



# School District No. 51 (Boundary)

Regular Meeting of the Board of Education

Tuesday, January 18, 2022 at 6:00 p.m.

Via Zoom

## Agenda

---

### Call to Order

### Opening Acknowledgement

"With gratitude, we acknowledge that School District 51 resides on the unceded traditional territory of the Interior Salish people. We also acknowledge the enduring presence of all First Nations, Inuit and Métis people. May we always live and care for these lands with respect."

### 10 Minute Comment Period

### Adoption of Agenda

### Adoption of Minutes

December 14, 2021 – Regular Meeting Minutes

### Report on In-Camera Meeting from December 14, 2021

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

### Correspondence

### Business Items

#### 1. Strategic Plan Update (Attachment)

- Equity, Inclusion & Belonging
- Student Voice & Agency
- Wellness & Resiliency
- Community Connections

#### 2. Big White Community School Reconfiguration

#### 3. Presentations/Delegations

- Peter Scott, District Principal of Innovation & Technology – e-Portfolios

#### 4. Committee Reports

##### FINANCE

- Expenditure Report (Attachment)
- 2021/2022 Budget Update
  - Recalculated Operating Grant (Attachment)
  - Amended Budget (Attachment)
- Budget 2022/23 Process (Attachment)

##### OPERATIONS

## **POLICY**

### **TRUSTEE ORIENTATION**

#### **5. Board Chair Report**

#### **6. Senior Management Reports**

- Superintendent Report (Attachment)
  - School Reports (Attachment)
- Secretary Treasurer Report (Attachment)

#### **7. Trustee Reports**

- |  |                      |
|--|----------------------|
| • Boundary Indigenous Education Advisory Committee | • PAC Highlights     |
| • BCSTA Kootenay Boundary Branch                   | • BCPSEA             |
| • Rec Commission                                   | • OLRC               |
| • BISM   | • Community Literacy |
|  | • GFSSAG             |

#### **8. Around the Boundary**

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

- Midway School Closure Consultation Session 1 - January 24, 2022 at 6 p.m.
- Policy Meeting – January 25, 2022
- BCPSEA AGM – January 27-28, 2022
- BCSTA Provincial Council Meeting – February 11/12, 2022
- BCSTA AGM – April 21-24, 2022
- BCSTA Provincial Council – April 23, 2022

#### **Future Agenda Items**

**Next Board Meeting:**                      **February 15, 2022**  
   **6:00 p.m. via Zoom**

#### **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, December 14, 2021 at the School Board Office

---

The Chairperson called the meeting to order at 6:05 p.m.

Present:	R. Zitko	Chair
	J. Massey	Vice Chair
	B. Bird	Trustee
	M. Danyluk	Trustee
	K. Jepsen	Trustee
	C. Strukoff	Trustee (via Zoom)
	L. Van Marck	Trustee
	A. Lautard	Superintendent
	M. Burdock	Secretary-Treasurer

Absent: Nil

Acknowledgement of the Indigenous peoples and ancestors.

### Adoption of Agenda

MOVED Strukoff  
2ND Massey

*"That the Agenda for December 14, 2021 be adopted as circulated."*

CARRIED

### Adoption of Minutes

MOVED Jepsen  
2ND Massey

*"That the November 16, 2021 Regular Board Meeting minutes be adopted as amended."*

CARRIED

### Correspondence

Nil

### Business Items

#### 1. Strategic Plan Update

- Student Trustee Colin gave an update on happenings at Boundary Central Secondary.
- Superintendent Lautard presented the strategic plan update.

2. **Midway Elementary School Closure**

Superintendent Lautard gave a brief update. After discussion, the Board made the following motion:

MOVED        Bird  
2ND            Jepsen

“That the Board initiate the consultation process for the closure of Midway Elementary School.”

CARRIED

3. **Presentations and Delegations**

Boundary Central and Grand Forks Secondary band/choir performances were presented.

4. **Committee Reports**

**FINANCE**

- Secretary Treasurer Burdock presented the expenditure report to date.

**OPERATIONS**

- Capital Projects – Secretary Treasurer Burdock gave an update on operations to date. She also presented a breakdown on the status of capital projects for the 21/22 school year.

Bronwen Bird declared a pecuniary conflict of interest and did not participate in the Community Rentals discussion.

- Community Rentals – Secretary Treasurer Burdock presented a community rentals update. After discussion, the Board passed the following motion:

MOVED        Massey  
2ND            Van Marck

“That the Board reopen School District facilities for community rentals in January 2022, pending that a booking system is in place.”

CARRIED

**POLICY**

MOVED        Strukoff  
2nd            Massey

“That the Board adopt Policy No. 3063 – StrongStart Early Learning Centres, as circulated.

CARRIED

MOVED            Strukoff  
2nd                Massey

“That the Board adopt Policy No. 1356 – Global Positioning Systems on District Vehicles, as circulated.”

CARRIED

**TRUSTEE ORIENTATION**

Nil

**5. Board Chair Report**

Board Chair Zitko gave acknowledgement to all the school districts working together to provide support to areas affected by the flooding. She also shared highlights from the BCSTA Trustee Academy.

**6. Senior Management Reports**

- Superintendent Lautard presented her report for November 2021 as well as the school reports on November events.
- Secretary Treasurer Burdock presented her report for November 2021. She highlighted the remedy process as well as pro-d events attended.

**7. Trustee Reports**

- BCSTA Kootenay Boundary Branch – Trustee Strukoff reported out.
- BISM – Trustee Jepsen reported out.
- PAC Highlights – Trustees Van Marck and Bird reported on the Hutton and GFSS Pac meetings attended.

**8. Around the Boundary**

Around the Boundary for November 2021 was presented.

Meeting adjourned at 8:20 p.m.

---

Chairperson

---

Secretary-Treasurer

## Strategic Plan Update

Each month, specific initiatives relating to School District 51's [Strategic Plan](#) will be reported on to assess the progress made thus far. Some of the initiatives can be found in [year one](#) of the district's strategic operational plan, while others may be imbedded into school structures. Schools also can report on budget proposals used for their school growth plans.

### District Initiatives

- Student Trustee Reports (Student Voice & Agency; Community Connections; Equity, Inclusion & Belonging; Wellness & Resilience)
  - Abby Segstro
  - Jacob Colin
  - Payton Maffioli
- Amy Allan (Wellness & Resilience)
  - Confidential counselling to staff
  - Currently 24 staff on program, from all job categories (around 10% of staff)
  - Some are connecting via Zoom or phone; others attending in-person in Grand Forks
  - Common themes
    - Stress around COVID-19
      - Differing opinions within families (vax/no vax)
    - Worry for family members/children showing stressful behaviour/conflict
    - Stress around meeting challenges at school
    - Old trauma resurfacing with stress
  - Everyone's "window of tolerance" is incredibly diminished by larger societal pressures (fear/anxiety/anger)
  - Staff has indicated the following:
    - Gratitude that mental health is being taken seriously by SD51
    - Acknowledge it is not happening in other districts in this way
    - Appreciate tools they are being given to help manage their mental health
- Hiring from Budget Proposals
  - 0.25 Speech Language Pathologist
  - 0.25 Literacy Support teacher at WBES

### School Initiatives

- 4-Schools and Katie White Professional Development
  - Ordered Katie's *Softening the Edges* book to share with staff (budget proposal)
    - Two professional development days (non-instructional days) to build assessment practices have been scheduled in late January and mid-May.
    - As a team will be building understanding of assessment and will focus on assessment and e-Portfolios.

- Hutton, Perley and Christina Lake Literacy Initiative
  - Purchased initial portion of Leveled Literacy Intervention program
    - powerful, short-term intervention, that provides daily, intensive, small-group instruction, which supplements classroom literacy teaching. *LLI* turns struggling readers into successful readers with engaging leveled books and fast-paced, systematically designed lessons.
  - Training for staff
    - LLI Green System training via Zoom on December 9<sup>th</sup>
      - Link available to those unable to attend
      - Training included a brief introduction/overview of the LLI system/components, plus lesson frameworks, instructional routines, and possible classroom management/schedules to support implementation of plan
  - Staff using assessment kits in classrooms
  - Literacy Support teachers are assessing what else is needed in terms of resources based on the needs identified in students
  
- Perley
  - Breathing Initiative:
    - Sarah Stoochnoff spent her first day working on the breathing initiative at Perley on January 12<sup>th</sup>.
    - Led students and staff in small groups through various breathing and regulation exercises so that each class can continue to build on this work in the coming week.
    - Next visit, she will check in on how classes are keeping up with their daily breathing, answer questions, and provide additional tips and exercises.
    - Her final day at Perley will be sharing some of the neuroscience behind breathwork with students and staff, then meeting with parents via Zoom to give some ideas for carrying on this work at home.
  - Russian Cultural Program:
    - Perley's Russian Cultural program has become a favourite learning opportunity for many of our students.
    - Thanks to the grant we received, five classes had a chance to experience some traditional Russian cooking (and eating!) in December.
    - Primary classes are now learning about Пётр и волк (Peter and the Wolf) and plans are in the works for borscht making and a Maslenitsa celebration before Spring Break.
    - It's been incredible to see how students connect to the rich heritage of our valley – those who knew about it before and those who are just experiencing it for the first time!

- Big White Community School
  - Purchased snowshoes for outdoor education
  - Purchased books to increase diversity in library (particularly Indigenous books)
  - Hired 0.25 support teacher to help with school complexity
  
- Walker Development Centre Exercise Room
  - Gym flooring from DynoFlex, TV wall mount, TV
  - The flooring was installed last summer and looks great.
  - Students are using the gym daily and following the SD51 usage and cleaning procedures we have outlined for our students.
  - The TV wall mount and TV not installed yet. It is in work order system.
  - Students report that they like the flooring and it is clean and comfortable to use. The colour adds energy to the room.
  - The staff notice students are using the room regularly (5 students) and anticipate once the TV is installed and fitness and relaxation focused apps are accessible, the students will continue to use this space regularly to enhance their physical and emotional health AND it may entice other students to try out the space.





Fund : 0 General Operating

OB	TITLE	DEC	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
10	Principal & Vice Principal Sal	107,732.18	635,198.97		1,270,376	635,177	50
11	Teacher Salaries	674,002.97	2,698,171.21		6,429,247	3,731,076	58
12	Non-Teachers Salaries	352,951.61	1,668,194.63		4,037,759	2,369,564	59
13	Management Salaries	41,420.50	253,575.77		674,797	421,221	62
14	Substitute Salaries	41,281.96	184,278.63		509,195	324,916	64
19	Trustees Indemnity	7,769.67	46,618.02		91,408	44,790	49
21	Statutory Benefits	66,924.29	341,138.50		981,942	640,804	65
22	Pension Plans	119,834.87	535,308.37		1,364,667	829,359	61
23	Medical And Life Benefits	55,485.64	214,296.30		806,141	591,845	73
31	Services	84,127.81	266,767.32		654,564	387,797	59
33	Student Transportation	7,247.29	36,644.23		108,713	72,069	66
34	Training & Travel	39,700.22	71,675.45	27,777.75	254,609	155,156	61
36	Rentals & Leases	2,794.00	16,764.00		33,528	16,764	50
37	Dues And Fees	27,149.36	32,237.62		94,157	61,919	66
39	Insurance		41,922.79		45,075	3,152	7
51	Supplies	66,736.32	297,274.76	2,366.71	833,301	533,660	64
52	Learning Resources	451.97	9,525.98	338.10	47,259	37,395	79
53	Library Books	1,960.19	3,772.85		25,990	22,217	85
54	Electricity	7,623.54	100,553.46		277,070	176,517	64
55	Heat	19,754.17	40,381.60		160,810	120,428	75
56	Water And Sewage	788.53	7,466.63		22,820	15,353	67
57	Garbage And Recycling		8,753.09		27,440	18,687	68
58	Furn. & Equipment Replacement		1,993.01		31,900	29,907	94
59	Computer Equipment Replacement	1,988.27	1,988.27		10,100	8,112	80
TOTAL FOR Fund - 0		1,673,426.64	7,514,501.46	30,482.56	18,792,868	11,247,884	60
GRAND TOTAL		1,673,426.64	7,514,501.46	30,482.56	18,792,868	11,247,884	60

OBJECT				Year-to-Date	Budget	Unspent	% Unspent	NOTES
11/12	Salaries:	Teachers/Non-teachers	10 month employees	4,366,366	10,467,006	6,100,640	58.28%	4 out of 10 months, expect 60% unspent.
10/13/19		PVPs/Mgmt/Trustees	12 month employees	935,393	2,036,581	1,101,188	54.07%	6 out of 12 months, expect around 50% unspent
14		Substitues	Sick, Sick Family, LT Sick,	184,279	509,195	324,916	63.81%	Majority of costs associated with 10 month employees expect 60% unspent. December is low month as 2 weeks of Winter break
21	Benefits:	Statutory benefits (EI, CPP)	Employer paid portion of CPP and EI ; as well as 1.95% Employer Health Tax (EHT)	341,139	981,942	640,804	65.26%	Majority of costs associated with 10 month employees (60% unspent); CPP/EI paid on calendar year - many employees max out by June. Costs will increase in Jan
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	749,605	2,170,808	1,421,203	65.47%	Mix of 10 and 12 month employees, but majority are 10 month (60% unspent)
31-39	Services:	Includes: Services, Student Transportation, Training/Travel, Rentals, Dues/Fees and Insurance		493,789	1,190,646	696,857	58.53%	See NOTE 1 below for details
51	Supplies:	Supplies		299,641	833,301	533,660	64.04%	Schoool budgets (supplies for instruction, SpEd, AbEd, Admin) as well as: SBO, Maintenance, Cusotidal and Transportation supplies
52/53		Learning Resources/Library Books		13,637	73,249	59,612	81.38%	School budgets for library books and learning resource
54/55		Electricity/Heat,		140,935	437,880	296,945	67.81%	6 out of 12 monthss (50% unspent) - coldest months to come, expect surplus
56/57		Water/Sewer and Garbage/Recycling		16,220	50,260	34,040	67.73%	6 out of 12 monthss (50% unspent) - coldest months to come, expect surplus
58/59		Furniture/Equipment & Computer Equipment Replacement		3,981	42,000	38,019	90.52%	School furniture/equipment budgets, as well as: equipment for Operations and all IT/tech replacements
				7,544,984	18,792,868	11,247,884	59.85%	

NOTE 1

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

Object	Year-to-Date	Budget	Unspent	% Unspent	
31 Services	266,767.32	654,564.00	387,796.68	59.25%	Consulting, Legal, Audit, Telephone, Contract Software, Postage
33 Student transportation	36,644.23	108,713.00	72,068.77	66.29%	Schools transportation budgets (curricular, extra-curricular, and transportation grant)
34 Training/ Travel	99,453.20	254,609.00	155,155.80	60.94%	Training/travel across SD (instruction, District admin, O&M, transportation)
36 Rentals/Leases,	16,764.00	33,528.00	16,764.00	50.00%	525 monthly lease from City, 6 out of 12 months (50% unspent)
37 Dues/Fees	32,237.62	94,157.00	61,919.38	65.76%	Senior mgmt professional association fees, BCSTA, Make a Future, OLRC, SD23 re Claims Mgmt contract
39 Insurance	41,922.79	45,075.00	3,152.21	6.99%	SPP and fleet insurance (paid upfront)
	493,789.16	1,190,646.00	696,856.84		



# Briefing Note

## Recalculated Operating Grants

In February of each year, all districts in BC report projected enrolment information for the upcoming school year to the Ministry. Based on these projections, the Ministry announces preliminary operating funding for each district in early March.

At September 30, all districts report actual enrolment information to the Ministry through the 1701 verification process. The Ministry then recalculates the operating funding based on these actuals and announces the recalculated funding in December for that school year.

On December 17/2021, the Ministry released the Recalculated Operating Grants for 2021/22.

### Provincial highlights:

- Rates and basic allocations remain unchanged from the preliminary grants
- Provincial school-aged enrolment after September 1701 = 557,505
  - Up ~9.9K FTE from September 2020
  - Largest annual increase since 1996/97 and 6<sup>th</sup> annual increase in last 7 years (2020/21 saw decreased enrolment in bricks and mortar due to COVID)
  - 49 of 60 districts had more school-aged students compared to previous September
  - All but 1 district seeing increase in funding compared to 2020/21
- Distributed Learning enrolment down, ~10K compared to 13K in 2020/21
- Homeschool enrolment down, ~1.6K compared to 2.3K in 2020/21
- Overall, Unique Student Needs enrolment increased over 2020/21
  - \$32 mil more in funding, with most growth in level 2 funding
- Total provincial operating budget = \$5.844 billion
  - \$311.4 mil more than 2020/21
- Classroom Enhancement Fund (CEF) = \$525.4 million, up \$40.1 million from 2020/21
  - Funding additional 4,500 teacher FTEs across the province

### School District No. 51 (Boundary) highlights:

- Estimated operating grant (March 2021): \$18,316,444
- Final operating grant (December 2021): \$18,596,278
- Increase of **\$279,834**, with details as follows

	March estimates	September actual	Change	Impact (\$)
K - 12 enrolment	1,244.7500	1,298.5000	53.7500	423,821
Homeschoolers	4.00	12.00	8	2,000
Course challengers	0	1.00	1	246
Enrollment decline	0	0	0	0
Aboriginal education	339.00	355.00	16.00	25,040
SpEd, Level 1	2.00	2.00	0	0
SpEd, Level 2	85.00	81.00	-4.00	-85,120
SpEd, Level 3	16.00	13.00	-3.00	-32,250
Adult Ed enrolment	0.6750	0.00	-.6750	-3,395
Equity of Opportunity	\$62,924	\$64,639	\$1,715	1,715
Salary differential	\$597	<b>-\$284</b>	- \$881	-52,223
<b>Total increase</b>				<b>\$279,834</b>



## Briefing Note

### Amended Budget 2021/22

The 2021/22 Budget was passed by the Board in June 2021. The Ministry of Education requires an amended budget be adopted and submitted by February 28, 2022. A full draft amended budget will be presented to the Board at the Finance Committee meeting on February 8. Below is preliminary data known to-date that will inform the amended budget.

The original budget for 2021/22 reported the following:

Operating Fund Expenses (Sch 2)	\$18,715,319
Capital Assets Purchased from Operating (Sch 2)	42,000
Special Purpose Fund Expenses (Sch 3)	1,610,177
Capital Assets Purchased from SPF (Sch 3)	0
Capital Fund Expenses (Sch 4)	1,459,787
Capital Assets Purchased from Local Capital (Sch 4)	460,000
<b>Total Budget Bylaw (Stmt 2)</b>	<b>\$22,287,283</b>

Details of the *Operating Fund* reported in the original budget are as follows:

- Projected revenue: \$18,891,104
- Projected expenditures: \$18,715,319
- Net Revenue (Expenses): \$175,785
- Budgeted surplus for the year (after transfers): \$0

#### NOTES:

- Revenue
  - MOE funding was based on preliminary operating grants as announced in April
    - Update grant released in December shows **increase of \$279,832**
- Expenditures, Salaries & Benefits
  - Vacant teacher positions originally budgeted based on average cost, all positions now filled and actual salary costs used, increase of ~\$115K
  - Support staff staffing changes (addition of EA's, Day-time Cleaners), increase of ~\$150K
  - Exempt compensation plan approved by Board in October 2021, increase of ~\$27K
- Expenditures, Supplies & Services
  - Additional budget considerations to support implementation of Strategic Plan approved in November 2021, increase of ~\$415K
  - COVID-19 related costs updated, including
    - Masks, increased custodial supplies, increased utility costs, upgrading MERV filters etc., increase of ~\$75K

The Board appropriated \$500K of the 2020/21 Internally Restricted Operating Surplus to implement Strategic Plan Initiatives in 2021/22. And, although the District is receiving an additional \$44K in Restart/Health & Safety funding, additional costs associated with the pandemic are projected to exceed \$100K. As such, it is anticipated that the amended budget will report a planned deficit in the Operating Fund.



# Briefing Note

## Draft Budget 2022/23 Process

### GOALS:

1. Better alignment of budget meetings/timeline with reporting deadlines and other planning/staffing processes
2. Improve stakeholder engagement (internal and external)

### Other important dates:

February 15 = Enrolment projections for 2022/23, 2023/24 and 2024/25 due to MoE

February 28 = 2021/22 Amended budget due to MoE

February 28 = Teacher leave requests due to SD51

Mid-March = Class configurations and initial teacher staffing

May 15 = Deadline for teacher lay-off/transfers

June 10 = Education Assistant Post & Fill for September 2022

June 30 = 2022/23 Budget due to MoE

### Proposed budget process for 2022/23:

DATE	Meeting	Description	Attendees
January 18	Board of Education Meeting	Approve proposed budget process and timeline	Trustees, Senior Mgmt, Student Trustees
February 8	Finance Committee Meeting	Initial information session - review of past initiatives and available data	Trustees, Senior Mgmt, Student Trustees, PVP
February 22	World Café	Public meeting to query stakeholders on What went well? What can we do better?	Trustees, Senior Mgmt, Student Trustees, PVP, Staff, Public
March 1	Finance Committee Meeting	Internal stakeholder groups presenting to Board and senior mgmt.	Trustees, Senior Mgmt
April 26	Finance Committee Meeting	Review of initial staffing and preliminary budget compared to 2022/23 initial operating grant and projected surplus for 2021/22	Trustees, Senior Mgmt, Student Trustees, PVP
April 18 to May 20	N/A	PVP, District PVP and Senior Mgmt submit budget proposals/requests and evaluation of current year approved proposals	N/A
May 24	Finance Committee Meeting	Review and approval of budget considerations	Trustees, Senior Mgmt
June 9	Finance Committee Meeting	Review draft 2022/23 budget for recommendation to the Board	Trustees, Senior Mgmt
June 21	Board of Education Meeting	Adopt 2022/23 budget	Trustees, Senior Mgmt, Student Trustees



**Month-End Report  
December 2021  
Anna Lautard  
Superintendent of Schools**

**COVID-19**

**Omicron**

- Currently, the Omicron variant is the most commonly circulating variant of COVID-19 in B.C.
- This variant is more infectious and is resulting in higher numbers of infections, and there is risk of exposure in all settings.
- Emerging data from around the world indicates that the Omicron variant is causing less serious illness, especially in highly immunized populations like in B.C.
- Enhanced safety measures were released by BC Centre for Disease Control.
- To help districts and schools implement these enhancements and plan for potential disruptions, winter break was extended for most students in the province.

**Enhanced Safety Measures**

- Due to the recent rise in cases of COVID-19 in BC and the emergence of the more transmissible Omicron variant, public health has recommended time-limited enhancements to the [Public Health Guidance for K-12 Schools](#).
- The enhanced safety measures, released to the K-12 sector in an [Addendum – Public Health Guidance for K-12 Schools](#), include:
  - Strategies that prevent crowding during class transition times.
  - Hold school gatherings and events (e.g., assemblies, etc.) virtually; if they must be in-person, limit the number of people to no more than 50% operating capacity.
  - Hold staff-only gatherings (e.g., meetings, professional development activities) virtually where possible.
  - Limit visitors to those who are supporting activities that directly benefit student learning and wellbeing (e.g., teacher candidates, immunizers, meal program volunteers, etc.).
  - Pause extracurricular sports tournaments.
- While these enhanced measures may provide additional layers of protection, vaccines continue to be the most effective way to reduce the risk of COVID-19 within K-12 school settings. Everyone eligible is strongly encouraged to be fully vaccinated against COVID-19.
- School District 51 added an [addendum](#) to its Communicable Disease Plan.
- During the week of January 4 – 7, staff worked together with these additional measures to build school Communicable Disease Plans, which can be found on school websites.
  - Every school has a different context, so staff needed to work through different scenarios that affect them, such as potential crowding in hallways or classroom configurations.

**Management of School-Associated COVID-19 Activity/Continuity of Learning Plans**

- During January 4 – 7, staff also worked on Continuity of Learning Plans in case of school closures.
- Three types of possible closures:
  - Functional School Closure
    - A temporary closure determined by a school district or independent school due to a lack of staff to provide the required level of teaching, supervision, support, and/or custodial to ensure the health and safety of students.

- This would likely be due to a high number of staff or certain employees away who are required for a school to function, and the inability to temporarily replace them.
- Transportation Closure
  - A lack of staff able to provide the required level of transportation services for students.
  - Likely due to bus drivers and/or mechanics being away and the inability to replace those absences.
- Public Health Closure
  - Temporary closing of a school by order of a Medical Health Officer when they determine it is necessary to prevent the excessive transmission of a communicable disease (e.g., COVID-19).
  - New procedures in place in SD 51 to monitor school attendance to determine if they have met a public health determined potential activity signal.
  - When met, public health will be contacted, and SD 51 will work with Interior Health to determine next steps.
- Schools have created plans to ensure student learning continues in case of a closure or to manage staff absences.
  - Teachers have built detailed plans for students in case of their sickness or a closure
  - Principals and vice principals have created plans to manage staff absences
    - Continue to support those students who need the most support
    - Re-deploy as needed
- Senior management created procedures and systems to guide PVP on each of the types of closures.
- Senior Management and District Leadership Team have been routinely meeting via Zoom.

## Meetings

Dec	1 <sup>st</sup>	District Strategic Framework Team
	2 <sup>nd</sup>	BC Compassionate Systems Leadership Community of Practice
	6 <sup>th</sup>	Boundary Integrated Social Model: Indigenous Voice
	7 <sup>th</sup>	Agenda Setting Management Update
	8 <sup>th</sup>	Early Years: Childcare on School Grounds District Leadership Update
	10 <sup>th</sup>	Vicki Gee, Electoral Area 'E'/West Boundary Director
	13 <sup>th</sup>	BC Public Sector Employers Association Zoom
	14 <sup>th</sup>	Agenda Setting Management Update Continuous Improvement Cohort Board Meetings
	15 <sup>th</sup>	Health & Wellness BC Public Sector Employers Association Zoom
	16 <sup>th</sup>	BC Compassionate Systems Leadership Community of Practice Neurosequential Model in Education NME Team Debrief
	20 <sup>th</sup>	Global Compassionate Systems Leadership Call
	29 <sup>th</sup>	BC School Trustees Association and Ministry of Education Update
	30 <sup>th</sup>	Deputy Minister All Superintendents Update

## **SD 51 LEARNING TOGETHER**

- November 26, October 14, and September 2: Katie White and Assessment through a Leadership Lens
- September 27 – 30: Compassionate Systems Leadership
  - Four members of District Leadership team
- August 30 – September 1: Non-Instruction Days
  - Big White Community School (2 days)
    - Indigenous Learning/Ripple Effect of Resiliency – Monique Gray Smith Course
    - School Growth Plan
    - Staff Professional Inquiries
  - 4-Schools (2 days)
    - School Community
    - Truth & Reconciliation
    - Outdoor Education
  - Boundary Central Secondary School (3 days)
    - Ripple Effect of Resiliency – Monique Gray Smith Course
    - Open Parachute – mental health literacy
    - School Growth Plan
  - Hutton Elementary (2 days)
    - Literacy – Katie White, guided reading, literature circles
    - Social Emotional Learning – student profiles, class profiles, school profiles
    - School Growth Plan
  - Perley Elementary (2 days)
    - Wellness & Resiliency
      - Calmness within the Storm, Leader in Me, breathing practice
    - Strategic Directions & School Growth Plan
    - School Culture & Climate
  - Walker Development Centre (2 days)
    - Ripple Effect of Resiliency – Monique Gray Smith Course
    - Open Parachute – mental health literacy
    - School Growth Plan
  - Grand Forks Secondary School (2 days)
    - Universal Design for Learning (UDL)
    - First Peoples Principles of Learning
    - School Growth Plan
  - Christina Lake Elementary School (2 days)
    - Wellness & Resiliency
      - Calmness within the Storm, Leader in Me, breathing practice
    - Strategic Directions & School Growth Plan
    - School Culture & Climate





# School District 51 Boundary

## School Updates – December/January 2021/22



### BEAVERDELL ELEMENTARY SCHOOL

- Fig Newton, BES's North Pole Kindness Ninja, arrived and brought decorations for their tree and each day students found that he left a new act of kindness for them to complete.
- Students shared their Winter Concert with families outside, complete with a bonfire.
- Staff and students did Christmas caroling around Beaverdell, much to the delight of the community.
- Snowshoes were a big part of December's activities and students learned a new game, Pizza Tag.



### BIG WHITE COMMUNITY SCHOOL

- Students performed their Christmas Concert before Winter Break.
- Tons of holiday fun happened in December, including Christmas craft stations and lots of time outside enjoying the snow.

- Staff started 2022 off with time to prepare for the different scenarios that may arise in the next few months with the new COVID variant.



- Students and staff participated in Spirit Week activities in December, including Formal Day, a food drive, a Minute to Win It competition, and Christmas Spirit Day.
- Staff enjoyed a Christmas Luncheon hosted by Mrs. MacFarlane and the Senior Food Class.
- Staff were busy in early January preparing for potential pivots in the next term.





## **CHRISTINA LAKE ELEMENTARY SCHOOL**

- Our Virtual Christmas Concert was a success
- The PAC had very successful poinsettia and Purdy's chocolate fundraisers
- Students participated in a very fun session of outdoor dodgeball after building their own barriers out of snow
- Staff worked hard in the first week of school to create contingency plans for the potential pivots we may see in the next few months – from virtual learning to working with multi-grade groups they are ready for anything!
- Outdoor Education continues to be a big focus for K-7 – we had a great snowshoeing trip along the trail to the sand pits



## **DR. D.A. PERLEY ELEMENTARY SCHOOL**

- Our Virtual Christmas Concert was a success
- Our K and K/1 classes each hosted an open house in the gym with each student and their family distanced at a station where children shared their work
- The PAC had very successful poinsettia and Purdy's chocolate fundraisers
- Staff worked hard in the first week of school to create contingency plans for the potential pivots we may see in the next few months – from virtual learning to working with multi-grade groups they are ready for anything!
- Sarah Stoochnoff from CLES came to introduce students to daily breathing practice. She will also be working with staff and families in the coming month.
- Grade 4-7 students began their annual ski program at Phoenix Mountain



## **Grand Forks Secondary School**

- Our band performed for small audiences just before Christmas break
- Students participated in fun activity stations on the last afternoon before winter break
- Audiences loved the senior drama class' performance of 12 Angry Whos
- Staff worked hard on continuity of learning plans in the first week of January
- Grade 12s are completing their capstone projects and will be presenting them to small panels the week of January 17<sup>th</sup>







- The school gathered non-perishable food items to support the local food bank
- Grade 6/7 class had a Marshall Lake adventure with Jamie Stewart
- Grade 4/5 students were challenged to create the tallest tower possible using only candies and toothpicks
- A student has proposed the creation of a comic book club which will start upon students return to school
- Seniors at Parkview Manor sent the grade 4/5 class a wonderful thank you card for their advent calendar project and have asked to visit the school in February
- The Winter Performance with MES was a great, virtual success
- The breakfast and snack program continues to be well used with 100% of students using it daily
- Staff have worked hard to create continuity of learning plans to ensure a successful return to learning adventures





- Lots of holiday activities happened at the end of December including a door decorating challenge and caroling from the student leadership group
- Student leaders read to primary students as part of our leadership initiative
- Many outdoor activities, crafts, and festive games also happened in December
- Staff worked hard in the first week of school to create contingency plans for the potential pivots we may see in the next few months



## **Midway Elementary School**

- All classes enjoyed a fun adventure at Marshall Lake with Jamie Stewart
- The virtual Winter Concert collaboration with GES was a great success
- Students enjoyed an afternoon ice cream party to celebrate the hard work they have put into their studies in 2021
- K/1 class have been learning about how to create different textures with watercolors and salt in their painting explorations
- This first week of 2022, staff worked hard to create continuity of learning plans for students
- The Board has begun a consultation with the larger community about the potential closure of MES



**WALKER**  
**DEVELOPMENT CENTRE**

- Students enjoyed swag making with Joanie in December
- Staff and students participated in our annual snowman making and Christmas dinner celebration
- Staff spent the first week of January organizing the space to reflect new protocols, preparing for absences, completing The Ripple Effect of Resiliency Pro-D by Monique Gray Smith, and connecting with students





- Longtime teacher, Carrie Mader, celebrated her retirement with her WBES colleagues at a luncheon
- Students continued their Science adventures with Mr. Bond, a fire, and roasted shallots
- Craft Day adventures continued with students creating many fun crafts together
- The first week back from break included many students participating in 'winter camp' activities such as dodgeball, snowball with giant cotton balls, cookie making, and Stem challenges







**Secretary-Treasurer's Report**  
**Miranda Burdock, CPA, CA**  
**December 2021**

**COVID-19 Update**

The introduction of the Omicron variant in BC resulted in the (re)introduction of enhanced health & safety measures in K-12, as well as changes to other operating processes. We spent time in December:

1. Ensuring the District has appropriate supply of 3-ply masks available for staff, students and visitors;
2. Planning for the disbursement of the initial allocation of rapid antigen tests to staff, expected to arrive the week of January 17-21;
3. Delaying opening of community rentals to minimize number of visitors in school sites;
4. Reviewing assessment of ventilation needs to increase outdoor air intake and/or increase air cleaning in all district facilities, as well as installing new HVAC filters;
5. Initiating additional reporting requirements as follows:
  - a. Daily web-based survey on workforce absences, and
  - b. Daily employee absence reporting and weekly workforce reporting.

**Budget/Finance**

**Budget 2021/22**

A conference call with MoE on December 17/2021 announcing the recalculated operating grants confirmed 2021/22 block funding for SD51 of **\$18,596,278** - see briefing note for details.

The 2021/22 amended budget is due to MoE on February 28. A draft will be presented to the Finance Committee on February 8 for discussion.

**Budget 2022/23**

The timeline for the 2022/23 budget process will be reviewed January 18, with the initial information session planned for February 8, followed by the World Café on February 22.

**Payroll**

Although our fiscal year-end is June 30<sup>th</sup>, payroll must be reported on a calendar year. Our payroll department worked over winter break to complete the payroll year-end close for December 31<sup>st</sup> and will begin preparation of T4's and T4A's next month.

Payroll is also working on the quarterly EDAS, which reports employee status, YTD earnings, benefits, base salary, FTE etc. to the Ministry.

**Technology**

We continue to actively recruit for two positions in our IT department: System Analyst and Network Analyst. We have now engaged an IT recruitment firm to support the process.

Two technology projects completed in December include:

1. Call Manager Update - iOSecure was engaged to upgrade our Cisco phone system to newer code, as well as install certificate profiles on all of our phones to ensure no disruption to server connection.
2. New Wireless Controller - Set-up of a new wireless controller to allow us to purchase additional wireless access points to address gaps in wireless coverage in some schools/facilities.

## **Operations**

### *Transportation*

Bus drivers attended a training session on Friday, December 9 for GeoTab, as well as had the opportunity to test the program and tablets on bus routes the week of January 4 – 7.

### *Custodial*

Custodians performed 5 days of deep cleaning at every school and district facility during the Winter break.

### *Maintenance*

- Lighting audit in all schools and district facilities
- On-going snow clearing, sanding, ice removal etc.
- Classroom heating unit repairs at GFSS
- HVAC filter replacements
- Chalk board count for replacement with white boards

### *General*

- Sewer system blockage at Hutton January 11
- Training for Traversa and GeoTab (transportation department)
- Extreme cold weather resulted in pipes freezing, HVAC damage at several schools
- BCSS exhaust hood installations (planned)
- Perley HVAC installation (planned)