



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

MINUTES

School Board Office

Date: Tuesday October 15, 2019
7:00 pm

PRESENT

TRUSTEES: L. Brekke, D. Simon, M. Teindl, C. Dixon, R. Farrell

STAFF: T. Taylor, M. Grenier, P. Dubinsky, S. Woolf

OTHERS:

1. CALL TO ORDER:

M. Teindl called the meeting to order at 7:00 pm.

Acknowledgement of Territory

2. ADOPTION OF AGENDA:

Moved by R. Farrell, seconded by L. Brekke that the Agenda be adopted as presented.

CARRIED

3. ADOPTION OF MINUTES:

Moved by D. Simon, seconded by L. Brekke that the Minutes of the Regular Meeting of September 17, 2019 be adopted as presented.

CARRIED

4. PRESENTATIONS

a) District Plan for Learning, Terry Taylor

Superintendent T. Taylor presented the SD10 District Plan for Learning Website
<https://planforlearning.sd10.bc.ca/>

5. DISPOSITION OF PREVIOUS PRESENTATIONS

Nil

6. FINANCIAL UPDATE: (S.Woolf)

a) September 30, 2019 Financial Report (report attached)

- b) Exempt Compensation Disclosure Statement and Compensation Philosophy

S. Woolf confirmed that the Exempt Compensation Disclosure report was submitted to PSEC and will be posted on the SD10 website at <https://sd10.bc.ca/board-of-education/financial-information-budgets/> once approved by PSEC.

7. QUESTIONS REGARDING FINANCIAL

Nil

8. REPORTS

a) **Chairperson**

- i. Report attached

b) **Education Partnership Committee**

- i) September 2019 - EPC Meeting Minutes: [SD10: EPC Minutes - September 17, 2019](#)

c) **Parent Advisory Council / Trustee Liaison Reports:**

- i) Burton Elementary School (D. Simon)
No report
- ii) Edgewood Elementary School (D. Simon)
No report
- iii) Nakusp Elementary School (M. Teindl)
• Report attached
- iv) Lucerne Elementary-Secondary School (R. Farrell)
• Report attached
- v) Nakusp Secondary School (M. Teindl)
• Report attached
- vi) District Parent Advisory Council (L. Brekke)
No report
- vii) CUPE/Board Liaison (M. Teindl)
• Report attached
- viii) ALTA/Board Liaison Meeting (M. Teindl)
• Report attached
- ix) Occupational Health and Safety Committee (L. Brekke)
• Report attached

- x) Chamber of Commerce (C. Dixon/R. Farrell)
 - Nakusp: Hosting an All Candidates Forum on October 17, 2019
 - New Denver/Silverton: No report
- xi) Strong Start Centres
 - New Denver Strong Start Report Attached
- xii) Arrow Lakes Indigenous Educational Advisory Council (D. Simon)

No report
- d) Branch / BCSTA / BCPSEA
 - i) Branch: Report attached (L. Brekke)
 - ii) BCSTA: Report attached (L. Brekke)
 - iii) BCPSEA: Report attached (M. Teindl)
- e) Superintendent/Secretary-Treasurer: (T. Taylor)

The Superintendent/Secretary-Treasurer Report was presented at the Education Partnership Committee Meeting. A copy of this report is included as part of the Regular Meeting Minutes.

9. OLD BUSINESS:

Nil

10. NEW BUSINESS:

Nil

11. NEXT MEETING DATES:

- a) Education Partnership Committee Meeting: November 19, 2019 6:00pm
- b) Regular Meeting of the Board: November 19, 2019 7:00pm

12. QUESTIONS FROM PUBLIC:

Nil

13. ADJOURNMENT:

The meeting was adjourned 8:03pm.

M. Teindl
Chairperson

T. Taylor
Superintendent/Secretary-Treasurer



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Presented by: Shelly Woolf, CPA, CA Assistant Secretary Treasurer

- 2019-2020 Operating Budget – Spent to date \$1,196,720 - 15%**
2018-2019 Operating Budget – Spent to date \$1,051,260 - 14%

Refer to Monthly Expenditure Report - Page 3 (Sep 2019) and Page 4 (Sep 2018)
Operating Budget Status – 85% remaining compared to a target amount of 86%

- Operating Surplus - \$1,361,957**

Unrestricted	\$241,957
Restricted	1,120,000
Total	\$1,361,957

- 2019-2020 Annual Facility Grants Budget and Other Capital Funds**

a) Annual Facilities Grant (AFG) – Operating Grant

Total	\$62,454
Deducted by Ministry for Capital Asset Management System	(3,987)
Expended to date	(9,361)
Available AFG Operating Grant	\$49,106

b) Annual Facilities Grant – Capital Grant (Bylaw)

AFG Capital Grant	\$244,547	100.00%
Expended to date	(95,840)	39.19%
Available AFG Capital Grant	\$148,707	60.81%

c) School Enhancement Program Grant (Bylaw) – 3 programs approved

	Building Enclosure Upgrades (NES,NSS)	Flooring Upgrades (NES,NSS, LESS)	Security System Upgrades (NES,NSS,LESSBES,EES)	Total	%
Approved	\$140,850	\$378,495	\$550,000	\$1,069,345	100.00%
Expended to date	(123,941)	(69,334)	(230,321)	(423,596)	39.61%
Available	\$16,909	\$309,161	\$319,679	\$ 645,749	60.39%



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d) Bus - \$175,311 – on order

e) Capital Reserve Balances

Sharable (Ministry Restricted) Capital	\$210,379
Local Capital	86,929
Total	\$297,308

4. Replacement Costs - including sick, dental, bereavement, professional development and extra-curricular and other: \$50,148 spent on a \$186,656 Budget, 73% budget remaining.

5. 1701 Data Enrollment – not yet finalized – refer to Superintendent’s report.

6. Government & Other Reports Filed/Other

2018-2019 Financial Statement Audit

2018-2019 CEF Spending Report

2018-2019 Executive Compensation Disclosure

2019-2020 September Government Entity Report

2019-2020 1601 Contact Update and 1701 Data Enrollment-in progress

2019-2020 CEF Funding Plan

Fauquier Subdivision Application – waiting for approval letter for connection from BC Hydro

Fund : 0 General Operating

0	TITLE	SEP	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	378,329.39	479,911.30		4,186,024	3,706,113	89
2	Emp. Benefits/Allowances	83,819.78	102,185.97		1,085,607	983,421	91
3	Services	13,447.53	20,830.40	1,344.00	330,338	308,164	93
5	Supplies And Materials	21,789.15	23,964.22	5,858.20	255,088	225,266	88
TOTAL FOR Function - 1		497,385.85	626,891.89	7,202.20	5,857,057	5,222,963	89
Function : 4 District Administration							
1	Salaries	32,066.19	98,801.25		426,150	327,349	77
2	Emp. Benefits/Allowances	3,984.72	11,614.77		80,246	68,631	86
3	Services	23,866.21	109,908.46		232,150	122,242	53
5	Supplies And Materials	2,258.90	6,570.12		54,300	47,730	88
TOTAL FOR Function - 4		62,176.02	226,894.60	0.00	792,846	565,951	71
Function : 5 Operations & Maintenance							
1	Salaries	44,769.34	133,423.10		596,982	463,559	78
2	Emp. Benefits/Allowances	10,412.85	30,078.01		159,200	129,122	81
3	Services	8,540.67	17,502.65		69,100	51,597	75
5	Supplies And Materials	77,878.26	106,320.29	26,892.65	396,760	263,547	66
TOTAL FOR Function - 5		141,601.12	287,324.05	26,892.65	1,222,042	907,825	74
Function : 7 Transportation & Housing							
1	Salaries	16,209.05	30,471.30		210,341	179,870	86
2	Emp. Benefits/Allowances	3,754.40	6,837.45		55,013	48,176	88
3	Services	8,655.80	8,655.80		42,650	33,994	80
5	Supplies And Materials	2,363.09	9,644.96		105,000	95,355	91
TOTAL FOR Function - 7		30,982.34	55,609.51	0.00	413,004	357,394	87
TOTAL FOR Fund - 0		732,145.33	1,196,720.05	34,094.85	8,284,949	7,054,134	85
GRAND TOTAL		732,145.33	1,196,720.05	34,094.85	8,284,949	7,054,134	85

Current Year Targets:
 10 month expenses (Functions 1 & 7) 90%
 12 month expenses (Functions 4 & 5) 75%
 Overall Target 86%

Fund : 0 General Operating

0	TITLE	SEP	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	335,881.39	426,011.78		3,582,016	3,156,004	88
2	Emp. Benefits/Allowances	74,767.25	92,011.47		873,448	781,437	89
3	Services	9,837.28	18,422.48		302,888	284,466	94
4	Services	1,115.00	1,115.00		21,462	20,347	95
5	Supplies And Materials	8,595.98	14,792.16	1,418.00	199,031	182,821	92
TOTAL FOR Function - 1		430,196.90	552,352.89	1,418.00	4,978,845	4,425,074	89
Function : 4 District Administration							
1	Salaries	21,035.26	73,162.07		492,475	419,313	85
2	Emp. Benefits/Allowances	3,519.62	9,991.92		96,585	86,593	90
3	Services	11,501.25	77,601.11	2,100.00	212,601	132,900	63
4	Services	4,539.78	8,875.23		18,000	9,125	51
5	Supplies And Materials	4,024.50	6,725.30		63,135	56,410	89
TOTAL FOR Function - 4		44,620.41	176,355.63	2,100.00	882,796	704,340	80
Function : 5 Operations & Maintenance							
1	Salaries	47,913.13	137,847.70		563,335	425,487	76
2	Emp. Benefits/Allowances	10,082.50	27,875.28		145,350	117,475	81
3	Services	15,746.51	15,580.51		24,300	8,719	36
4	Services	6,782.94	9,402.60		55,500	46,097	83
5	Supplies And Materials	68,625.18	93,301.00	1,657.60	363,668	268,709	74
TOTAL FOR Function - 5		149,150.26	284,007.09	1,657.60	1,152,153	866,488	75
Function : 7 Transportation & Housing							
1	Salaries	13,350.05	26,702.69		203,357	176,654	87
2	Emp. Benefits/Allowances	3,285.13	5,965.75		52,912	46,946	89
3	Services	1,641.42	1,640.90		29,868	28,227	95
4	Services		1,336.55			1,337-	
5	Supplies And Materials	2,185.73-	2,898.44		84,046	81,148	97
TOTAL FOR Function - 7		16,090.87	38,544.33	0.00	370,183	331,639	90
TOTAL FOR Fund - 0		640,058.44	1,051,259.94	5,175.60	7,383,977	6,327,541	86

Current Year Targets:
 10 month expenses (Functions 1 & 7) 90%
 12 month expenses (Functions 4 & 5) 75%
 Overall Target 86%



Melissa Teindl

Board Chair

September 17, 2019

Christina Zacharuk
President and CEO
Public Sector Employers' Council Secretariat
Suite 201, 880 Douglas Street
Victoria, BC V8W 2B7

Dear Ms. Zacharuk:

This will confirm that the Board of Education of School District 10 (Arrow Lakes) is aware of the total compensation paid to executive staff during the 2018-2019 fiscal year and further, that we verify the amount of compensation paid was within the compensation plan as approved by the Board and reported to the Public Sector Employers' Council Secretariat.

Yours truly,

Melissa Teindl,
Board Chair

Trustee Report to Board, October 15, 2019

The LESS PAC meeting was on October 1, 2019.

AGM - will be November 5, 2019

Fundraising proposal - ideas were discussed that included a 50-50 draw, costs associated, etc.

Recreation Commission #6 Grant - PAC is going to apply to the Rec Commission for funding to offset the costs of the ski and indoor soccer programs.

Energy Drinks and pop - a parent expressed concern about students consuming energy drinks in school and would like to see a reduction in this activity. Different approaches were discussed and Nick explained that the current practice is to educate students about making healthy choices and to prohibit classroom consumption but not during breaks.

Next meeting following the AGM, November 5, 2019.

The Chamber of Commerce – nothing to report.

Respectfully submitted,

Rhonda Farrell

Southern Zone Trustee Report - October 15th Meeting

BES PAC/EES PAC

- BES PAC meets on October 22nd @3:30pm
-
- EES PAC no report or meeting date set

ALAEAC

- First meeting is October 21st, @4pm

REPORT – October 15, 2019
Prepared by: Lora Lee Brekke

DPAC –

Next meeting: October 30

OH&S –

- next meeting is scheduled for November 7
- training for OH&S reps took place on October 2
- a BCTF rep walked us through the steps and forms for any incidents
- training was very educational and helpful

BCSTA-Branch-

- AGM for Branch was held at Fairmont Hot Springs September 27-29
- very well put together weekend: started with a social Friday evening, a demonstration by First Nations Hoop Dancers Saturday morning, followed by a blanket ceremony, a presentation by CBEEN Voices for Kids Program, Wildsight BC, Wildsafe BC, and Columbia Basin Trust Watershed program, and a bus ride to a student led tour of the Columbia River headwaters
- I got elected as Branch President at the AGM
- next year is hosted by Boundary and Arrow Lakes will host in 2021

BCSTA-BCTF Life Insurance Committee

- I am appointed to this committee for the next school year and have a meeting on November 4

OLRC

- a telephone meeting to be held Wednesday October 16



World Class Learning in a Rural Environment

October 15, 2019
Superintendent/Secretary Treasurer Report
*Presented at the Education Partnership Committee,
 and Regular Meeting of the Board of Education*

1. October Enrollment notes

- The annual September 30th 1701 student FTE count is in, and overall, enrolment in the district is a total of **454 FTE** students
- This year is 3.43 FTE, slightly down from last year's 457.43 funded FTE total
- Enrolment looks stable at the schools with small increases at most schools
- September 30th FTE count is what the 2019-20 school year funding is based on and indicates:
 - ALDL – 33 students (this number will rise as Grade 10-12 DL students complete courses)
 - BES – 17 students
 - EES – 17 students
 - NES – 174 students
 - NSS – 122 students
 - Lucerne – 90 students
 - Indigenous Learners – 87 students or 19.1% of our student population
 - Students with diverse learning needs – 55 students or 12.1% of our student population
- Since the September 30th count, there have been some minor changes as is common at this time
- Below is the monthly enrollment chart by school and grade:

My Education BC: Student Enrollment Numbers

As of: Oct 11

Grade:	Gr.K	Gr. 1	Gr. 2	Gr. 3	Gr. 4	Gr. 5	Gr. 6	Gr. 7	Gr. 8	Gr. 9	Gr.1 0	Gr.1 1	Gr.1 2	TOTAL LS	Sep t	Dif
ALDL	1	0	1	4	0	2	3	3	3	4	1	1	11	34	42	-8
BES	1	5	4	4	3									17	18	-1
EES	2	3	1	0	2	1	0	7						16	15	1
LESS	6	7	9	6	5	9	7	10	9	8	4	6	5	91	86	5
NES	28	23	11	18	25	23	24	23						175	175	0
NSS									28	20	32	26	16	122	124	-2

TOTAL 38 38 26 32 35 35 34 43 40 32 37 33 32

District Total

455 460 -5

Notes: Grade not applicable to school
 BAS is currently not showing cross enrollment numbers in My Ed BC

1. NSS Climbing Wall Update – Good News!

- Work on bringing the NSS Climbing Wall to life continues, with good news finally in the offing
- Engineered drawings for both the climbing wall and the bouldering wall have now both been received, allowing district staff to prepare a more precise budget of construction costs
- Local contractor, Dave Madden, has agreed to take on construction of the climbing wall which will commence in December 2019, with the able assistance of our school district carpenters
- Superintendent Taylor has been in communication with CBT about the project and received good news two weeks ago on the \$30,000 CBT grant
 - Based on recent progress on the project, submission of a finalized budget and secure timelines, CBT has approved funding be released, with the project deadline now extended to the end of February 2020 with all construction and engineering inspections to be completed by that date
- As budget costs are higher than anticipated in the original grant applications prepared in 2017, NSS Principal, Peter Gajda has indicated that school trust funds will assist with increased costs and other grants may be sought to help with some equipment purchases

2. Lucerne Playground Grand Opening - Monday October 7th, 2019

- Despite the soggy and brisk fall weather, Lucerne school students and staff hosted an official opening of the new playground at Lucerne on Monday, October 7th at noon outside in the playground
- Local New Denver mayor, Leonard Casely, School Board trustee, Rhonda Farrell, Principal Nick Graves and Superintendent Taylor were all in attendance to commemorate the occasion
- Harvest apple cake was served after the short official opening, much to the delight of all



- Elementary children at Lucerne presented thank you cards to district carpenters, Riley Gerber and Jaime Coates and groundskeeper, Wes Coleman for their amazing work installing the new playground structures
- Manager of Operations and Transportation was also honoured for his contribution in gathering input from the children and parents at Lucerne and creating playground designs with the manufacturer that met the wants and needs of our kids for many years to come
- \$90,000 in funding was

received from the Ministry of Education for this playground replacement project

- We send a gigantic thank you to the government for prioritizing safe and functional children's play spaces and to the Ministry for recognizing the dire need to replace aging playground structures

3. Concerns continue – Drivers Passing School Busses with Red Lights Flashing

- Reports of vehicles passing school busses while their red lights are flashing and our children are boarding or disembarking from school busses continue this fall; school's only been in for a month!
- It is illegal to pass a school bus with its red flashing lights and when the stop sign is extended
- A recent incident of a car passing while children boarded the school bus with red flashing lights was reported to police and the matter is proceeding, with a fine to the driver
- The larger concern is the danger this illegal driving behaviour poses to children's safety – our kids are vulnerable and these drivers are putting their lives at risk!

- Please report speeding in school zones or passing school busses with red flashing lights to the RCMP

4. Bussing Issues Increase

- We continue to experience some big challenges with bussing this year
- In the first month of school, two busses have broken down, which caused the EES bus to be cancelled for a day, and the Crescent Bay bus route to be delayed
- Our new bus is scheduled to arrive soon and we have one bus out of service waiting for parts and are using the extra bus from Edgewood to serve the new Burton bus route
- Despite posting the position internally within CUPE and advertising externally, we are missing a bus driver on a regular bus route from Nakusp to Fauquier every day, only managing to make the bus route work through the good will of several retired CUPE bus drivers and one casual who are all sharing the job in order to make it work out and keep the bus route staffed
- In addition, we continue to be short of casual bus drivers in all zones of the district
- The bus driver shortage is causing challenges for school field studies requesting bus transportation; though we greatly value field studies and students learning in the environment as well as extra-curricular activities, it is becoming increasingly difficult this year to support these learning experiences for our students due to labour shortages
- Schools are kindly requested to submit field studies applications at least two weeks in advance so we can adequately plan for bussing needs

5. Teachers and PVPs Engage in Class Review Preparation

- Along with WKTEP teacher candidates, our teachers have been working hard after school for the past couple of Tuesdays, assessing their students' skills in reading and writing in preparation for class reviews in October



- Conducting class reviews across the district is an initiative that resulted from a 2016 Special Services Review with Dr. Randy Cranston who interviewed over 45 teachers and support staff – they all recommended that this become a district-wide practice
- A Class Review or Class Profile informs the teacher about the strengths and stretches of the learners in their class
- The Review team of classroom teacher, Learning Support teacher, PVP and Director of Learning examine reading, writing and numeracy assessments and teacher observations and student work samples to learn about

needs of a particular class, which then assists the teacher to better meet the needs of their learners in collaboration with the team

- Class reviews also help in allocating Student Services support resources including EAs
- This year all schools in the district will review the progress made by their students at Class Reviews held in January and May, giving more fulsome information on student learning

6. SD 10 Invests in Teacher Professional Learning

- A new school year is underway, and so is the new slate of Teacher Professional Learning teams

- **Goal 1** of the [District Strategic Plan](#) is to **Enhance Teaching and Learning** and we offer a range of voluntary professional learning to assist our teachers' learning
- Educational research is very clear that increasing the skills and capacity of teachers through collaborative Professional Learning Networks makes a big difference for kids' learning
- We are pleased that 12 teachers and our new Vice Principal have joined the [Shelley Moore Embracing Diversity](#) learning team which met on September 14th for the first of 4 sessions this year
 - This learning team is invested in finding ways for teachers in collaboration with the Learning Support teacher, school counsellor and EAs at the school to foster inclusion of students with diverse learning needs through teaching
 - Two sessions are in person and two are virtual sessions with Shelley Moore facilitating
- On October 9th, 10 teachers and a Vice Principal join with renowned UBC researcher, [Dr. Leyton Schellert](#) in the 8th year of the *Collaborating to Engage All Learners* team in 6 learning sessions
 - The C2EAL team works on collaborative inquires focussed on improving practice in designing learning to meet the needs of all learners and engaging them in high quality learning
 - The C2EAL also works in teachers' classrooms in a set of Learning Rounds, watching and learning from one another's professional practice in engaging all learners
- On October 16th, our *Changing Results for Young Children* team begins with Dr. Randy Cranston facilitating and Nick Graves co-leading the series of six after school sessions throughout the year
 - CR4YC focuses on improving SEL or socio-emotional learning in young children and is based on the successful of the very successful CR4YR program which enhanced reading
 - Strong Start Coordinators, preschool educators and primary teachers across SD 10 will be immersed in this after school session
 - The Ministry has provided a \$12,000 Early Learning grant to support release time for this team and also travel for the series leaders to attend provincial early learning events
- This year, our new Director of Learning, Peter Dubinsky has managed to corral the highly sought after Katie White, an assessment consultant from Saskatchewan, and Adrienne Gear, a literacy consultant from BC
 - Katie and Adrienne are also working with teams of teachers in a virtual learning series of after school dinner meetings to improve teaching practices in reading and writing, and assessment
 - Teacher interest in joining these two new learning teams is also very high



7. New Teacher Orientation – Thursday, October 3rd

- Eight teachers new to SD 10 participated in the joint ALTA/SD 10 New Teacher Orientation
- The Arrow Lakes Teachers Association and the District have collaborated over many years to host this orientation to the district which is required under the collective agreement, and to make it relevant to teachers
- The passion of our new-to-SD 10 teaching staff is exciting and already these new educators from across BC, Alberta, Ontario and PEI are making a difference for our learners!
- Feedback from our new teachers is that the New Teacher Orientation is a valuable day of learning about the district, the Union, and also a great way to connect with one another across rural places
- With only 40 teachers in the district, this year's new teachers form 20% of our total teacher work force

8. October 25th Pro-D day plans for Professional Learning

- This upcoming Pro-D day is the annual BCTF Provincial PSA day with workshops and conferences held across the province for teachers on a wide range of topics
- Some of our Principals and Vice Principals will also be attending the annual BCPVPA conference held in Vancouver
 - Lucerne's Nick Graves and NES' Mike Hibberson are presenting on their work on the K-9 Reporting Pilot and communicating student learning
 - NSS Principal, Peter Gajda is doing a short Ignite session on using MyBlueprint with students
- The plan for CUPE learning support staff in the district is as follows:
 - Education Assistants and Strong Start Coordinators as well as any interested teachers will be learning in a POPARD (Provincial Outreach Program on Autism Resources) video conference entitled Gaining Student Cooperation: The First Step to Learning and Inclusion with Alexandra Voroshina, MA, BCBA and Dr. Georgina Robinson, PhD from SFU