



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

November 12, 2019 at 6:00 p.m.

School Board Office

Agenda

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 8, 2019 – Regular Meeting Minutes

Report on In-Camera Meeting from October 8, 2019

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

Correspondence

Nil

Business Items

1. Superintendent's Report

- Report for October 2019 (Attachment)

2. Secretary-Treasurer's Report

- Report for October 2019 (Attachment)
- Expenditure Report (Attachment)
 - Budget Additions (Attachment)
 - Literacy Support Teacher (Christina Lake Elementary)
 - Equity Scan Coordinator

MOTION: "That the Board approve the addition of two (2) new positions for the 2019/2020 school year:
a) Literacy Support Teacher at Christina Lake Elementary
b) Equity Scan Coordinator

- Boundary Family Reserve Monies (Attachment)

3. Director of Learning Report

- Report for October 2019 (Attachment)

4. Presentation

Cypress Hills Trip, Wanda Hecht

5. Talking Break

- What aspects of Indigenous learning at Cypress Hills was good for all learnings?

6. Strategic Planning Committee

7. Board Committee Reports

Indigenous Education Committee
Finance/Operations Committee

KBB September 2020 – Planning Committee
Policy Committee

8. Trustee Reports

Rec Commission
BISM
BCSTA Kootenay Boundary Branch
District Literacy
GFSSAG

BCPSEA Rep Council
BCSTA Provincial Council
Okanagan Labour Relations Council
PAC Highlights

9. Around the Boundary

Trustee Activities and Upcoming Events

BCSTA Trustee Academy – November 28-30, 2019

Future Agenda Items

Next Board Meeting: **December 10, 2019**
 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 8, 2019 at the Boundary Learning Centre

The Chairperson called the meeting to order at 6:02 p.m.

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

Absent: Mr. K. Minette Superintendent

Acknowledgement of the Indigenous peoples and ancestors.

Adoption of Agenda

MOVED Massey
2ND Danyluk

"That the Agenda for October 8, 2019 be adopted as circulated."

CARRIED

Adoption of Minutes

MOVED Danyluk
2ND Massey

"That the September 17, 2019 Regular Board Meeting minutes be adopted as circulated."

CARRIED

Report on In-Camera Meeting from September 17, 2019

The Board discussed personnel issues, properties/facilities, business items as well as the Auditor's Report.

Correspondence

Nil

Business Items

1. Superintendent/Director of Learning's Report

Director of Learning Lautard presented her report for October 2019. She also reported on the GFSSAG group which meets to respond to social issues, such as securing space for winter shelter.

2. Secretary-Treasurer's Report

Secretary-Treasurer Burdock presented the Operations/Transportation report for October 2019. She shared the enrollment to date and acknowledged the diligent work of the IT Department setting up printers this past month.

3. Presentations/Delegations

Peter Scott, Principal at Greenwood/Midway Elementary Schools, shared his experiences with ADST (Applied Design Skills Technology) as well as plans for future initiatives in SD51.

4. Talking Break

Discussed how ADST engages students in the learning process.

5. Framework for Enhancing Student Success (School Growth Plans)

The School Growth plans were circulated and discussed.

MOVED Danyluk
2ND Massey

[That the Board approve the School Growth Plans as presented."](#)

CARRIED

6. Website Update

Secretary-Treasurer Burdock gave an update on the website to date.

7. Committee Reports

School Liaisons/PAC Highlights

- Trustee Massey reported on the Perley PAC meeting
- Trustee Zitko reported on West Boundary and Beaverdell Elementary School events
- Trustee Bird reported on the Grand Forks Secondary School PAC meeting
- Director of Learning Lautard reported out on the Indigenous Committee Meeting

8. Trustee Reports

District Literacy – Trustee Jepsen shared about an upcoming Literacy Outreach Fundraising event.

BISM -- Director of Learning Lautard reported out.

BCSTA Kootenay Boundary Branch – Trustees Danyluk, Massey, and Jepsen attended and reported out. SD51 will host the event in 2020.

Rec Commission – Trustee Massey reported out.

9. Around the Boundary

Around the Boundary for September 2019 was presented.

Meeting adjourned at 8:15 p.m.

DRAFT

Chairperson

Secretary-Treasurer

Agenda



Ken Minette
Superintendent of Schools
Month-End Report – November 2019

Schools Visited

- I visited Perley, Christina Lake, Hutton, & Midway Elementary Schools, as well as Grand Forks Secondary and Boundary Central Secondary Schools

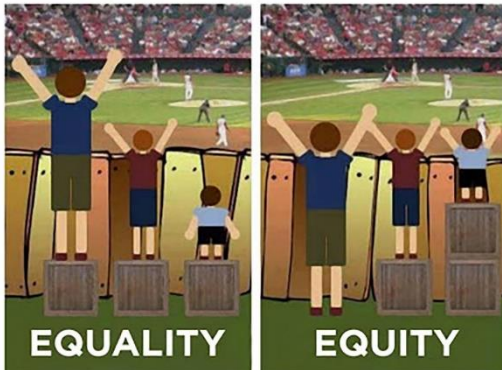
District Planning

Equity Scan

- In 2016 Ministry of Education created an Equity Scan Framework
- Intended to help school districts identify promising practices and potential barriers to Indigenous student achievement and success
- There are 31 districts now involved in Equity Scans



*Blessing the Land for the new
Talking Little Feet Aboriginal HeadStart*



There are essentially 3 phases:

- An examination of 4 quadrants which are policy, learning environment, learning profile and pedagogical core through guided inquiry
- Theory of Change – what works, what needs to change and how do we get there
- Equity Action Plan – Operationalizing short and long term goals

Strategic Plan

- Phase 1 – Framework Development and Background Research
 - June & November 2019
- Phase 2 – Stakeholder Engagement - Survey and Consultation
 - December 2019 to March 2020
- Phase 3 – Draft Strategic Plan with Possible Actions
 - May 2020
- Phase 4 – Share Strategic Plan for Feedback
 - June/September 2020
- Phase 5 – Approve Strategic Plan
 - September 2020

- ▶ Strategic Plan is a guide for School Trustees for the length of the plan (typically 3-5 years). It recognizes that education is constantly evolving and that new goals need to be set as past goals are achieved. The main focus of the Strategic Plan is to improve student achievement. All decisions that are made should ultimately be vetted against the plan.
- ▶ Some Strategic Plans focus only on student achievement. It is recommended that to be a robust, healthy district we should focus on 3 domains which are:
 - Students – Achievement and Health & Wellness
 - Staff – HR, Health, Safety, and Professional Development
 - Operations – Facilities, Finances, and Stewardship
- ▶ Other recommendations include:
 - Surveys and consultation should start with an initial focus on student voice
 - Goals should be broad enough to encapsulate the 3 domains
 - Make Strategic Plan accessible to all partners, especially students

Phase 2 – Stakeholder Engagement

- December 2-5: Student Consultations – Perley/Christina Lake Gr 6&7, Hutton Gr 6&7, BCSS and GFSS
- December/January - Prepare a student and adult stakeholder survey based on student input (including results from annual Student Survey)
- Mid January - Send out survey for completion
- February 4 - Engage adults about Strategic Plan through budget consultations
- March/April - Compile data from consultations and survey process for Trustee direction

District Successes

Three Student teachers doing practicums in SD51

- Tom Steer – BCSS
- Emily Garrison – BCSS
- Javan Johnson – WBES

GFSS Curricular Trip and Passion Afternoon

- Bamfield Curricular Trip, November 6-9 – study oceanography, intertidal zone, plankton and invertebrates. Grade 11 & 12 students will likely get very wet enjoying this life-time opportunity to study at the Bamfield Marine Station.
- Passion Afternoon - On October 10th the Grade 8-11's at GFSS participated in a Passion afternoon while the grade 12's had time with their Capstone Mentors. This Passion afternoon had students sign up for activities like hockey, 3:3 basketball, tennis, The Amazing Race, bamboo flute making, hiking, board games and bike riding.



Agenda

Greenwood & Midway – October 29th We Do and My Blueprint Rollout

- Greenwood students were paired up with Midway buddies
- Students used Halloween theme and built structures using cardboard and We Do components
- All students stayed actively engaged all morning with their project and sharing component
- Evidence of Learning – My Blueprint portfolio
- Greenwood students, already trained in how to use My Blueprint, mentored their K-3 buddies in how to use this powerful platform for Communicating Student Learning
- Once up and running parents will be able to receive ongoing updates about student progress in the form of videoed activities and shared products



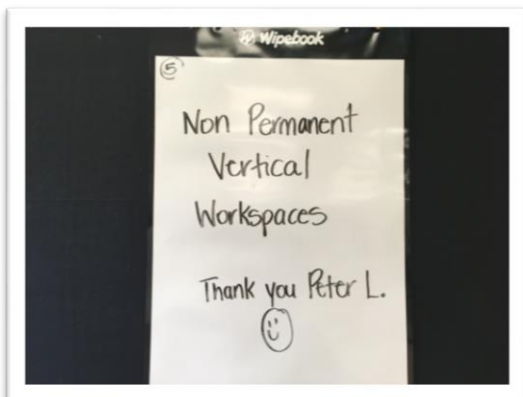
District Soccer Tourney hosted by Hutton

- Grade 6 & 7's and some Gr 4 & 5's (depending on size of school) participated
- Lakers vs Hawks vs Panthers vs Bears vs Wild
- 4 games for each team



Christina Lake Maker Day

- Full day activity with whole school involvement
- Two activities – Maker Day building and Indigenous education activity
- Amazing turnout of dads – they bring all the tools
- Hands on learning using all the core competencies



BCSS Employs Thinking Classroom Strategies of Peter Liljedahl and Implements a Hot Lunch Program

- Thinking Classroom - Engagement, collaboration and communication = deeper learning. Assessment is formative.

- Hot Lunch Program – The Foods 9 and Foods 11/12 classes are preparing lunches two times/week as part of their course work. Students use their own newly purchased melamine plates & bowls and all compostable items go in school compost for the school garden.



Hutton Halloooooooweeners Give Back



- Ms. Foy's grade 5/6 class "Trick or Treated for the Food Bank". This is the 5th year in a row.
- They collected 254 kg worth of dry goods for the Food Bank



Meetings out of the District

Nil

Meetings in District

- ✓ Oct 7 Visit GFSS
- ✓ Oct 8 Equity Scan meeting with Joe Heslip
- ✓ Oct 9 Meeting with BDTA
Visit Perley
- ✓ Oct 16 Meeting with BDTA President
BDTA Health and Wellness discussion
- ✓ Oct 17 ZOOM Mtg with DLT
- ✓ Oct 18 Visit District Soccer tourney
- ✓ Oct 23 Indigenous Education Council
- ✓ Oct 24 Visit Hutton
- ✓ Oct 25 City Fibre Network
Discussion Pat McCrea – Using Sharepoint
- ✓ Oct 28 Conversation about District start up with Assistant Deputy Minister
- ✓ Oct 29 Visit Midway – Maker WeDo and My Blueprint rollout
- ✓ Oct 31 More on Sharepoint
- ✓ Nov 1 DLT Meeting

- ✓ Nov 6 Trustee Meeting
Meeting with BDTA President
- ✓ Nov 7 BCSS Remembrance Day Ceremony

Learning51 2019-2020

- Truth and Reconciliation – Monique Gray Smith – January 17
- Numeracy Teaching and Learning – Grade 4 -7 - Carole Fullerton
- Inclusive Practices – New Cohort - Shelley Moore
- The Thinking Classroom – Peter Liljedahl
- Literacy Assessment and Intervention K-3 – Tanis Anderson
- Computational Thinking – Transitioning/ Scope and Sequence for K-8 - Shawn Lockhart and SD51 teachers

Average Class Sizes in SD 51

<u>SITE</u>	<u>K</u>	<u>1-3</u>	<u>4-7</u>	<u>8-12</u>
District	18.5	17.5	21.2	15.8
GFSS				16.8
BCSS				13.6
DAPES	19.4	20.1	21.2	
CLES	16	14	23.5	
JAHER	19.6	19.9	21.7	
WBES	17	18.2	24	
MES	17	17.7		
GES			17.5	
BES		8		
	<u>K-3</u>		<u>4-9</u>	
BCWCS	14		23	



October 2019
Secretary-Treasurer's Report
Miranda Burdock, CPA, CA

Budget/Finance

The original budget prepared in June was based on projected enrolment and staffing. I've been working on updating the budget based on actual staffing and other known costs. The budget has been entered in to the accounting system based on these actual figures.

Ministry Reporting

The September ST Report identified quite a few Ministry reports we were working on last month.

Additional reporting in October includes:

1. *Classroom Enhancement Fund, Remedy* - We have identified all classes in the District which do not meet the negotiated limits in terms of class size and composition, and have calculated the minutes of remedy owed to those teachers. The information is compiled and reported to the Ministry for special purpose funding.
2. *CommunityLINK* - Each year, we receive funding through CommunityLINK (Learning Includes Nutrition and Knowledge), which is designed to support the academic achievement and social functioning of vulnerable students. We submit a comprehensive report to the Ministry which includes a financial overview, our goals for next year, as well as progress on prior year goals.

Technology

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

1. Replacement of Ricoh Photocopier Fleet - All planned replacements have been installed. There have been a few additional desktop printers requested by schools. John and I are working with Ricoh to determine the impact this will have on the original per copy rate quoted by Ricoh.
2. Security System Update - Only about 1/3 of the sites have been upgraded. We have been in contact with TerraCom in regards to the project being almost 2 months behind schedule and have received assurance that all sites will be completed by the end of November.
3. Photo-ID Badges - Badges were deployed to employees on October 15th. Any employee that didn't receive a badge has been asked to send in their photo to IT to have their badge printed. Employees are embracing the badges as a means of identification for District staff. Even our students are learning that if someone is wearing an ID-badge, they are safe!

John Popoff, Ken and I also met with representatives from the City of Grand Forks in October to discuss the Community Network. There was approximately \$25K in the reserve at June 30/2019. It is planned for each group to contribute \$15,000 in 2019-20, and there are approximately \$32K in planned expenditures this year. We also discussed options for the replacement of the fiber. It was installed 10 years ago at a cost of \$550,000 and has a warranty of 25 years. We will need to make a decision to start funding a replacement reserve or consider partnering with another third party such as Telus or Shaw.

Operational Health & Safety

The District OH&S Committee met on October 23rd. We have a few new members this year. The committee unanimously agreed to re-elect Norm Sabourin, BDTA President, as the Chair.

The following topics were discussed:

- WorkSafeBC reporting and the current District form being outdated. We will review and make proposals for an updated form next meeting.

- District process around reporting of violent incidents. Determined that format and consistency of reporting varies by site. Goal is to develop District-wide program/process and form.
- Suggestions for Health & Safety Training for school committees, as well as District committee.

Maintenance & Transportation

Maintenance staff have been busy getting ready for winter. We have purchased new snow plow blades so that we now have a blade for every maintenance truck, which will allow all hands on deck for those big snow-fall days.

Capital Program Update:

1. Perley Roofing project is now underway. The roof on the portable is complete, and the contractors are scheduled to work on the flat roof over the office at Perley and the IT roof over the long weekend.
2. When the BCSS Air Handler project was tendered, we realized that the funding requested would not cover both the purchase and installation of the unit. Therefore, we have had approval from our Planning Officer to purchase the unit this year and have applied for phase 2 funding to install it in the next funding cycle. In addition, we have received approval to use the remaining funding this year to upgrade the cooling units in the server rooms at the Data Centre and GFSS.
3. The construction phase of the Building Envelope upgrade at WBES has been tendered by BC Housing; however, before we give approval for BC Housing to award the contract, we are waiting for the confirmation of funding for the construction phase from the Ministry.

Conferences/Meetings

Joint Partner Meeting (MOE, BCSTA, BCSSA, BCASBO) - Anna, Cindy and I travelled to Richmond on October 17th & 18th. We heard from various departments within the Ministry of Education around Strategic Planning, as well as an update on the Funding Model Review and the Working Group Reports that were submitted to the Minister in September.

Grand Forks Social Services Advisory Group - I have been attending weekly meetings with the GFSSAG throughout October. The mandate of the group is to provide non-binding recommendations to local government and to share those recommendations with the general public with regard to the delivery of Social Services and Supports in Grand Forks and the Boundary area. The group has identified an emergent need for a temporary/interim Cold Weather Shelter as a priority. A location and operator for the shelter have not yet been secured, however, the group continues to canvas the public, local government and other service providers and push forward to address this community issue.



Briefing Note

2019-20 Staffing Additions

Please consider the following staffing additions for the 2019/20 school year:

Literacy Support Teacher at CLES

Trustees voted in support of 1.25 FTE for Literacy Support Teachers for the 2019-20 school year. 0.85 FTE went to a Literacy Support Teacher position to support K-3 teachers at Hutton and Perley and 0.4 FTE went to a Literacy Support Teacher position to support K-3 teachers at Midway, Beaverdell and West Boundary. Initially management had hoped to squeeze time from the 0.85 FTE position for Literacy support at Christina Lake Elementary as well, but due to significant, immediate uptake of the Literacy support teacher services, we have had to reconsider this. We would respectfully ask that the Board consider supporting a 0.10 FTE Literacy Support Teacher position at CLES. Maximum cost of this addition would be \$10,000.

Indigenous Education - The Equity Scan

In 2016, the Ministry of Ed created an Equity Scan Framework to support school districts in identifying promising practices and barriers that may be affecting Indigenous student achievement. In SD51, one of our key indicators, graduation rates, demonstrates near parity of graduation rates for Indigenous students as compared to all students. While this a positive sign, there is still work to be done in service to our Indigenous learners. Below are some highlights to date:

- SD51 applied to the Ministry of Indigenous Ed and subsequently accepted to participate in 3rd wave of Equity Scan;
- There are 31 districts now involved in Equity Scans;
- On Oct 8, Joe Heslip, seconded by Ministry of Indigenous Ed, presented to a group including the Boundary Metis Community Association, Boundary All Nations Aboriginal Council, BDTA, CUPE, and BPVPA. He explained the Equity Scan and the process, which includes 3 phases:
 - **The Scan** - An examination of 4 quadrants which are policy, learning environment, learning profile and pedagogical core through guided inquiry;
 - **Theory of Change** - what works, what needs to change and how do we get there;
 - **Equity Action Plan** - Operationalizing short and long term goals that affect positive change.

The Equity Scan was shared with the Boundary Indigenous Education Advisory Council on Oct 23rd. The council was very excited about the prospect of doing an Equity Scan in SD51 however they felt that council members did not have the time to commit to the process. The process requires an individual who can commit and manage ongoing consultations, share information, manage timelines and draft reports. Therefore, we would respectfully ask that the Board consider supporting a temporary teaching position of 0.15 to 0.25 FTE from December 2019 to June 2020. Maximum cost of this addition would be \$25,000.

Budget Impact

As discussed at the Finance Committee meeting on October 29th, the following items were approved by the Board in the 2019-20 operating budget:

- 0.50 FTE Speech Language Pathologist or 1.0 FTE Speech Language Assistant, estimated cost of \$50,000.
- Transition time for VP of Student Services and Director of Operations, estimated cost of \$25,000.

We have been unsuccessful in recruiting a part-time SLP or SLA thus far.

Optimistically, if we can hire someone to start in December, we would incur 7/10 of the estimated cost resulting in \$15,000 in savings. As well, our current projections indicate that we will spend \$8,000 on transition time for the two positions indicated resulting in further savings of \$17,000.

Overall, we are projecting a minimum of \$32,000 in savings on these two planned expenditures which could cover the cost of the staffing additions as requested above and the net impact on the budget would be nominal.



Briefing Note

Boundary Family Service Society Reserve Funds

Boundary Family Services Society leases office space from SD51 at the Glanville Centre. During the Society's financial statement audit this year, the auditor was reconciling reserve funds and identified approximately \$23,000 that was allocated from SD51 to the Society many years ago for the repair/replacement of the HVAC system at the Glanville Centre. SD51 funded the replacement of the HVAC system at this site through capital funding; therefore, it has been determined that these reserve funds are redundant. As such, I am asking the Board to consider options to reallocate these funds as follows:

Meals Program in Partnership with BISM

I met with the Executive Director of BFSS, Darren Pratt, and discussed the option of allocating the funds to BISM to support the pilot of a healthy meals program that would send food home with students over the weekend. The program would be a partnership between SD51 and BISM and it is estimated that the current funding would allow for a 2-year pilot of the program.

District-Wide Accessibility Review

The Board has identified the need for a District-wide accessibility review as part of our Long-Range Facilities Plan/Strategic Plan. This review would be performed by an external contractor and would analyze facilities across the District to determine where accessibility issues exist in terms of both regulatory requirements and industry standards, and would ultimately make recommendations to the Board for improvement. Initial cost estimates for such a review are \$20,000-\$25,000.

Unrestricted Operating Surplus

The funds belong to the District and could simply be brought back in to the District's unrestricted operating surplus for future spending.

Other?

I'd like to open the discussion for any other ideas.



October 2019
Director of Learning's Report
Anna Lautard

School Visits

- I visited the literacy support teachers this month to get updates on the literacy initiatives and debrief about the professional development days for primary teachers with Tanis Anderson in mid-October. During visits, I was able to reconnect with staff and students, observe classrooms and touch base with administrators. On the provincial professional development day, I joined Christina Lake Elementary School's primary team as they learnt about building strong literacy practices and routines with Daily 5 from Tracey Minette. Finally, I joined students and staff from Midway and Greenwood Elementary Schools in the afternoon as they began their e-portfolio journeys with MyBlueprint.

Highlights

- CR4YC – Changing Results for Young Children: Our first meeting was held in Castlegar on October 15th. We have two K/1 teachers, Denise Herdman and Leanne O'Brien, attending along with Sandy Podmoroff who is a StrongStart facilitator. The focus of these sessions is to support the well-being of our students through a focused inquiry of one child. A great article about CR4YC is in the current Learn magazine – here is the link: <http://www.bced.gov.bc.ca/bulletin/20191031/changing-results-for-young-children.pdf>
- JCAM – Jointly Convened Annual Meeting: I was honoured to take Joan Holmes to this event on October 16th. We started our morning with a keynote address by Chief Dr. Robert Joseph, O.B.C., Hereditary Chief of the Gwawaenuk First Nation. He is also the Ambassador for Reconciliation Canada, and an Honorary Witness to Canada's Truth and Reconciliation Commission. We also learnt about the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and its potential impact as the BC government introduces legislation to have it incorporated into law. Another focus was on equity for Indigenous learners and how we can reach all vulnerable students with this lens.
- SOGI 123 Summit: I was able to attend my first conference on October 30th. We had workshops around intersectionality, meaningful youth engagement, and Two-Spirit/Indigenous queer perspectives. A parent panel gave insight on the ways SOGI 123 has had a positive impact on their children's experiences in school, as well as the challenges they still face around the province. We ended the day with round-table discussions about a number of topics including small schools and communities, planning

SOGI events, and bringing policies to life. A big emphasis was on how to ensure the diversity of stories in our districts are represented in our schools and classrooms.

Learning 51

- Carole Fullerton was in-district on October 1st and 2nd, working with intermediate teachers across the District on multiplicative thinking.
- Tanis Anderson was in District on October 17th & 18th, working with primary teachers on the new reading assessment, and building action plans based on those reading assessments to best meet student needs.
- WKTEP practicums: we have three teacher candidates this year: one at GFSS, one at BCSS and one at WBES. A big thank you to all the sponsor teachers, staff and administrators who work with the TCs – what a valuable experience for everyone to learn and grow.

