



REGULAR MEETING OF THE BOARD OF SCHOOL DISTRICT 10 (Arrow Lakes)

MINUTES

School Board Office

Tuesday, June 28, 2016

7:00 pm

PRESENT

TRUSTEES: L. Brekke, J. Struck, Q. De Courcy, M. Teindl, R. Farrell

STAFF: T. Taylor, M. Grenier, S. Brenna-Smith, S. Kipkie, N. Suhr, M. Jamison, K. Sumrall

OTHERS: R. Bardati, J. Trainor

1. CALL TO ORDER:

Chair L. Brekke called the meeting to order at 7:02 pm.

2. ADOPTION OF AGENDA:

Moved by Q. De Courcy, seconded by M. Teindl that the agenda be adopted as presented.

CARRIED

3. ADOPTION OF MINUTES:

Moved by M. Teindl seconded by J. Struck, that the minutes of the Regular Meeting of May 31, 2016 be adopted as presented.

CARRIED

4. PRESENTATIONS

- a) Kootenay Boundary Environmental Education (KBEE) / CBEEN – SD10 Initiative, presented by S. Kipkie, N. Suhr, M. Jamison, K. Sumrall. (Powerpoint attached).
- b) Katrina Sumrall shared a student designed powerpoint (Grade 4/5/6) presentation on the composting program at LESS.

5. FINANCIAL UPDATE:

- a) Financial Report presented by Susan Brenna-Smith. (Report Attached)

6. QUESTIONS REGARDING FINANCIAL

Nil

7. REPORTS

- a) Chairperson (L. Brekke):
- i. General Report:
 - Policy work continues
 - The Board is planning a weekend working session in August to review 2016-2017 strategic planning for the Board and the District
 - Attended several year-end events including NES track meet, Aboriginal Education Day and LESS K-1 year end awards ceremony.
 - ii. Correspondence:
 - The Board has prepared a letter to the Minister of Transportation and the Minister of Education (MOE) with a copy to Waterbridge Ferries regarding priority boarding.
 - Thank you correspondence received from staff and students.
 - Copied on outgoing correspondence to the MOE and to the BC School Trustees Association (BCSTA)

- b) Education Partnership Committee:

Moved by Q. De Courcy, seconded by J. Struck that the Board of Education for School District 10 approve the revised 4 day calendar for Edgewood Elementary school with the amendment to the September Pro D day from September 23rd to September 26th, 2016 and pending CUPE and ALTA approval.

CARRIED

- c) Parent Advisory Council / Trustee Liaison Reports:
- i) Southern Zone (Q. De Courcy)
Annual year-end celebration at EES June 28th, 2016
No report
 - ii) Nakusp Elementary School (J. Struck)
No report
 - iii) Lucerne Elementary-Secondary School (R. Farrell)
 - Discussion regarding exit interviews
 - Next meeting will be in September

- iv) Nakusp Secondary School (M. Teindl)
Recognition assembly June 29th, 2016
No report from PAC
- v) District Parent Advisory Council (L. Brekke)
Next meeting will follow once the school PACs have been established.
No report
- vi) CUPE/Board Liaison Meeting (L. Brekke)
 - CUPE job descriptions were reviewed including: electrician, mechanic and carpenter positions
 - A. Olson presented on the bus route review
- vii) ALTA/Board Liaison Meeting (T. Taylor)
 - LGBTQ Policy was discussed
 - CA Melding process on-going
 - Pro-D Day Planning
 - LIF Consultation
 - BCTF Question – Radon Testing recently
 - 1.031 Reduction in teaching FTE
- viii) Occupational Health and Safety Committee
 - Last meeting was held in May
 - Regular OH&S Meetings will continue in the 2016-2017 school year
- ix) Chamber of Commerce
 - Nakusp: No report
 - New Denver/Silverton: No report
- x) Strong Start Centres
 - SZ: 25 children enrolled
 - Burton: A great influx of pre-school children
 - Fauquier: Small but regular attendance
 - Several external consultants/facilitators (i.e. Dental, Public Health) have contributed to the program
 - New Denver: (report attached)
 - Mornings average ten families/day and afternoons average four families/day
 - Highlights: Magic show for students / Field trips / Ambulance Attendance
 - Collaboration with - green thumbs garden club every Thursday
 - Shared goals for next year

- xi) Arrow Lakes Aboriginal Educational Advisory Council
 - Aboriginal Education Day – June 20
 - The 2nd enhancement agreement was signed on June 20, 2016
 - The advisory council met on June 23, 2016
 - Discussed in an event that took place earlier in the year in order to encourage secondary student participation
 - Would like to see more aboriginal events throughout the year
 - Next meeting will be September 28, 2016
- d) Branch / BCSTA / BCPSEA
 - i) Branch: AGM details underway
 - ii) BCSTA: No report
- e) Superintendent/Secretary-Treasurer:
 - i) Report presented in detail (report attached)

8. OLD BUSINESS:

- a) Policy Updates

Moved by J. Struck, seconded by R. Farrell, that the Board of Education for School District 10 Arrow lakes approve revisions to policy 412 (formerly policy #2011) at the June 28th Regular Meeting of the Board as recommended by the Policy Committee and as presented.

DEFEATED

Moved by Q. De Courcy, seconded by M. Teindl, that the Board of Education for School District 10 approve policies 1500, 1510, 2210, 3510, 4530 to be abandoned at the June 28th Regular Meeting of the Board as recommended by the Policy Committee.

CARRIED

- b) Trustee Indemnity – Presented by S. Brenna-Smith and T. Taylor

Recommendation: That the Board of Education approve an increase to the Trustees' remuneration, including the Board Chair and Vice Chair remuneration, to more accurately reflect the regional average as outlined and presented.

The above recommendation was discussed and was recommended to be revised.

Moved by J. Struck, seconded by Q. De Courcy, that the Board of Education of School District 10 Arrow Lakes approve an increase to the Trustees' annual remuneration as follows; Board Chair - \$13,100, Vice Chair - \$11,600, and Trustees' - \$10,600 effective July 1st, 2016.



CARRIED

Recommendation: That the Board of Education adopt a format of reviewing the Trustees' remuneration every three years and that annual increases be tied to the Provincial Consumer Price Index.

The above recommendation was discussed and was recommended to be revised.

Moved by Q. De Courcy, seconded by M. Teindl, that the Board of Education adopt a format of reviewing the Trustees' remuneration in January of the election year and that annual increases be tied to the Provincial Consumer Price Index.

CARRIED

Moved by Q. De Courcy, seconded by R. Farrell, that the Board of Education approve and accept the recommendation presented, that Trustees have the option to participate in benefits by paying 100% of the premiums.

CARRIED

9. NEW BUSINESS:

a) International Business Plan

The Board will include the review of the International Business Plan as a component of the summer working session/2016-2017 strategic planning.

b) Summer Office Closure

Moved by Q. De Courcy, seconded by M. Teindl that the Board of Education of School District 10 Arrow Lakes approve the annual summer office closure to commence as of July 24, 2016 through to August 8, 2016 inclusive.

CARRIED

c) Summer Office Hours

Moved by J. Struck, seconded by Q. De Courcy that the Board of Education approve the summer office hours of 8:00 am to 3:30 pm with a lunch closure of one half an hour commencing Monday July 4th through to Friday September 2, 2016.

d) Policy Committee Updates

Notice of Motion: That the Board of Education of School District 10 approve policy 4400 – Professional Development to be abandoned at the Regular Meeting of September 13th, 2016.



Notice of Motion: *That the Board of Education of School District 10 approve revised policy 370 Field Trips (formerly 6900) at the Regular Meeting of September 13th, 2016.*

e) Capital Bylaw No. 15/16-CP-SD10-01

Moved by J. Struck, seconded by M. Teindl that the Board of Education of School District 10 Arrow Lakes approve Capital Bylaw No. 15/16-CP-SD10-01, Capital Plan 2015/16, and that this Capital Bylaw be given all three readings at the Regular public meeting of June 28, 2016.

CARRIED

Moved by Q. De Courcy, seconded by R. Farrell, that the Board of Education of School District 10 Arrow Lakes approve first reading of Capital Bylaw No. 15/16-CP-SD10-01 as approved by the Minister that specifies the supported projects in the Ministry's letter of May 24, 2016 from the 2015/16 Capital Plan.

CARRIED

Moved by R. Farrell, seconded by M. Teindl that the Board of Education of School District 10 Arrow Lakes approve second reading of Capital Bylaw No. 15/16-CP-SD10-01 as approved by the Minister that specifies the supported projects in the Ministry's letter of May 24, 2016 from the 2015/16 Capital Plan.

CARRIED

Moved by Q. De Courcy, seconded by R. Farrell that the Board of Education of School District 10 Arrow Lakes approve, pass and adopt third and final reading of Capital Bylaw No. 15/16-CP-SD10-01 as approved by the Minister that specifies the supported projects in the Ministry's letter of May 24, 2016 from the 2015/16 Capital Plan.

CARRIED

g) Appointment of Auditor

Moved by J. Struck, seconded by Q. De Courcy, that the Board of Education appoint KPMG as the auditor for a period of one (1) year commencing with the 2016-2017 fiscal year and renewable annually for a further 3 year period subject to approval by both parties.

CARRIED

10. NEXT MEETING DATES:

- a) Education Partnership Committee Meeting – 6:00PM – September 13, 2016
- b) Regular Board Meeting – 7:00PM – September 13, 2016



11. QUESTIONS FROM PUBLIC:

Nil

12. ADJOURNMENT:

J. Struck adjourned the meeting at 8:57 pm.

L. Brekke
Chairperson

T. Taylor
Superintendent/Secretary-Treasurer

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SD10 Environmental Education Initiative

A cooperative with CBEEN and the CBEEN
Leadership Clinic

Focus:

To become an ecologically sustainable district that:

1. Regularly practices innovative place-conscious outdoor learning.
2. Embodies ecological and sustainability principles in all classrooms, schools and district operations.
3. Incorporates First Peoples Principles of Learning in outdoor experiences.
4. Improves student self-regulation and health through outdoor experiences.

GOAL:
SD10 staff feel
comfortable
teaching and
working with
students in the
outdoors.

Needs:

- Staff wide survey “what are the barriers?”
- Professional learning around “how to”

Resources Available & Required:

- A ProD day (perhaps a redesigned curriculum day?)
- Local “experts” willing to offer workshops for staff
- School based ProD days for local teacher field trips
- EE practices embedded into all ProD days (eg. Walk and talk, etc)

GOAL:

A district based inventory of:

- Field trip locales
- Teacher expertise
- Community mentors/expertise

Needs:

- Someone to collect, consolidate, and communicate this information

Resources Available & Required:

- District EE co-ordinator
- Wiki? Blog? Newsletter?



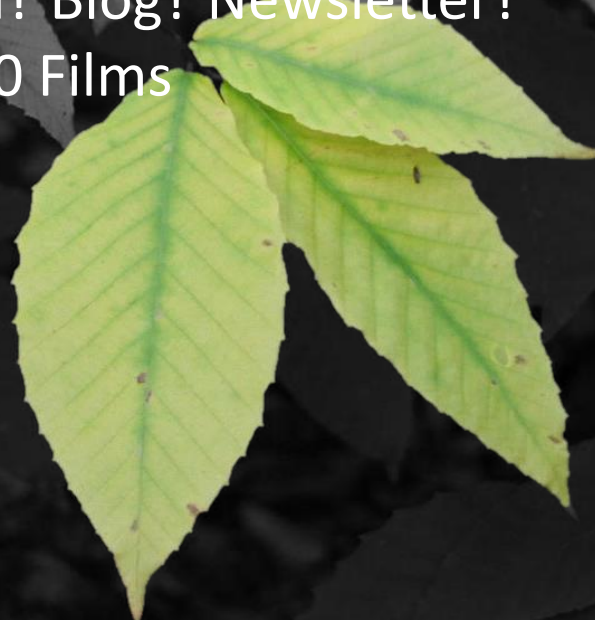
GOAL: Showcasing SD10 Environmental Education Practices

Needs:

- Someone to collect, consolidate, and communicate this information

Resources Available & Required:

- District EE co-ordinator
- Wiki? Blog? Newsletter?
- SD10 Films



GOAL: District Operations becoming more sustainable

Needs:

- No disposable bottled water
- Reusable dishes at each site for all events
- “Garbage Free Lunch” days at all sites
- Green custodial practices
- Water use in schools (eg rainwater catchments systems for toilets)
- Solar panels on all sites
- Eliminate Pesticide use at all sites
- Composting at all sites (including paper towels)
- Garbage/waste management systems
- District events system for waste management/clean up
- Incentives for healthy transportation alternatives (ie. Carpooling/biking/etc)

Resources Available & Required:

- District policy
- Maintenance procedures

GOAL:
Parents,
Students &
Staff believe
that EE is
important and
an integral part
of the learning
process

-Needs:

- Someone to collect, consolidate, and communicate this information
- Understanding core beliefs of each community
- Embedding outdoor activities into all ProD learning
- Parent send kids to school with appropriate clothing

Resources Available & Required:

GOAL:

Decrease barriers for having students K-12 outside in all seasons

- Needs:

- Parent understanding and provision of appropriate outdoor clothing
- Simpler field trip forms
- Normalizing outdoor activities for all learning
- Transportation
- Locally grown food/school gardens and integration of food into daily life of school

Resources Available & Required:

- Appropriate clothing closet at all sites for underprivileged students
- transportation

GOAL:
Graduate of
SD10? You will
have:

- Experienced...
- Understood...
- A connection to
your local place
and environment

- Needs:

- Grade by grade ideas for experiences
and understandings of place-
consciousness and how they relate to
our local area

Resources Available & Required:

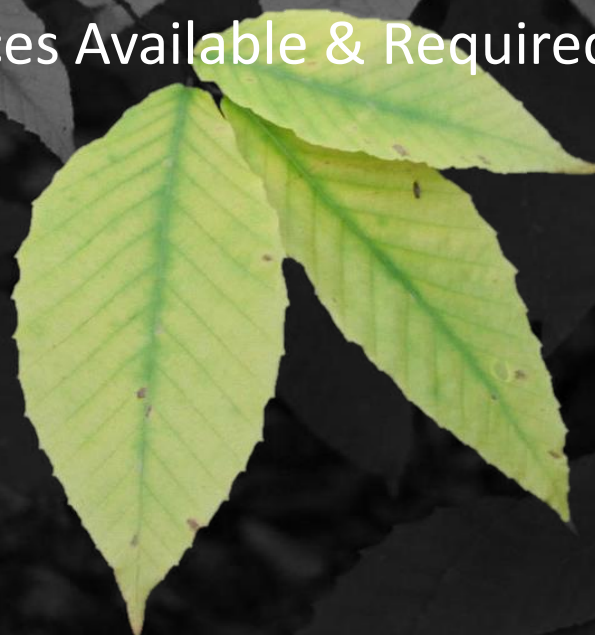
- District EE co-ordinator
- ProD on local field trips and how to
teach in the outdoors

GOAL:
Increased
collaboration
around EE
between and
within all
SD10 schools

-Needs:

- Central site for information and connection building
- Collaboration time
- Desire for co-planning and taking trips together

Resources Available & Required:



Team members for September 2016

Katrina Sumrall

Scott Kipkie

Signy Fredrickson

Julia Flesaker

Erika Momeyer





**Board Meeting
June 28 2016**

Presented by: Susan Brenna-Smith, Director of Finance

1. a) 2015-2016 Operating Budget Review - May 31, 2016

Amended 2015/16 Operating Budget	\$ 7,944,313
Equipment purchase	<u>185,600</u>
Amended 2015/16 Budget	\$ <u>8,129,913</u>

b) Operating Budget Status (SDS Report #107)

Target: 10% remaining

Actual: 14% remaining

See Page 3 (May 2016) and Page 4 (May 2015)

2. Operating Surplus (Un-appropriated)

Available for appropriation by the Board	\$ <u>365,164</u>
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3. 2014-2015 AFG Budget and Other Capital Funds

a) AFG (Annual Facilities Grant) – Operating Grant

AFG 2015-16 Operating Grant	33,507
Expended to date 2015-16	<u>33,507</u>
Available AFG Operating Grant Funds	\$ <u>-</u>

b) AFG - Capital Grant (Bylaw)

AFG – 2015-16 Capital Grant	\$ 254,886
Less: Expended 2014-15	<u>16,535</u>
Available for 2015-16	238,351
Expended to date 2015-16	<u>224,137</u>
Available AFG Capital Grant Funds	\$ <u>14,214</u>

c) CNCP (Carbon Neutral Capital Program) Grant

CNCP – 2015-16 Grant	\$ 49,827
Expended to date 2015-16	<u>49,827</u>
Available CNCP Grant Funds	\$ <u>-</u>

d) Routine Capital Grant (Bylaw)

	Lighting Upgrade - NES, BO, Shop	Heating, Ventilation & A/C Upgrades - LESS	Total
Routine Capital 2015-16 Grant	\$ 245,400	\$ 339,400	\$ 584,800
Interest Revenue	288	398	686
Expended to date 2015-16	130,080	322,604	452,685
Available Routine Capital Funds	\$ 115,607	\$ 17,194	\$ 132,801

Shareable Capital - SS (Capital Reserve)

- Ministry restricted capital reserve balance is \$ 268,071.

Non-Shareable Capital - NSC (Local Capital Reserve)

- Board restricted internal capital reserve is \$ 81,189.

e) 2015/16 Bus Grant (Bylaw)

Bus Grant (2 buses)	\$ 269,871
Interest Revenue	<u>272</u>
Total Revenue	270,143
Expended to date	<u>262,655</u>
Available Bus Grant Funds	<u>\$ 7,488</u>

4. Sick Leave Monthly Trend Analysis & Comparisons to Last Year

Incidences: Pages 5 & 6 indicate that July 2015 to May 2016 absences relating to sick, medical and dental reasons are reasonable as compared to the previous 5 years.

Budget Implications: 37% Replacement Budget remaining
\$203,421 spent on a \$322,954 Budget

5. Government & Other Reports Filed

May 1701s (DL Schools)
Internal GST Audit – Glen Smith, Luckett Wenman & Associates

School District No. 10
MONTHLY EXPENDITURE REPORT AT MAY 31, 2016
(Fund-Function-Object Level 1)

Fund : 0 General Operating

O	TITLE	MAY	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	375,798.55	3,453,378.22		4,036,269	582,891	14
2	Emp. Benefits/Allowances	102,181.50	903,346.13		1,044,429	141,083	14
3	Services	44,392.53	299,574.52		340,837	41,262	12
4	Services	865.02	31,008.67		46,054	15,045	33
5	Supplies And Materials	25,801.29	175,621.32	49,247.15	327,147	102,279	31
TOTAL FOR Function - 1		549,038.89	4,862,928.86	49,247.15	5,794,736	882,560	15
Function : 4 District Administration							
1	Salaries	32,037.46	341,501.87		381,916	40,414	11
2	Emp. Benefits/Allowances	7,260.61	78,616.98		90,646	12,029	13
3	Services	23,171.62	159,923.22		249,350	89,427	36
4	Services	6,619.99	53,113.25		67,511	14,398	21
5	Supplies And Materials	2,861.50	32,231.95	229.39	26,450	6,011	23
TOTAL FOR Function - 4		71,951.18	665,387.27	229.39	815,873	150,256	18
Function : 5 Operations & Maintenance							
1	Salaries	40,210.86	490,756.64		534,925	44,168	8
2	Emp. Benefits/Allowances	10,229.92	119,361.96		131,084	11,722	9
3	Services	997.85	15,301.56		15,100	202	1
4	Services	3,983.88	65,059.89		60,394	4,666	8
5	Supplies And Materials	26,391.56	387,472.79		442,899	55,426	13
TOTAL FOR Function - 5		81,814.07	1,077,952.84	0.00	1,184,402	106,449	9
Function : 7 Transportation & Housing							
1	Salaries	18,759.08	163,403.19		168,717	5,314	3
2	Emp. Benefits/Allowances	4,363.06	38,547.34		41,644	3,097	7
3	Services	2,247.37	24,723.33		32,886	8,163	25
4	Services	48.69	953.36		1,000	47	5
5	Supplies And Materials	8,508.01	82,687.62		90,655	7,967	9
TOTAL FOR Function - 7		33,926.21	310,314.84	0.00	334,902	24,587	7
TOTAL FOR Fund - 0		736,730.35	6,916,583.81	49,476.54	8,129,913	1,163,853	14
GRAND TOTAL		736,730.35	6,916,583.81	49,476.54	8,129,913	1,163,853	14

Current Year:

TARGETS:

10-month expenses (Functions 1 & 7)

10.0%

12-month expenses (Functions 4 & 5)

8.3%

Overall Target

9.6%

Fund : 0 General Operating

O	TITLE	MAY	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	359,346.26	3,195,134.80		3,896,049	700,914	18
2	Emp. Benefits/Allowances	94,110.02	853,778.39		1,006,130	152,352	15
3	Services	27,898.01	185,182.36	2,569.28	274,928	87,176	32
4	Services	7,704.67	31,373.06		50,735	19,362	38
5	Supplies And Materials	17,583.07	125,049.19	2,918.09	220,001	92,034	42
TOTAL FOR Function - 1		506,642.03	4,390,517.80	5,487.37	5,447,843	1,051,838	19
Function : 4 District Administration							
1	Salaries	29,491.20	341,804.11		384,998	43,194	11
2	Emp. Benefits/Allowances	5,330.76	80,416.46		88,546	8,130	9
3	Services	9,712.64	190,449.96	672.00	245,400	54,278	22
4	Services	4,052.81	46,157.88		80,685	34,527	43
5	Supplies And Materials	2,382.22	23,847.51		50,710	26,862	53
TOTAL FOR Function - 4		50,969.63	682,675.92	672.00	850,339	166,991	20
Function : 5 Operations & Maintenance							
1	Salaries	44,632.55	456,068.85		479,617	23,548	5
2	Emp. Benefits/Allowances	8,388.68	113,839.72		116,199	2,359	2
3	Services		21,280.03		24,600	3,320	13
4	Services	1,449.68	58,081.46	1,501.37	81,800	22,217	27
5	Supplies And Materials	18,287.30	375,834.48	1,375.80	420,899	43,689	10
TOTAL FOR Function - 5		72,758.21	1,025,104.54	2,877.17	1,123,115	95,133	8
Function : 7 Transportation & Housing							
1	Salaries	18,414.50	147,451.19		201,869	54,418	27
2	Emp. Benefits/Allowances	3,676.57	31,707.38		49,722	18,015	36
3	Services	1,856.36	25,890.15		38,192	12,302	32
4	Services		800.00		1,000	200	20
5	Supplies And Materials	5,115.98	86,433.22		90,655	4,222	5
TOTAL FOR Function - 7		29,063.41	292,281.94	0.00	381,438	89,156	23
TOTAL FOR Fund - 0		659,433.28	6,390,580.20	9,036.54	7,802,735	1,403,118	18
GRAND TOTAL		659,433.28	6,390,580.20	9,036.54	7,802,735	1,403,118	18

Previous Year:

TARGETS:

10-month expenses (Functions 1 & 7)

10.0%

12-month expenses (Functions 4 & 5)

8.3%

Overall Target

9.6%

School District #10 (Arrow Lakes)
Sick, Medical, Dental Absences

<u>2015-2016</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>	<u>Average</u> <u>Per</u> <u>Employee</u>	<u>Employee</u> <u>Head</u> <u>Count</u>
AO	0.00	0.00	4.00	1.00	1.00	4.40	6.60	2.00	4.00	4.50	5.00		32.50	5.42	6
Exempt	1.00	5.00	1.00	1.00	0.00	1.00	0.50	12.50	0.00	2.00	1.00		25.00	3.57	7
Support Staff: Clerical/Lib Clk	0.00	0.00	2.97	6.97	2.50	2.11	6.04	7.11	4.93	18.14	3.57		54.34	7.76	7
Support Staff: Custodial	13.50	11.43	1.00	12.63	24.25	26.38	6.48	7.69	6.14	6.50	5.88		121.88	17.41	7
Support Staff: EA/PrA/SSC	0.00	0.00	15.16	23.07	35.59	25.31	32.42	28.54	12.74	24.41	28.23		225.47	11.27	20
Support Staff: Maintenance	1.00	1.00	1.00	1.38	0.00	0.75	0.00	1.00	1.00	3.00	0.00		10.13	3.38	3
Support Staff: Transportation	0.00	0.00	0.00	1.13	2.50	1.38	1.69	3.25	0.50	2.81	2.63		15.89	3.18	5
Teachers	0.00	0.00	47.57	30.60	40.55	33.20	50.80	45.80	22.20	53.20	60.80		384.72	9.16	42
TOTAL	15.50	17.43	72.70	77.78	106.39	94.53	104.53	107.89	51.51	114.56	107.11	0.00	869.93		97

<u>2014-2015</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>	<u>Average</u> <u>Per</u> <u>Employee</u>	<u>Employee</u> <u>Head</u> <u>Count</u>
AO	0.00	0.00	0.00	0.00	2.00	1.00	1.00	1.00	2.00	1.00	1.00	4.00	13.00	3.25	4
Exempt	0.00	0.00	2.00	3.00	3.00	0.00	6.50	0.40	3.00	0.50	2.00	1.00	21.40	3.57	6
Support Staff: Clerical/Lib Clk	0.00	0.00	0.21	3.71	4.79	5.71	6.54	5.57	4.71	6.21	10.50	8.57	56.52	9.42	6
Support Staff: Custodial	1.00	2.83	1.00	13.20	7.30	2.99	5.02	6.00	9.06	13.36	12.21	12.03	86.00	12.29	7
Support Staff: EA/PrA/SSC	0.00	0.00	5.14	15.99	6.71	8.95	25.84	18.07	13.66	18.61	25.01	12.67	150.65	7.93	19
Support Staff: Maintenance	0.00	0.88	0.00	0.00	1.00	1.00	0.00	3.00	0.69	0.00	0.81	0.00	7.38	2.46	3
Support Staff: Transportation	0.00	0.00	1.25	0.50	0.00	2.19	6.00	14.94	22.13	24.56	9.94	10.25	91.76	18.35	5
Teachers	0.00	0.00	6.05	42.53	58.37	64.58	78.25	55.50	27.42	37.85	37.10	41.00	448.65	11.50	39
TOTAL	1.00	3.71	15.65	78.93	83.17	86.42	129.15	104.48	82.67	102.09	98.57	89.52	875.36		89

<u>2013-2014</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>	<u>Average</u> <u>Per</u> <u>Employee</u>	<u>Employee</u> <u>Head</u> <u>Count</u>
AO	2.00	0.00	10.00	23.00	5.00	2.00	3.00	2.00	0.50	0.20	3.25	1.00	51.95	10.39	5
Exempt	22.00	21.00	2.00	0.00	2.00	0.00	3.29	1.00	0.00	5.00	0.00		56.29	18.76	3
Support Staff: Clerical/Lib Clk	0.00	0.00	0.57	7.79	6.66	4.86	8.54	2.93	0.00	9.84	10.87	2.86	54.92	7.85	7
Support Staff: Custodial	12.45	18.13	3.81	4.25	6.76	6.31	9.59	10.70	26.28	23.49	5.15	2.38	129.30	21.55	6
Support Staff: EA/PrA/SSC	0.00	0.00	8.24	15.39	10.49	14.46	27.23	33.01	18.94	23.74	31.51	26.24	209.25	12.31	17
Support Staff: Maintenance	0.00	0.00	2.88	2.88	0.00	2.00	1.44	0.63	2.38	1.00	0.00	2.63	15.84	5.28	3
Support Staff: Transportation	0.00	1.00	1.00	1.38	0.38	1.09	2.75	0.00	2.38	3.06	1.00	2.50	16.54	3.31	5
Teachers	0.00	3.00	43.95	64.20	56.62	52.04	45.88	38.36	18.40	21.39	31.14	28.82	403.80	10.91	37
TOTAL	36.45	43.13	72.45	118.89	87.91	82.76	101.72	88.63	68.88	87.72	82.92	66.43	937.89		83

School District #10 (Arrow Lakes)
Sick, Medical, Dental Absences

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Average		Employee Head Count
														Per Employee	Per Employee	
2012-2013																
AO	0.00	0.00	2.00	8.80	13.00	16.00	17.00	11.50	17.50	4.50	1.00	1.30	92.60	18.52		5
Exempt	1.00	2.00	1.00	2.00	1.00	1.71	2.00	1.00	0.00	4.00	8.00	20.00	43.71	14.57		3
Support Staff: Clerical/Lib Clik	0.21	0.57	2.22	10.40	10.94	7.47	3.77	6.86	3.93	4.14	3.83	5.71	60.05	8.58		7
Support Staff: Custodial	15.64	15.69	4.44	20.36	29.95	11.44	4.21	7.70	2.25	5.56	11.59	4.56	133.39	22.23		6
Support Staff: EA/PrA/SSC	0.00	0.00	10.73	16.54	26.74	16.95	26.40	43.22	27.13	19.98	24.08	12.77	224.54	13.21		17
Support Staff: Maintenance	1.00	1.00	0.00	4.00	2.00	4.81	0.00	2.88	1.81	0.00	1.00	0.00	18.50	6.17		3
Support Staff: Transportation	0.00	0.00	0.25	1.38	7.00	0.38	0.38	1.13	1.75	1.38	1.00	0.00	14.65	2.93		5
Teachers	0.00	2.00	17.52	29.63	35.12	35.32	32.76	56.05	34.85	41.50	40.85	35.35	360.95	9.76		37
TOTAL	17.85	21.26	38.16	93.11	125.75	94.08	86.52	130.34	89.22	81.06	91.35	79.69	948.39			83

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Average		Employee Head Count
														Per Employee	Per Employee	
2011-2012																
AO	0.00	0.00	2.00	2.00	7.00	0.22	4.00	4.90	1.75	4.00	4.00	4.00	33.87	6.77		5
Exempt	3.00	1.00	6.04	3.70	2.00	5.00	2.00	3.28	2.00	0.00	1.00	1.50	30.52	10.17		3
Support Staff: Clerical/Lib Clik	0.00	0.00	6.56	6.41	6.91	11.81	35.01	23.17	1.20	3.11	5.19	5.75	105.12	15.02		7
Support Staff: Custodial	4.00	3.38	7.94	11.74	10.12	5.33	6.38	5.31	27.36	16.09	18.50	6.94	123.09	17.58		7
Support Staff: EA/PrA/SSC	0.00	0.00	8.66	14.83	20.37	27.91	24.80	19.79	26.19	26.56	20.86	25.18	215.15	11.32		19
Support Staff: Maintenance	3.69	0.00	0.00	5.00	1.00	1.00	0.00	1.00	1.81	17.56	0.00	0.00	31.06	10.35		3
Support Staff: Transportation	0.00	0.00	0.50	0.00	1.13	2.00	1.00	0.00	1.00	0.00	1.00	1.38	8.01	1.60		5
Teachers	0.00	0.00	16.25	38.29	44.51	26.68	40.89	34.43	25.27	25.82	45.27	50.24	347.65	9.40		37
TOTAL	10.69	4.38	47.95	81.97	93.04	79.95	114.08	91.88	86.58	93.14	95.82	94.99	894.47			86

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Average		Employee Head Count
														Per Employee	Per Employee	
2010-2011																
AO	0.00	0.00	0.40	0.00	2.60	1.00	4.00	4.80	0.40	1.60	3.00	3.00	20.80	5.20		4
Exempt	3.00	2.50	2.00	4.00	1.50	1.00	0.83	2.00	3.00	3.29	3.00	1.00	27.12	9.04		3
Support Staff: Clerical/Lib Clik	0.00	1.00	5.21	7.81	11.59	0.69	14.18	7.70	5.07	3.61	6.86	6.64	70.36	10.05		7
Support Staff: Custodial	0.45	0.35	7.70	7.85	10.14	6.56	10.23	9.96	6.03	10.75	4.64	15.31	89.97	11.25		8
Support Staff: EA/PrA/SSC	0.00	0.00	9.74	11.09	12.91	14.69	16.11	20.47	25.73	30.26	19.00	15.81	175.81	8.37		21
Support Staff: Maintenance	0.00	0.00	1.13	2.81	1.00	0.00	2.00	9.00	0.88	1.00	1.00	2.00	20.82	6.94		3
Support Staff: Transportation	2.25	3.50	5.50	4.50	4.75	3.00	3.38	12.69	7.00	2.00	1.00	0.00	49.57	9.91		5
Teachers	0.00	0.00	9.35	30.29	38.48	34.79	74.72	61.39	36.05	29.96	26.37	30.91	372.31	9.31		40
TOTAL	5.70	7.35	41.03	68.35	82.97	61.73	125.45	128.01	84.16	82.47	64.87	74.67	826.76			91

June 26, 2016

SD10 Board Report - New Denver StrongStart

Attendance:

New Denver StrongStart has had a very successful year! Our morning sessions are averaging 10 families per day and afternoon sessions average 3-4 families per day. Parents have commented that they like the variety in the times offered throughout the week. Working parents, families whose children are napping in the morning and parents whose children are needing a quieter session, enjoy the afternoon time slot from 2 – 5 pm. Our mid-day session from 11 – 2 pm is the most popular and offers a soup lunch & gym time.

Highlights:

- A magic show performed by a Secondary Student who is a Peer Tutor in our class.
- Field Trips to the Fire Hall and Barker's Farm.
- A visit from our local ambulance attendant and a tour of the ambulance.
- Mara Sands the dental hygienist gave a parent workshop and was available to check children's teeth.
- A Parent workshop on supporting peer interactions amongst toddlers & preschoolers was facilitated by our Child Care Resource & Referral Outreach Consultant from Nelson.
- Collaborating with the Lucerne School Green Thumbs Garden Club every Thursday from 3 – 4:30 pm in the school garden.

Future Plans:

Next year we hope to have an Ages & Stages event where consultants from Kootenay Family Place provide a free developmental screening for families with young children. We are looking at a Wednesday evening StrongStart session again which would include a soup dinner and a gym time. This has been very popular in the past, especially with parents who work during the day and can't attend daytime sessions.

Thanks to the board for all their support!

Sincerely,

Charlene Alexander, ECE



World Class Learning in a Rural Environment

June 28th, 2016
Regular Board Meeting
Superintendent/Secretary Treasurer Report

My Education BC: Student Enrollment Numbers														
As of:	28-Jun-16													
Grade:	Gr.K	Gr.1	Gr.2	Gr.3	Gr.4	Gr.5	Gr.6	Gr.7	Gr.8	Gr.9	Gr.10	Gr.11	Gr.12	TOTALS
BAS														0
DL	3	2	3	4	2	3	1	3	4	3	2	5	13	47
EES	1	1	2	5	2	4	3							18
LESS	4	12	4	10	9	6	5	5	9	5	1	5	8	82
NES	19	15	18	21	20	19	32	27						171
NSS									27	26	26	35	32	146
TOTAL Per Grade	27	30	27	40	33	32	41	35	40	34	29	45	53	
District Total														464

1. Telus School Supply Donation

- Many thanks to Telus and our local Telus representative, Jarrod Teindl
- 97 student backpacks have been donated to SD 10 for students in need of school supplies
- Each backpack includes a ruler, 12 coloured pencil crayons, 6 blue pens, 8 x 32 page exercise books, a pencil case, 12 standard pencils, 2 erasers, 1 package of lined paper, 1 handheld calculator (basic)
- Schools will distribute the backpacks to needy families in late August and early September
- Parents may contact their school's office in early July or late August to request backpacks for their children

2. SD 10 - 5 Year Aboriginal Enhancement Agreement Signed

- Our Aboriginal Education Advisory Council has worked hard over the past two years, consulting with stakeholders and looking deeply at ways to enhance learning for the 18.7% of our students who self-identify with Aboriginal ancestry
- On June 20th, 2016, Colleen Hannah from the Ministry of Education, Aboriginal Education Division, along with local Elders and Council member Ganishka Silverfox-Dann, and long-serving Council members, Cliff Woffenden, Sharon Montgomery, Lora Lee Brekke, Heather Dennill, Michael Garvey, and Terry Taylor signed the five year renewal – our second enhancement agreement in SD 10
- Giant kudos to our Aboriginal Education Success teachers, Ryan Willman, Shane Douglas, and Kristin Kipkie; our entire Aboriginal Education Council – Ganishka Silverfox-Dann, Cliff Woffenden, Sharon Montgomery, Michael Garvey, Lora Lee Brekke, Ryoko Kobayashi, all under the leadership of Director of Learning, Heather Dennill, for their hard work on this agreement

<https://news.gov.bc.ca/releases/2016EDUC0055-001070> Ab Ed Enhancement Agreement signed

3. Kootenay-Boundary Connection with CBT

- The six West Kootenay School District Superintendents met via conference call last week with CBT's President/CEO and Director of Special Initiatives
- CBT and KB School Districts discussed alignment between CBT's Strategic Vision and District Goals
- CBT is interested in exploring opportunities for more strategic partnerships with school districts in the Columbia Basin around grant opportunities and initiatives

4. Farm to School grant for Lucerne School

- Lucerne School has won a \$10,000 Farm to Cafeteria grant for the 2016-17 school year
- The grant is to continue and further develop the very successful *Lucerne for Lunch* program which connects the school garden and greenhouse, food storage and preparation in a sustainable manner

5. West Kootenay Teacher Education Program Update

- WKTEP's enrollment is up from 21-24 students per year, to 35 pre-service teachers in next year's cohort. Over 70 applications for the program were received.
- For the 2016-17 school year, 3 practicum students are currently looking at placements in SD 10: 2 secondary and 1 intermediate pre-service teachers will be in SD 10
- In addition, Superintendent and WKTEP Program Coordinators are examining three subsequent weeks with the entire cohort, or part of the cohort in the district
- This "in situ" model sees teacher candidates learning and participating in work with students in the school district alongside SD 10 teachers
- An example of in situ learning could be WKTEP pre-service teachers working with SD 10 staff on class reviews, or on fall literacy or numeracy assessments

6. Possible Dental Screening Program

- A local dental hygienist has approached the district regarding a possible free dental screening program to serve four district schools: EES, Lucerne, NES and NSS
- This kind of program can be offered with grant support; local granting support is strong

7. Kootenay-Boundary Environmental Education Initiative

- The six KB districts (SD5, 6, 8, 10, 20, and 51) have partnered with two environmental education consultants in an environmental education initiative funded by CBT
- Each district sent 3 or 4 people to a CBEEN Leadership Clinic in April 2016
- Our SD 10 team is presenting to the Board this evening and came up with the following Environmental Education district goal:
 - *To become a Green district that regularly practices innovative place-conscious outdoor learning, embodies ecological and sustainability principles in all classrooms, schools and district operations, incorporates First Peoples Principles of Learning in outdoor experience, and improves student self-regulation and health through outdoor experiences.*
- The District Environmental Education team consists of educators from across the district: Erika Momeyer from EES, Megan Jamison from NES, Julia Flesaker from NSS and Katrina Sumrall, Scott Kipkie, Signy Fredrickson, and Nicol Suhr from Lucerne

8. LED Upgrade Energy Savings

- BC Hydro has recently interviewed Art Olson showcasing his excellent leadership as a

Manager

- As a result of the LED upgrades that Manager of Operations, Art Olson has executed over the past two years, BC Hydro has advised that SD10 can expect to save \$4,000 a year on its energy costs
- LED lighting installations have a payback period of about five years. Ongoing savings are expected to last for 12 to 20 years, or the lifespan of the LEDs installed.
- This energy savings projection does not take into account the LED infrastructure that has been installed in the past six months using the \$256,000 Ministry grant which resulted in LED upgrades at NES, NSS, EES and the Board Office and Shops

9. Bus Review Recommendations

- On the basis of the recent Bus Review Report, several routes will experience changes next year in order to save fuel costs and mileage/wear and tear on the bus fleet
 - Summit Lake route will no longer go as far as Summit Lake, but instead have Box Lake as its terminus; the family of the 2 students at Summit Lake will be notified of the change and the family will qualify for a transportation subsidy to drive the students to Box Lake
 - Likewise, the Edgewood Elementary route will no longer go as far as the pre-emption, but instead have the Edgewood Junction as the terminus; the family of the one student at pre-emption will be notified and qualify for a transportation subsidy
 - The district will also move towards storing the busses for the Fauquier run and EES run at the Fauquier School and Edgewood School – again, this will save fuel
 - Bus driver hours will remain the same with a heightened emphasis on cleaning and preventative bus maintenance

10.2013 – 2016 District Strategic Plan Progress

- In January 2013, the district underwent a multi-partner consultation process to create a 3 year District Strategic Plan
- Four goals were created:
 - Goal One: Enhance Communication
 - Goal Two: Transform and Enhance Information Technologies
 - Goal Three: Improve Student Achievement in Numeracy, Gender Gap and Fostering Personalization of Learning for all Students
 - Goal Four: Enhance Community Involvement
- We have made significant progress on each of these goals over the past 2.5 years
- More detail on Student Achievement and Student Learning will be reported in the District Plan for Learning which will be presented to the Board of Education and the public at our September 13th Board meeting

11. New SD 10 Director of Learning

- The district is happy to announce that Dr. Lorna Newman will be joining the district starting in August as our new Director of Learning
- Currently Assistant Superintendent in SD 79 (Cowichan), Ms. Newman has a very strong background in leading Special Education and Safe Schools at the district level with district oversight in International Education, work with the Aboriginal community, and excellent background in support staff HR amongst other skillsets
- Lorna began her teaching career at Mt. Sentinel and WE Graham and is thrilled to be joining the leadership team in SD 10 and returning to the Kootenays

SCHOOL DISTRICT NO.10 (ARROW LAKES) POLICY MANUAL

370 – Field Trips

1.0 General

- 1.1 The Board of School Trustees affirms the educational value of well-planned and supervised curricular and extra-curricular field trips.
- 1.2 The primary purpose of these trips is to enhance the educational experiences of our students. These experiences extend and enrich the curriculum, and provide opportunities for young people to develop their intellectual, social, career, and physical capabilities.
- 1.3 A field trip hand book, developed to assist teachers and school principals and vice - principals in thoughtful preparation and facilitation of field trips available to all district staff, to parents and to the general public.

2.0 Related Policy

- 2.1 Field trips are an extension of school, therefore school rules and district policy will be adhered to for all extra-curricular and curricular field trips.
The following district policies directly apply:
 - 2.1.1 Policy 310: Student Conduct and Discipline
 - 2.1.2 Policy 311: Student Conduct While Riding a School Bus
 - 2.1.3 Policy 340: Fees for Students

3.0 Educational Criteria

- 3.1 The field trip relates to and enhances student learning and the school programs.
- 3.2 Educational value is demonstrated in the planning, and while on field trip.
- 3.3 The field trip is appropriate to the physical, social, emotional and mental development of the students.
- 3.4 The field trip encourages integration of curricular areas and embeds the Core Competencies of Creative and Critical Thinking, Communication, and Personal and Social Responsibility.
- 3.5 The field trip demonstrates clearly stated objectives.
- 3.6 The educational benefit is such that it warrants the travel, time and money required to make the excursion a quality experience.
- 3.7 Health and safety factors are considered and aligned with district risk management guidelines as outlined in the Field Trip Handbook.

CAPITAL BYLAW NO. 15/16-CP-SD10-01
CAPITAL PLAN 2015/16

A BYLAW by the Board of Education of School District No. 10 (Arrow Lakes) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

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

NOW THEREFORE the Board agrees to the following:

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

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of May 24, 2016 from the 2015/16 Capital Plan is hereby adopted.
2. This Bylaw may be cited as School District No.10 (Arrow Lakes) Capital Bylaw No.15/16-CP-SD10-01.

READ A FIRST TIME THE 28th DAY OF JUNE, 2016;
READ A SECOND TIME THE 28th DAY OF JUNE, 2016;
READ A THIRD TIME, PASSED AND ADOPTED THE 28th DAY OF JUNE, 2016.

CORPORATE SEAL

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 10 (Arrow Lakes) Capital Bylaw No. 15/16-CP-SD10-01 adopted by the Board the 28th day of June, 2016.

Secretary-Treasurer