



# School District No. 51 (Boundary)

Regular Meeting of the Board of Education

November 12, 2013

School Board Office at 6:00 p.m.

## Agenda

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### Call to Order

### Presentations/Delegations

French Exchange – David Reimer

### 10 Minute Comment Period

### Adoption of Agenda

### Adoption of Minutes

October 8, 2013 – Regular Meeting Minutes

### Report on In-Camera Meeting from October 8, 2013

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

### Business Items

#### 1. Superintendent's Report

- Report for October 2013 (Attachment)

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

- Report October 2013 (Attachment)
- Enrolment (Attachment)
- Expenditure Report (Attachment)
- AFG Bylaw Update

There has been a shift of \$15 million from the Ministry's operating budget to its capital budget which has created a change to the operating/capital split. Therefore with the reduction to the operating portion, there will now be only one payment, which the District received in August, 2013. Prior to the issue of the amended COA, the Board must adopt a revised capital project bylaw for the full capital portion.

**MOTION:** "That the Board of Education unanimously agrees to give the revised Capital Project Bylaw No. 126642-2 all three readings at this meeting of November 12th, 2013."

**MOTION:** "A BYLAW by the Board of Education of School District No. 51 (Boundary) (hereinafter called the "Board") to adopt a Capital Project 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 Capital Project No. 126642-2.

NOW THEREFORE the Board agrees to the following:

- (a) Upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the project substantially in accordance with the Project Agreement;
- (b) Observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) Maintain proper books of account, and other information and documents with respect to the affairs of the Project, 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 and specifying a maximum expenditure of \$410,065 for Project No. 126642-2 is hereby adopted.
2. This Bylaw may be cited as "School District No. 51 (Boundary) Capital Project Bylaw No. 126642-2.

MOTION: "That the Board of School District No. 51 (Boundary) approve the revised Capital Project Bylaw No. 126642-2 as read a first, second and third time, passed and adopted the 12th day of November 2013.

**3. Director of Learning Report (Attachment)**

- Report for October 2013

**4. Committee Reports**

- Policy Committee
- Operations Committee

**5. Talking Break**

- Impact of Extracurricular Programs on Student Learning & Engagement

**6. Trustee Reports**

- BCSTA Provincial Council
- BCPSEA Symposium

**7. Around the Boundary**

**Trustee Activities and Upcoming Events**

- BCSTA Academy – December 5 to 7, 2013
- FNESE – December 12 to 14, 2013

**Future Agenda Items**

**Next Board Meeting:** December 10, 2013, 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, 2013  
Boundary Learning Centre, Midway, BC

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The Chairperson called the meeting to order at 6:00 p.m.

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

## Presentations/Delegations

Marilyn Hanson and a group of students from BCSS gave a presentation highlighting events from the Truth, Healing and Reconciliation Conference.

## Adoption of Agenda

MOVED Harshenin  
2ND Strukoff

[“That the Agenda for October 8, 2013 be adopted as circulated.”](#)

CARRIED

## Adoption of Minutes

MOVED Zitko  
2ND Reid

[“That the Minutes of the September 10, 2013 Board Meeting be adopted as circulated.”](#)

CARRIED

## Report on In-Camera Meeting from September 10, 2013

The Board discussed personnel issues, properties/facilities, and met with the Financial Auditors.

## Business Items

### 1. Superintendent’s Report

The Superintendent reported on the September school visits, and the allocation of the LIF funds. He attended the Erase Bullying regional working sessions in Trail October 1st, 2nd and 3rd. Class sizes are in compliance.

### 2. Secretary-Treasurer’s Report

The Secretary-Treasurer presented the Operations/Transportation report for October 2013. Of note was the pro-d event held for supervisors, bus drivers and custodians on September 27<sup>th</sup>. She also distributed the enrolment report as of September 30th, 2013.

### 3. Director of Learning Report

The Director of Learning presented the October 2013 report. Staff learning and school visits were outlined as well as special education strategies and Aboriginal education events.

### 4. Talking Break

The Director of Learning shared a video on AbEd Truth and Reconciliation.

MOVED Gee  
2ND Strukoff

[“That the Board write a letter to Prime Minister Harper that work on the First Nations Aboriginal Act be slowed down so a more comprehensive consultation can be done with the Aboriginal people”](#)

CARRIED

**5. Committee Reports**

Trustee Gee reported the sub committee met on October 7th, 2013 and worked on the development of the Sexual Orientation and Gender Diversity Policy. The committee would like to seek input from Counselors and Childcare Workers.

**6. BCSTA Provincial Council Motions**

The Board discussed the motions and advised Trustee Riddle how to vote at Provincial Council on behalf of the Board.

**7. Trustee Reports**

Trustees Zitko, Strukoff and Harshenin reported on the Kootenay Boundary Branch Meeting held in Invermere in September.

**8. Around the Boundary**

September 2013 Around the Boundary was presented.

Meeting adjourned at 7:28 p.m.

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Chairperson

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Secretary-Treasurer

Kevin Argue  
Superintendent of Schools  
**Month-End Report**  
**November 12, 2013**



## **School Visitations**

- West Boundary Elementary School
  - Visited the classes of Mrs. Frank, Mrs. Herdman, Mrs. Mader, Mrs. McDonald, Mrs. Fraser, Ms. Smuin and Mrs. Harper
  - Shared a cake celebrating Mrs. McDonald's birthday!!!
  - Met with Principal Brian Foy
  - Met with Vice Principal Jennifer MacDonald
  - October NID Day Visit with staff working on Classroom Blogs led by Sara Liebel
- Hutton Elementary School
  - Elementary District Soccer Play day
  - October NID Day Visit
  - Met with Principal Marci Butler
- Boundary Central Secondary School
  - Moodle meeting with Anna Lautard and Louise Bayles
  - Met with Principal Louise Bayles
  - October NID conversation with BCSS staff regarding Inquiry Process on valuing diverse cultures within their school
- Midway Elementary School
  - Brought Smart Table to school with Shawn Lockhart
  - Visited Mrs. Macfarlane's class
  - Spoke with TTOC Mr. Osellame
- Perley Elementary School
  - October NID conversation with iPad group and Special Education staff
  - Met with Principal Bob Chapman
  - Met with Vice Principal Student Services Joanne Gidney
- Grand Forks Secondary School
  - Attended the October 31 school assembly and "Passions Day" events
  - Met with Principal Scott Stewart and Vice Principal Mike Phelan
- Walker Development Center
  - Shared a wonderful Harvest Lunch Turkey meal made by students, staff and families



## District Planning

The Four Goals of the SD51 Achievement Contract are:

1. To embed the Inquiry Process into teaching and learning throughout SD51
  - Conversations with all schools regarding progress on Inquiry
  - Obtaining feedback regarding support required for Inquiry work in schools
2. To improve student achievement in Reading, Writing and Numeracy
  - Many staff attended Professional Development sessions on these topics
3. To implement emerging technologies in teaching and learning in all classrooms for all students in School District 51
  - iPad implementation and professional development occurring in schools
  - Online communication tools – web pages, email, blogs
  - Smart Table demonstrations in elementary schools
  - Further development of online teaching tools for blended learning
4. To develop a District-shared vision to embed Health Promoting Schools initiatives into the schools and classrooms of School District 51
  - Karly Olsen, the SD51 Healthy Schools Coordinator completed student health surveys at BCSS and GFSS using Fluid Survey
  - Karly has met with most schools and Principals regarding health initiatives and concerns

## District Initiatives

- I have been in communication with SPERAS Consulting that provides training for students, staff and parents regarding Suicide Prevention and Self Harm Awareness. We will hopefully have these trainers in the District in the near future.
- I have also been in discussion with Jesse Miller of Mediated Reality regarding providing workshops for students, staff and parents.

## Ministry Initiatives

- Erase Bullying – Kevin Argue, Superintendent, Contact/Safe Schools Coordinator. Regional working session set for Oct. 1<sup>st</sup> for secondary teams and Oct. 2<sup>nd</sup> and 3<sup>rd</sup> for elementary teams in Nelson.
- The Ministry has announced it has entered into a contract with Fujitsu Consulting (Canada) to deliver 'ConnectEDBC' a new student information system to replace BCeSIS. Transition to the new system will happen in two phases. The first will begin in the Spring of 2014 and the second in the spring of 2015.

## Meetings out of the District

- Erase Bullying Working sessions – October 1-3 in Nelson
- Kootenay Regional BCSSA meeting – Rossland October 11<sup>th</sup>
- Safe Schools Coordinator meeting – Richmond – October 23<sup>rd</sup>
- BCSSA Fall Conference – Vancouver, November 20<sup>th</sup>





## **SECRETARY- TREASURER'S REPORT**

### **Month End Report - October, 2013**

**Jeanette Hanlon, Secretary-Treasurer**

#### **Budget**

During the month of October, budget figures were entered into the accounting system. During the next months I will continue to monitor the budget and make adjustments as necessary. The Board will pass an amended budget in February 2014.

**Forms** – Over the month of October we have worked on the following reports for the Ministry.

- Form 1701 – Collection of FTE and headcount data for the District along with categorized special education students and Aboriginal students.
- Form 2003 – Collection of data on teachers' salaries as at September 30<sup>th</sup> which is used to determine the Educator's Salary Adjustment portion of the funding formula.
- Class Size – Used to calculate school district class size averages.
- Form 1530 - This report shows the FTE positions for the operating school year that the District knows of as at September 30<sup>th</sup>.
- Form 2001 - Reports newly hired staff as well as staff returning from leaves.

#### **Bus Orientation for K-3.**

Joanne Rooke and Ben Pazdzierski, bus drivers for SD51, provided a 15 minute orientation on the rules of riding the school bus to all students in K-3 throughout the District.

#### **Grounds**

All irrigation systems have been flushed and prepared for winter. Leaves are still falling from the trees. With the current snowfall, the process of leaf pick up may have to wait until spring!



#### **Health & Safety**

The first District Joint Health and Safety meeting for this school year was held in October.





### **Transportation**

Good News! We will be getting the three new buses that we submitted for on our Capital Plan. As in the past, they will probably arrive during the summer months and then will be in operation for school start up in the fall.

### **Harvest Lunch**

Thank you to the Walker Development Centre staff and students for the lovely Harvest Lunch. It is always a great event to attend!

**School District No. 51 (Boundary)**  
**Enrolment**  
**As of October 31, 2013**

**Head Count**

	<b>31-Oct-13</b>	<b>30-Sep-13</b>	<b>Increase (Decrease)</b>	
GFSS	341	342	(1.0000)	
Perley	261	264	(3.0000)	
Hutton	241	241	-	
CLES	85	85	-	
BCSS	123	123	-	
MES	33	32	1.0000	
GWD	32	31	1.0000	
WBES	106	107	(1.0000)	
BES	10	10	-	
Big White	27	27	-	
Walker	25	22	3.0000	
<b>Total</b>	<b>1284</b>	<b>1284</b>	<b>0.0000</b>	

## Expenditure Report

Object	Title	October	YTD	ENCUMBERED	BUDGET	Remaining	%
10	Principal & Vice Principal Sal	82,805.50	314,468.23		995,249	680,781	68
11	Teacher Salaries	559,092.16	1,124,844.93		5,750,161	4,625,316	80
12	Non-Teachers Salaries	228,913.20	680,666.69		2,879,075	2,198,408	76
13	Management Salaries	32,589.83	130,359.32		403,401	273,042	68
14	Substitute Salaries	49,990.51	75,634.04		509,159	433,525	85
19	Trustees Indemnity	6,268.40	25,073.60		75,223	50,149	67
21	Statutory Benifits	30,700.43	91,385.57		573,573	482,187	84
22	Pension Plans	124,289.56	292,111.95		1,374,038	1,081,926	79
23	Medical And Life Benifits	51,348.45	176,559.60		614,496	437,936	71
31	Services	21,654.57	152,564.54	1,097.58	564,297	410,635	73
33	Student Transportation	8,373.61	12,804.60	771.5	83,105	69,529	84
34	Training & Travel	11,958.43	63,685.34	87.98	229,810	166,037	72
36	Rentals & Leases	2,794.00	11,176.00		33,528	22,352	67
37	Dues And Fees	1,749.31	53,599.71		71,790	18,190	25
39	Insurance	28,393.00	61,114.00		67,400	6,286	9
51	Supplies	78,056.36	242,133.17	25,916.43	1,057,572	789,523	71
54	Electricity	6,253.12	54,549.69		283,000	228,450	81
55	Heat	2,276.51	6,319.67		143,000	136,680	96
56	Water And Sewage	65.75	2,299.16		21,000	18,701	89
57	Garbage And Recycling	1,180.02	3,748.90		17,000	13,251	78
<b>Totals</b>		<b>1,328,752.72</b>	<b>3,575,098.71</b>	<b>27,873.49</b>	<b>15,745,877.00</b>	<b>12,142,904.00</b>	<b>77</b>



# October 2013 Report

## Director of Learning

### Doug Lacey

#### School Visits



##### Hutton Elementary School

- Visited Mrs. N. Strukoff's K/1 classroom (October 2)
- Visited Mrs. Gustafson's K/1 classroom and observed "picnic reading time" and "My Heart Fills when...." Writing activity and met with the school Principal to discuss Learning Assistance and Special Education challenges and successes (October 17)
- Visited Mrs. M. Strukoff's Grade 2/3 class and observed a mathematics lesson on guessing and testing and estimation.

##### Perley Elementary School

- Visited Mr. Nordman's 6/7 class and observed a lesson on "Global Citizenship" and a "Global View" (Oct. 16)
- Visited Mrs. Clemens' Grade 4/5 class and observed a lesson on the "Canada Food Guide" and serving portions (October 16)
- Visited school Principal and observed a Fire Drill (October 16)



##### Grand Forks Secondary School

- Visited Mr. Hawkin's Grade 12 Mathematics class and observed students working in pairs on factoring polynomials
- Visited Mr. Penner's Grade 9 metalwork class and observed students working on various fabrication projects
- Visited school Principal (October 16)
- Visited Ms. Matheson's Grade 9 English class and observed a novel study of The Boy in the Burning House (October 18)



##### Christina Lake Elementary School

- Visited Mrs. King's Grade 2/3 class and observed learning and play centres
- Visited Ms. Rehbein's Grade 4/5 class and observed arts and crafts lesson incorporating sewing (Oct. 17)
- Visited School Principal

##### Big White Community School

- Visited Ms. Liebel's Junior Class and Ms. Ryan's Senior Class and observed a whole-school P.E. lesson focused on cardio-vascular activity and cooperative play, also sustained silent reading, while teachers had individual student read to them, and the beginning of a whole-school French lesson.



On October 25, Mr. Argue and I toured the school district and observed and participated in various professional development activities for the provincial non-instructional day.

We visited primary and intermediate staff from across the district at WBES where they were sharing practices and strategies on communicating with parents and community in meaningful ways using electronic newsletters and classroom blogs.



At BCSS many of the staff were working together on school-wide strategies and planning as part of their inquiry work around belonging and cultural connectedness. There were iPads in the classroom sharing with intermediate teachers at D.A. Perley. Of course many teachers across the district had travelled to professional development events around the province.

I am currently working on deploying the Middle Years Development Instrument of student health and wellness in partnership with the UBC Human Early Learning Partnership. This anonymous, self-reporting survey will be done by all grade 4 and 7 students in the district during the month of November. Results will be sent back to the district in the spring for analysis at the district and school level. This will be the third year of results at the grade 4 level and the first for the grade 7 level (piloted and field-tested in three BC districts last year).

## **Special Education and Student Services**

- October 2nd– Joanne Gidney, Brenda Fitzner and I met to review referrals for assessment from schools and set schedule of new assessments to be done for October and November.
- Joanne Gidney has been working with individual schools as a support to enhance the work they are doing with students with special needs. This continues to be her major work on Wednesdays, as well as reviewing special education referral documents from schools. Joanne has also been meeting regularly with Brenda Fitzner to ensure that timely and informative referrals are useful for our Psych. Ed. services.
- Joanne Gidney organized a professional development day for our Secondary School special ed. staff on the October 25<sup>th</sup> Professional Development day.



## Aboriginal Education

- October 15-18 – Bev Lambert presented Metis Curriculum and Metis Jigging with Grade 2/3 classes across the district and presented Metis history and culture and jigging in Ms. Merry's Socials Studies 11 class at GFSS
- October 28-31, Taress Alexis, of the Sinixt nation, was in the Boundary to teach how to make Corn Husk Dolls to the Grade 4/5s across the district. She has inherited the talent of traditional story telling from her mother Marilyn James and the many elders within her family. Children and adults love to listen to her stories as she brings the traditional characters to life.
- Aboriginal student learning plans are almost complete across the district and the aboriginal education staff and school Principals are beginning to use the documents to make decisions on how best to support individual Aboriginal students.
- Mrs. Hecht, Mrs. Hansen, and the BCSS and GFSS Fine Arts and Aboriginal support staff have been busy preparing for the mural work of Terry Jackson in both schools during the month of November.



## Partnership Meetings

- October 1 – Attended meeting of the Boundary Early Years Advisory Committee (BEYAC) and Children and Youth with Special Needs (CYSN)
- October 4th – Superintendent/Principals' Meeting
- October 7<sup>th</sup> – Literacy Anthology Committee Meeting
- October 10-11 - Regional BCSSA Conference
- October 21 – Attended Human Early Learning Partnership Expo focusing on moving EDI and MDI results to action in our communities.