABLE	PERC
10	Princi pal & Vice Pri nci pal Sal		430,383.51		1,310,975	880,591	67
11	Teacher Salaries		1,220,273.74		6,081,805	4,861,531	80
12	Non-Teachers Salaries		672,645.65		3,792,379	3,119,733	82
13	Management Salaries		172,402.51		542,142	369,739	68
14	Substi tute Salaries		72,443.32		636,015	563,572	89
19	Trustees Indemnity		30,469.44		91,408	60,939	67
21	Statutory Benefi ts		152,275.38		928,583	776,308	84
22	Pension Plans		270,174.94		1,303,242	1,033,067	79
23	Medical And Life Benefi ts	3,419.72-	165,652.96		645,389	479,736	74
31	Services	6,370.04	123,217.98	2,574.43	589,162	463,370	79
33	Student Transportation		3,863.52		134,076	130,212	97
34	Traini ng & Travel	1,934.60	33,378.83		285,630	252,251	88
36	Rental s & Leases		11,176.00		33,528	22,352	67
37	Dues And Fees	1,711.50	57,094.29		75,177	18,083	24
39	Insurance		48,584.79		48,100	485-	1-
51	Suppl ies	12,575.26	205,317.24	22,323.03	907,620	679,980	75
52	Learni ng Resources	2,556.05	14,255.32	862.30	45,838	30,720	67
53	Library Books	860.66	3,232.90	263.95	24,960	21,463	86
54	Electrici ty	1,452.12	41,484.72		320,000	278,515	87
55	Heat	2,323.13	8,948.97		107,000	98,051	92
56	Water And Sewage	718.60	4,075.54		33,000	28,924	88
57	Garbage And Recycli ng		8,153.62		12,500	4,346	35
58	Furn. & Equipment Replacem ent		6,170.40	6,149.94	20,850	8,530	41
59	Computer Equipment Replacem ent			4,048.56	62,000	57,951	93
TOTAL FOR Fund - 0		27,082.24	3,755,675.57	36,222.21	18,031,379	14,239,481	79
GRAND TOTAL		27,082.24	3,755,675.57	36,222.21	18,031,379	14,239,481	79

OBJECT				Year-to-Date	Budget	Unspent	% Unspent	NOTES
11/12	Salaries:	Teachers/Non-teachers	10 month employees	1,892,919	9,874,184	7,981,265	80.83%	2 out of 10 months, expect 80% unspent. Teacher retro pay processed in May.
10/13/19		PVPs/Mgmt/Trustees	12 month employees	633,255	1,944,525	1,311,270	67.43%	4 out of 12 months, expect around 67% unspent
14		Substitues	Sick, Sick Family, LT Sick,	72,443	636,015	563,572	88.61%	Majority of costs associated with 10 month employees expect 80% unspent. Fewer absences early in the year
21	Benefits:	Statutory benefits (EI, CPP)	Employer paid portion of CPP and EI ; as well as 1.95% Employer Health Tax (EHT)	152,275	928,583	776,308	83.60%	Majority of costs associated with 10 month employees (80% unspent); CPP/EI paid on calendar year - many employees max out by June.
22/23		Pension/Medical and Life	Employer paid portion of pension contributions (TPP and MPP); as well as employer paid premiums for extended health benefits and dental	435,828	1,948,631	1,512,803	77.63%	Mix of 10 and 12 month employees, but majority are 10 month (80% unspent)
31-39	Services:	Includes: Services, Student Transportation, Training/Travel, Rentals, Dues/Fees and Insurance		279,890	1,165,673	885,783	75.99%	See NOTE 1 below for details
51	Supplies:	Supplies		227,640	907,620	679,980	74.92%	Schoool budgets (supplies for instruction, SpEd, AbEd, Admin) as well as: SBO, Maintenance, Cusotidal and Transportation supplies
52/53		Learning Resources/Library Books		18,614	70,798	52,184	73.71%	School budgets for library books and learning resource
54/55		Electricity/Heat,		50,434	427,000	376,566	88.19%	4 out of 12 monthss (67% unspent) - expect surplus
56/57		Water/Sewer and Garbage/Recycling		12,229	45,500	33,271	73.12%	4 out of 12 monthss (67% unspent) - expect surplus
58/59		Furniture/Equipment & Computer Equipment Replacement		16,369	82,850	66,481	80.24%	School furniture/equipment budgets, as well as: equipment for Operations and all IT/tech replacements
				3,791,898	18,031,379	14,239,481	78.97%	

**NOTE 1**

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

Object	Year-to-Date	Budget	Unspent	% Unspent	
31 Services	125,792.41	589,162.00	463,369.59	78.65%	Consulting, Legal, Audit, Telephone, Contract Software, Postage
33 Student transportation	3,863.52	134,076.00	130,212.48	97.12%	Schools transportation budgets (curricular, extra-curricular, and transportation grant)
34 Training/ Travel	33,378.83	285,630.00	252,251.17	88.31%	Training/travel across SD (instruction, District admin, O&M, transportation)
36 Rentals/Leases,	11,176.00	33,528.00	22,352.00	66.67%	525 monthly lease from City, 4 out of 12 months (67% unspent)
37 Dues/Fees	57,094.29	75,177.00	18,082.71	24.05%	Senior mgmt professional association fees, BCSTA, Make a Future, OLRC, SD23 re Claims Mgmt contract
39 Insurance	48,584.79	48,100.00	- 484.79	-1.01%	SPP and fleet insurance (paid upfront)
	279,889.84	1,165,673.00	885,783.16		





## Briefing Note Budget Update

The original 2020-21 budget was passed by the Board in June 2020. The budget was set based on provincial funding announced by the MoE (which was based on projected enrolment).

The September 30<sup>th</sup> student data collection confirmed enrolment and allowed us to finalize teacher and support staff staffing levels. As such, the budget has been updated to reflect these changes.

The following summarizes the changes to date:

	Original	Updated	Change	Notes
Revenue	18,642,906	18,461,795	-181,111	Decrease in SpEd, level 2
Expenditures	17,897,886	17,958,758	60,872	Reduced cost of teachers (new hires lower grid than budgeted); approved addition of \$75K for new position
	745,020	503,037	-241,893	
Transfers	-220,000	-220,000	0	
Net surplus	525,020	283,037	-241,893	

SD51's estimated 2020/21 operating grant was \$17,748,211. Using an Operating Grant Funding Estimator, SD51's recalculated 2020/21 operating grant from the Ministry will be \$17,562,812. The anticipated reduction of \$185,368 is mainly due to a reduction in Unique Student Needs – Special Education, Level 2 funding.

In addition, the Board approved \$75,000 budget addition in October to add staffing at the SBO to support the modernization of district processes.

The results of these changes is a \$241,893 decrease in the budgeted operating surplus. The updated surplus is now \$283,037.

Senior management proposes the following additions to the 2020/21 budget:

- Literacy Support Teacher time
- Additional Speech & Language Pathologist (SLP) time
- Succession planning for senior management
- Strategic Planning Facilitator
- 1:1 Counselling (West)
- Elementary classroom libraries
- Centralized dispatching
- IT Department administration/support

# School District No. 51 (Boundary)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	18,253,236	18,434,347
Other	49,258	49,258
Tuition	13,483	13,483
Other Revenue	51,000	51,000
Rentals and Leases	50,638	50,638
Investment Income	44,180	44,180
<b>Total Revenue</b>	<b>18,461,795</b>	<b>18,642,906</b>
<b>Expenses</b>		
Instruction	13,440,875	13,568,771
District Administration	1,087,328	925,124
Operations and Maintenance	2,655,766	2,634,040
Transportation and Housing	774,789	769,951
<b>Total Expense</b>	<b>17,958,758</b>	<b>17,897,886</b>
<b>Net Revenue (Expense)</b>	<b>503,037</b>	<b>745,020</b>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(62,000)	(62,000)
Tangible Capital Assets - Work in Progress	(125,000)	(125,000)
Local Capital	(33,000)	(33,000)
<b>Total Net Transfers</b>	<b>(220,000)</b>	<b>(220,000)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>283,037</b>	<b>525,020</b>

# School District No. 51 (Boundary)

Schedule 2A

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

	2021 Annual Budget	2020 Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	17,562,812	17,748,211
Other Ministry of Education Grants		
Pay Equity	105,245	105,245
Transportation Supplement	153,588	153,588
Support Staff Benefits Grant	4,288	
Teachers' Labour Settlement	371,737	371,737
District Entered	48,060	48,060
District Entered	7,506	7,506
<b>Total Provincial Grants - Ministry of Education</b>	<b>18,253,236</b>	<b>18,434,347</b>
<b>Provincial Grants - Other</b>	<b>49,258</b>	<b>49,258</b>
<b>Tuition</b>		
International and Out of Province Students	13,483	13,483
<b>Total Tuition</b>	<b>13,483</b>	<b>13,483</b>
<b>Other Revenues</b>		
Miscellaneous		
ArtStarts	6,000	6,000
City of Grand Forks	45,000	45,000
<b>Total Other Revenue</b>	<b>51,000</b>	<b>51,000</b>
<b>Rentals and Leases</b>	<b>50,638</b>	<b>50,638</b>
<b>Investment Income</b>	<b>44,180</b>	<b>44,180</b>
<b>Total Operating Revenue</b>	<b>18,461,795</b>	<b>18,642,906</b>

# School District No. 51 (Boundary)

Schedule 2B

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

	2021 Annual Budget	2020 Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	6,081,805	6,171,339
Principals and Vice Principals	1,310,974	1,298,126
Educational Assistants	1,649,059	1,649,447
Support Staff	2,143,319	2,063,484
Other Professionals	633,550	633,550
Substitutes	666,036	640,965
<b>Total Salaries</b>	<b>12,484,743</b>	<b>12,456,911</b>
<b>Employee Benefits</b>	<b>2,857,424</b>	<b>2,846,585</b>
<b>Total Salaries and Benefits</b>	<b>15,342,167</b>	<b>15,303,496</b>
<b>Services and Supplies</b>		
Services	589,162	580,072
Student Transportation	134,076	134,559
Professional Development and Travel	285,630	285,630
Rentals and Leases	33,528	33,528
Dues and Fees	75,177	73,804
Insurance	48,100	53,400
Supplies	978,418	961,897
Utilities	472,500	471,500
<b>Total Services and Supplies</b>	<b>2,616,591</b>	<b>2,594,390</b>
<b>Total Operating Expense</b>	<b>17,958,758</b>	<b>17,897,886</b>

# School District No. 51 (Boundary)

Schedule 2C

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

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	5,046,310	262,647	102,942			507,215	5,919,114
1.07 Library Services	92,346			26,452		4,000	122,798
1.08 Counselling	111,424					25,071	136,495
1.10 Special Education	695,222	143,817	1,342,674		52,368	63,250	2,297,331
1.31 Indigenous Education	136,503		203,443			4,000	343,946
1.41 School Administration		788,695		359,937		13,000	1,161,632
1.64 Other							-
<b>Total Function 1</b>	<b>6,081,805</b>	<b>1,195,159</b>	<b>1,649,059</b>	<b>386,389</b>	<b>52,368</b>	<b>616,536</b>	<b>9,981,316</b>
<b>4 District Administration</b>							
4.11 Educational Administration		115,815		53,465	137,102		306,382
4.40 School District Governance					91,408		91,408
4.41 Business Administration				205,072	115,348		320,420
<b>Total Function 4</b>	<b>-</b>	<b>115,815</b>	<b>-</b>	<b>258,537</b>	<b>343,858</b>	<b>-</b>	<b>718,210</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				23,540	72,718		96,258
5.50 Maintenance Operations				1,023,876	91,888	38,000	1,153,764
5.52 Maintenance of Grounds				91,177		3,500	94,677
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,138,593</b>	<b>164,606</b>	<b>41,500</b>	<b>1,344,699</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				19,666	72,718		92,384
7.70 Student Transportation				340,134		8,000	348,134
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>359,800</b>	<b>72,718</b>	<b>8,000</b>	<b>440,518</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>6,081,805</b>	<b>1,310,974</b>	<b>1,649,059</b>	<b>2,143,319</b>	<b>633,550</b>	<b>666,036</b>	<b>12,484,743</b>

# School District No. 51 (Boundary)

Schedule 2C

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

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Annual Budget	2020 Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	5,919,114	1,335,547	7,254,661	853,519	8,108,180	8,067,637
1.07 Library Services	122,798	27,761	150,559	24,960	175,519	175,118
1.08 Counselling	136,495		136,495		136,495	122,622
1.10 Special Education	2,297,331	593,478	2,890,809	121,150	3,011,959	3,101,789
1.31 Indigenous Education	343,946	76,061	420,007	99,262	519,269	492,204
1.41 School Administration	1,161,632	254,347	1,415,979	65,074	1,481,053	1,601,001
1.64 Other	-		-	8,400	8,400	8,400
<b>Total Function 1</b>	<b>9,981,316</b>	<b>2,287,194</b>	<b>12,268,510</b>	<b>1,172,365</b>	<b>13,440,875</b>	<b>13,568,771</b>
<b>4 District Administration</b>						
4.11 Educational Administration	306,382	61,573	367,955	30,800	398,755	313,216
4.40 School District Governance	91,408	7,581	98,989	49,500	148,489	148,489
4.41 Business Administration	320,420	66,264	386,684	153,400	540,084	463,419
<b>Total Function 4</b>	<b>718,210</b>	<b>135,418</b>	<b>853,628</b>	<b>233,700</b>	<b>1,087,328</b>	<b>925,124</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	96,258	19,609	115,867	26,600	142,467	142,246
5.50 Maintenance Operations	1,153,764	279,933	1,433,697	387,218	1,820,915	1,801,331
5.52 Maintenance of Grounds	94,677	23,999	118,676	31,750	150,426	149,505
5.56 Utilities	-		-	541,958	541,958	540,958
<b>Total Function 5</b>	<b>1,344,699</b>	<b>323,541</b>	<b>1,668,240</b>	<b>987,526</b>	<b>2,655,766</b>	<b>2,634,040</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	92,384	17,454	109,838	1,500	111,338	111,302
7.70 Student Transportation	348,134	93,817	441,951	221,500	663,451	658,649
<b>Total Function 7</b>	<b>440,518</b>	<b>111,271</b>	<b>551,789</b>	<b>223,000</b>	<b>774,789</b>	<b>769,951</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>12,484,743</b>	<b>2,857,424</b>	<b>15,342,167</b>	<b>2,616,591</b>	<b>17,958,758</b>	<b>17,897,886</b>





# Briefing Note

**Date: November 5, 2020**

**Topic: Strategic Plan**

SD51 has been using the Framework for Enhancing Student Learning (FESL) for the last seven (7) years to guide its educational practices and the process known as the Financial Framework for Supporting Student Success to guide its annual budget considerations. The FESL has been effective in transitioning staff to a more Inquiry-based format of educational decision making – a form of active learning that starts by posing questions, problems or scenarios. To support this modality, schools have adopted the Spiral of Inquiry model to assess and strengthen their programming based on individual school needs. The key focus the last seven (7) years was how to make learning more inclusive. Now our shift is to go further and **use a lens of equity, supported by Indigenous Ways of Knowing**, as the District's north star.

Last September 2019, the Trustees agreed that it was time to formalize all district processes under the umbrella of a Strategic Plan. The Strategic Plan acts as a road map for a school district including a Vision, Mission, Values, Goals and Objectives. Within this framework the District then operationalizes both the educational and operational components.

To start this process, it was agreed that we required input from our stakeholder groups with guidance from student voice. In that vein we started inquiry work with sample groups of students in grades 6 – 12 to receive perception data on:



- What makes learning more accessible?
- What makes learning less accessible?
- What are important values in education?

From this perception data a survey was created and shared with students grade 6-12, parents and staff. The survey and the Financial Framework for Supporting Student Success process ran from January to March. The data from both was then processed and prepared. Then we had a pandemic; and all work stopped on the Strategic Plan.

In September 2020, the Ministry of Education released a revised Framework for Enhancing Student Learning. This timing was perfect as the Board recently met to continue their work on the Strategic Plan. The revised Framework has three (3) main directives designed to improve educational outcomes for all students.

These directives are:

1. **Boards will create and maintain a strategic plan**
2. Boards will annually report on student outcomes and put systems in place to continuously improve educational outcomes for all students
3. Boards will put systems in place to improve equity for Indigenous students, children and youth in care and students with disabilities

The Board's responsibility is to:

1. Develop and implement a multi-year strategic plan and individual school plans and publish annually before September 30<sup>th</sup>
2. Use strategic and school plans to guide all annual district plans including financial, human resources, information technology, communications and operational plans.
3. Participate in a continuous improvement review program based on educational outcomes with emphasis on deficiencies and inequities.

On November 3<sup>rd</sup>, the Board met to continue their work. The results of the student, staff and parent surveys were shared with the Board. Two key aspects shared were values and beliefs.

**Values that are important to SD51 stakeholders:**

Engaging      Growth mindset      Kindness      Fun      Safe      Curiosity

**Key beliefs in successful learning:**

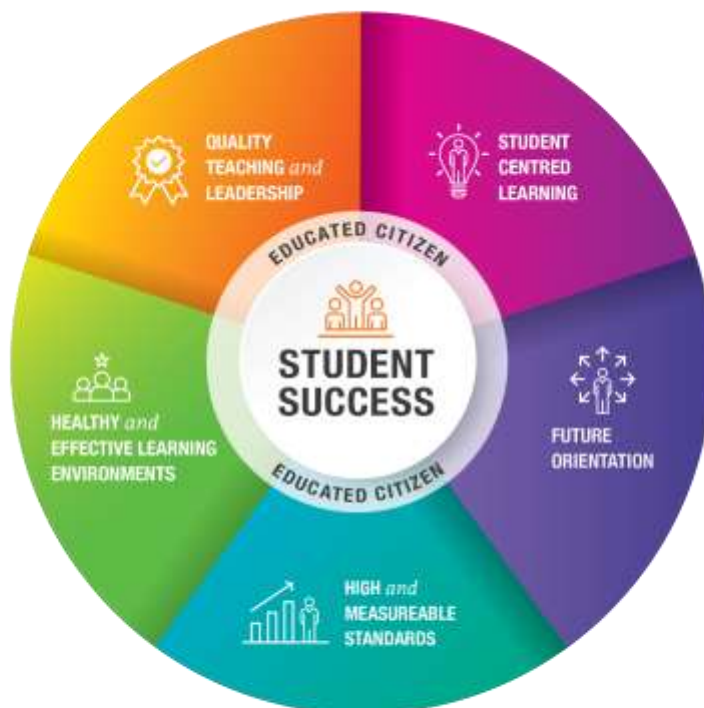
- **A positive learning environment**
- **Learning that applies to the real world**
- **Social Responsibility** - a lifelong skill that must be modeled and taught
- **Experiential Hands-On Learning**
- **Enjoyable Learning**
- **Learning that relates to our interests**
- **Being creative and innovative**

An enthusiastic discussion ensued, and the Board expressed that it feels like SD51 has been on the right track for the last 7 years. They noted there has been a noticeable shift in practice over the last several years that is more student focused. Trustees that have been on the Board for 2-3 terms felt there has been a shift from working in silos to one of cross collaboration and sharing among schools. It feels less like the East and West and more like “We the Boundary” are united.

In future meetings the Board, including student trustees, will go deeper into where SD51 is now versus the past, and determine what other evidence is required to build a strength-based Framework that puts students at the center. When Trustees feel grounded in pertinent evidence, then SD51 will employ a facilitator to assist in developing a Strategic Plan that considers our past and shows us pathways forward to strengthening our educational and operational practices with a goal of continuously improving educational outcomes for ALL students.

The work we do will align with the Ministry of Education’s direction via the new Student Success Policy, The Educated Citizen treatise, the revised FESL Policy and the Enhancing Student Learning Reporting Order.

**BC Ministry of Education Student Success Policy** – key aspects of high-quality learning environments with students at the centre



### **The Educated Citizen - Statement of Education Policy Order established 1989**

A quality education system assists in the development of human potential and improves the well-being of each individual person in British Columbia society. Continued progress toward our social and economic goals as a province depends upon well-educated people who can think clearly and critically, and to adapt to change. Progress toward these goals also depends on educated citizens who accept the tolerant and multifaceted nature of Canadian society and who are motivated to participate actively in our democratic institutions. Government is responsible for ensuring that all our youth can obtain high-quality schooling that will assist in the development of an educated society. To this end, schools in the province assist in the development of citizens who are:

- thoughtful, able to learn and to think critically, and who can communicate information from a broad knowledge base;
- creative, flexible, self-motivated and who have a positive self-image;
- capable of making independent decisions;
- skilled and who can contribute to society generally, including the world of work;
- productive, who gain satisfaction through achievement and who strive for physical well-being;
- cooperative, principled and respectful of others regardless of differences;
- aware of the rights and prepared to exercise the responsibilities of an individual within the family, the community, Canada, and the world.

## **Description of Elected Positions - Duties and Responsibilities**

### **Board Chair:**

Please review Board Policy 1352 Role of the Board Chair and Policy 1353 Role of the Vice-Chair.

### **Vice Chair:**

Please review Board Policy 1353 Role of the Vice-Chair.

### **BCSTA - Provincial Councillor:**

Represent the Board at the BCSTA spring and fall provincial council meetings. Vote on the provincial council motions based on the direction of the Board and provide a report to the Board of the provincial council proceedings.

### **BCPSEA Representative:**

Each member school board appoints one representative to the Association, who will represent the Board at an annual general meeting, and at a special general meeting known as Representative Council. During years when collective bargaining is scheduled with teachers, at least one Representative Council meeting shall be held to discuss bargaining objectives.

# 2021 Board Committees

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## **Policy Development**

\_\_\_\_\_-Chair  
\_\_\_\_\_- Vice Chair

The Policy Committee shall hold regular meetings with the intent of developing and maintaining District policies. They are to involve education partners in the development of School District policy. The Committee shall make recommendations to the School Board on individual policy adoption and/or modification.

## **Personnel Committee**

Ad Hoc Representation

Administration may call on members of this Committee when needed to sit in on personnel or employee relations meetings.

## **Ad Hoc Committees**

Ad Hoc Representation

The Board will form working groups or ad hoc committees on a situational basis as needed.

## **Finance/Operations Committee**

\_\_\_\_\_-Chair  
\_\_\_\_\_- Vice Chair

The Finance Committee is responsible for the fiscal stewardship of the School District. It has responsibility for all matters of fiscal policy including submission of the recommended annual operating budget to the Board. The Committee is to involve education partners in the budget process.

The Operations Committee will review, explore and make recommendations to the Board on any major issues dealing with facilities or transportation that requires the attention of the Board.

## **Audit Committee**

\_\_\_\_\_-Chair  
\_\_\_\_\_- Vice Chair

The Audit Committee will deal with audit recommendations and processes.



# 2021 School Liaisons

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BEAVERDELL ELEMENTARY SCHOOL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

BIG WHITE COMMUNITY SCHOOL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

GREENWOOD/MIDWAY ELEMENTARY SCHOOL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

BOUNDARY CENTRAL SECONDARY SCHOOL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

WEST BOUNDARY ELEMENTARY SCHOOL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

GRAND FORKS SECONDARY SCHOOL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

DR. D.A. PERLEY ELEMENTARY SCHOOL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

JOHN A. HUTTON ELEMENTARY SCHOOL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

CHRISTINA LAKE ELEMENTARY SCHOOL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

WALKER DEVELOPMENT CENTRE

\_\_\_\_\_  
\_\_\_\_\_- Alternate

DISTRICT PARENT ADVISORY COUNCIL

\_\_\_\_\_  
\_\_\_\_\_- Alternate

# 2021 – Board Representatives

Board members are asked to sit on external committees and groups as representatives of School District #51. Representatives of the District are expected to take a District point of view when representing the District. They should relay District concerns to the individual groups/organizations and report back to the Board on issues when necessary to do so. Some of these external positions are appointed and some need to be elected by the Board as a whole. The current major positions are as follows.

Committee	Representative
DISTRICT SCHOLARSHIP	_____/_____- EAST _____/_____- WEST
BCSTA – KOOTENAY BOUNDARY BRANCH	_____
BCSTA PROVINCIAL COUNCIL	_____ _____- Alternate
BCPSEA REPRESENTATIVE COUNCIL	_____ _____- Alternate
OKANAGAN LABOUR RELATIONS COUNCIL	_____ _____- Alternate
INDIGENOUS EDUCATION	_____
COMMUNITY LITERACY COMMITTEE	_____
BOUNDARY INTEGRATED SERVICES MODEL	_____ _____- Alternate
RECREATION COMMISSION (GRAND FORKS & CHRISTINA LAKE)	_____

## CITY COUNCIL LIAISONS (ON AN AS NEED BASIS)

GRAND FORKS – Jaime Massey/Larisa Van Marck  
MIDWAY -- MARK DANYLUK  
AREA D – Bronwen Bird

GREENWOOD – Katie Jepsen  
AREA C -- CINDY STRUKOFF  
AREA E -- ROSE ZITKO