



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

MINUTES

School Board Office

Date: Tuesday October 11, 2016
7:00 pm

PRESENT

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

STAFF: T. Taylor, M. Grenier, L. Newman, S. Brenna-Smith

OTHERS: R. Bardati

1. CALL TO ORDER:

Board Chair L. Brekke called the meeting to order at 7:01 pm

2. ADOPTION OF AGENDA:

Moved by R. Farrell seconded by J. Struck that the agenda be adopted as presented.

CARRIED

3. ADOPTION OF MINUTES:

Moved by Q. De Courcy, seconded by R. Farrell That the Board of Education of School District 10 (Arrow Lakes) adopt the minutes of the Regular Meeting of September 13, 2016 as presented.

CARRIED

Recommendation: Moved by M. Teindl, seconded by J. Struck that the Board of Education of School District 10 (Arrow Lakes) adopt the minutes of the Special Regular Meeting of September 27, 2016 as presented.

CARRIED

4. PRESENTATIONS

Nil

5. DISPOSITION OF PREVIOUS PRESENTATIONS

Nil

6. FINANCIAL UPDATE:

a) September 30, 2016 Financial Reports presented by Susan Brenna-Smith (attached).

7. QUESTIONS REGARDING FINANCIAL

Nil

8. REPORTS

a) **Chairperson:**

- i) Report attached

b) **Education Partnership Committee**

Nil

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

i) Southern Zone

- Meeting was postponed to this week (week of Oct 11-14)

ii) Nakusp Elementary School

- The lockdown drill and coding were discussed
- Hot lunches with Cut Rite Deli have started
- Discussion about DPAC and need to have representation from across the district
- AGM – October 19th

iii) Lucerne Elementary-Secondary School

- AGM is November 1st, 2016

iv) Nakusp Secondary School

- Report attached

v) District Parent Advisory Council

No report

vi) CUPE/Board Liaison

- Report attached

vii) ALTA/Board Liaison Meeting

- LGBTQ2IA+ Policy was discussed with a focus on 'students'
- Teacher evaluation around 'growth' – choice for teachers of an evaluation vs. teacher growth plan
- Updated protocol was reviewed (2016-2017) for Teacher Time and Travel for participation on Professional Learning Teams
- Next meeting is Nov 7, 2016

viii) Occupational Health and Safety Committee

- No report

- Next meeting is October 18, 2016
- ix) Chamber of Commerce
 - Nakusp: Next meeting Oct 20th, 2016
 - New Denver/Silverton: Next meeting Oct 13th, 2016
- x) Strong Start Centres
No report
- xi) Arrow Lakes Aboriginal Educational Advisory Council
 - Date for meeting is pending final approval
- d) Branch / BCSTA / BCPSEA
 - i) Branch: KBB AGM - September 2016 hosted by SD5
 - ii) BCSTA: No report
 - iii) BCPSEA: BCPSEA Symposium Event
- e) Superintendent/Secretary-Treasurer: (T. Taylor)
 - i) The Superintendent/Secretary-Treasurer Report was presented at the Education Partnership Committee Meeting. A copy of this report has been attached.

9. OLD BUSINESS:

Nil

10. NEW BUSINESS:

- a) Policy Committee Updates

Notice of Motion: *That the Board of Education of School District 10 (Arrow Lakes) approve the new policy- Policy 301- LGBT2QIA+ Sexual Orientation, Gender Identity and Gender Expression at the Regular Meeting of the Board November 8, 2016 as recommended by the Policy Committee.*

Notice of Motion: *That the Board of Education of School District 10 (Arrow Lakes) approve the abandonment of policies 150-School Planning Council, 531 – Workplace Discrimination, Bullying and Harassment, 691-Evaluation of the Secretary Treasurer, 411-Superintendent of Schools, 690-Secretary-Treasurer.*

The rationale for abandonment was presented at the Education Partnership Committee Meeting. Please refer to EPC Minutes of October 11, 2016.

All comments or questions regarding the above Notice of Motions are welcomed to be sent directly to L. Brekke, Board Chair by email at loralee.brekke@sd10.bc.ca no later than Thursday Nov 3, 2016.

11. NEXT MEETING DATES:

- | | | | |
|----|--|-------------|---------|
| a) | Education Partnership Committee Meeting: | Nov 8, 2016 | 6:00 pm |
| b) | Regular Meeting of the Board: | Nov 8, 2016 | 7:00 pm |

12. QUESTIONS FROM PUBLIC:

Nil

13. ADJOURNMENT:

R. Farrell adjourned the meeting at 7:35 pm

L. Brekke
Chairperson

T. Taylor
Superintendent/Secretary-Treasurer



**Board Meeting
October 11 2016**

Presented by: Susan Brenna-Smith, Director of Finance

1. a) 2016-2017 Operating Budget Review - September 30, 2016

Annual 2016/17 Operating Budget \$ 7,822,158

b) Operating Budget Status (SDS Report #107)

Target: 86% remaining

Actual: 86% remaining

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

2. Operating Surplus (Un-appropriated)

Available for appropriation by the Board \$ 644,273

3. 2016-2017 AFG Budget and Other Capital Funds

a) AFG (Annual Facilities Grant) – Operating Grant

AFG 2016-17 Operating Grant	67,770
Withheld by MOE for Capital Asset Management System & Next Generation Network	15,948
Expended to date 2016-17	<u>51,822</u>
Available AFG Operating Grant Funds	<u>\$ -</u>

b) AFG - Capital Grant (Bylaw)

AFG – 2016-17 Capital Grant	\$ 236,572
Less: Expended 2015-16	<u>11,605</u>
Available for 2016-17	224,967
Expended to date 2016-17	<u>24,194</u>
Available AFG Capital Grant Funds	<u>\$ 200,773</u>

c) Routine Capital / School Enhancement Program Grant (Bylaw)

	Lighting Upgrade - NES, BO, Shop	NES/NSS Re-roofing	Total
Routine Capital 2015-16 Grant Carryforward	\$ 70,962	\$ -	\$ 70,962
Routine Capital 2016-17 Grant	-	259,284	259,284
Interest Revenue	-	-	-
Expended to date 2016-17	65,427	241,303	306,729
Available Routine Capital Funds	<u>\$ 5,535</u>	<u>\$ 17,981</u>	<u>\$ 23,517</u>

d) 2016/17 Bus Grant (Bylaw)

Bus 2015-16 Grant Carryforward	\$ 1,234
Bus 2017-18 Grant	126,249
Expended to date	<u>127,386</u>
Available Bus Grant Funds	<u>\$ 97</u>

Shareable Capital - SS (Capital Reserve)

- Ministry restricted capital reserve balance is \$ 271,001.
- Non-Shareable Capital - NSC (Local Capital Reserve)
- Board restricted internal capital reserve is \$ 82,076.

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

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

Budget Implications: 95% Replacement Budget remaining
\$16,669 spent on a \$319,988 Budget

5. Government & Other Reports Filed

Government Reporting Entity (GRE) for Year ended June 30 2016
2015-16 Executive Compensation Disclosure Report (SD 10 Website)
Audited Financial Statements for Year ended June 30 2016 (SD 10 Website)

6. 1701 First Submission – October 7 2016

Schools	Head Count						Funded FTE					
	Sept 2016	Sept 2015	Sept 2014	Sept 2013	Sept 2012	Sept 2011	Sept 2016	Sept 2015	Sept 2014	Sept 2013	Sept 2012	Sept 2011
1 Burton Elementary	-	-	-	-	-	10	-	-	-	-	-	10.000
2 Edgewood Elementary	19	14	30	23	26	21	19.000	14.0000	30.000	23.000	26.000	21.000
3 Nakusp Elementary	164	167	165	188	188	195	164.000	167.0000	165.000	188.000	188.000	195.000
4 Nakusp Secondary	147	156	150	159	177	193	146.063	145.2500	146.438	155.875	178.688	199.313
5 Lucerne Elementary	78	90	96	89	92	84	80.125	91.1250	96.375	90.063	93.375	87.500
6 Burton Academy School	11	7	12	-	-	-	5.500	3.0000	3.000	-	-	-
Schools Subtotal	419	434	453	459	483	503	414.6875	420.3750	440.8125	456.9375	486.0625	512.8125
7 Arrow Lakes DL	34	26	24	22	24	9	27.375	20.3750	16.875	12.875	12.500	9.000
Total per 1701 Report	453	460	477	481	507	512	442.0625	440.7500	457.6875	469.813	498.563	521.813
International students (not funded)	2	5	3	2	-	-	-	-	-	-	-	-
BAS students cross-enrolled	11	7	12	-	-	-	-	-	-	-	-	-
Adjusted Total	440	448	462	479	507	512						

Fund : 0 General Operating

O	TITLE	SEP	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	320,203.35	430,992.34		3,902,474	3,471,482	89
2	Emp. Benefits/Allowances	75,187.07	121,744.01		989,551	867,807	88
3	Services	15,059.14	24,436.07		338,326	313,890	93
4	Services	2,063.38	5,893.82	2,625.00	43,760	35,241	81
5	Supplies And Materials	14,981.14	22,435.27	850.94	186,642	163,356	88
TOTAL FOR Function - 1		427,494.08	605,501.51	3,475.94	5,460,753	4,851,776	89
Function : 4 District Administration							
1	Salaries	34,042.38	94,830.22		412,509	317,679	77
2	Emp. Benefits/Allowances	7,086.98	19,895.65		96,952	77,056	79
3	Services	1,426.13	59,741.90		266,183	206,441	78
4	Services	8,988.64	15,004.53		57,000	41,995	74
5	Supplies And Materials	1,381.88	143.71		36,979	37,123	100
TOTAL FOR Function - 4		52,926.01	189,328.59	0.00	869,623	680,294	78
Function : 5 Operations & Maintenance							
1	Salaries	41,211.62	130,347.91		549,634	419,286	76
2	Emp. Benefits/Allowances	10,430.02	34,838.65		133,054	98,215	74
3	Services	239.97	158.26		15,100	14,942	99
4	Services	6,673.53	8,092.44		60,394	52,302	87
5	Supplies And Materials	18,475.94	80,253.20	12,950.00	397,299	304,096	77
TOTAL FOR Function - 5		77,031.08	253,690.46	12,950.00	1,155,481	888,841	77
Function : 7 Transportation & Housing							
1	Salaries	15,130.83	26,072.16		169,491	143,419	85
2	Emp. Benefits/Allowances	4,028.40	8,084.80		41,845	33,760	81
3	Services	5,033.67	6,520.70		33,310	26,789	80
4	Services	400.00	600.00		1,000	400	40
5	Supplies And Materials	202.56	3,518.11		90,655	87,137	96
TOTAL FOR Function - 7		24,795.46	44,795.77	0.00	336,301	291,505	87
TOTAL FOR Fund - 0		582,246.63	1,093,316.33	16,425.94	7,822,158	6,712,416	86
GRAND TOTAL		582,246.63	1,093,316.33	16,425.94	7,822,158	6,712,416	86

Current Year:

TARGETS:

10-month expenses (Functions 1 & 7)

90% remaining

12-month expenses (Functions 4 & 5)

75% remaining

Overall Target

86% remaining

Fund : 0 General Operating

O	TITLE	SEP	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	349,513.54	439,746.12		4,036,269	3,596,523	89
2	Emp. Benefits/Allowances	84,655.64	136,974.89		1,044,429	907,454	87
3	Services	17,721.62	21,948.55	249.48	340,837	318,639	93
4	Services	15,643.83	13,637.87		46,054	32,416	70
5	Supplies And Materials	17,780.32	25,820.24	9,799.19	327,147	291,528	89
TOTAL FOR Function - 1		485,314.95	638,127.67	10,048.67	5,794,736	5,146,560	89
Function : 4 District Administration							
1	Salaries	29,588.80	82,803.72		381,916	299,112	78
2	Emp. Benefits/Allowances	4,981.32	18,668.53		90,646	71,977	79
3	Services	3,588.48	47,943.91	1,680.00	249,350	199,726	80
4	Services	7,458.90	14,070.90		67,511	53,440	79
5	Supplies And Materials	6,015.70	5,233.51		26,450	21,216	80
TOTAL FOR Function - 4		51,633.20	168,720.57	1,680.00	815,873	645,472	79
Function : 5 Operations & Maintenance							
1	Salaries	47,995.98	162,011.67		534,925	372,913	70
2	Emp. Benefits/Allowances	8,281.76	42,559.22		131,084	88,525	68
3	Services	3,969.71	5,955.88		15,100	9,144	61
4	Services	3,824.50	17,511.00		60,394	42,883	71
5	Supplies And Materials	34,598.77	105,470.67	4,095.00	442,899	333,333	75
TOTAL FOR Function - 5		98,670.72	333,508.44	4,095.00	1,184,402	846,799	71
Function : 7 Transportation & Housing							
1	Salaries	8,011.42	9,149.93		168,717	159,567	95
2	Emp. Benefits/Allowances	1,832.62	3,303.88		41,644	38,340	92
3	Services	82.00	4,875.23		32,886	28,011	85
4	Services	245.00	725.00		1,000	275	28
5	Supplies And Materials	8,875.65	17,936.21		90,655	72,719	80
TOTAL FOR Function - 7		19,046.69	35,990.25	0.00	334,902	298,912	89
TOTAL FOR Fund - 0		654,665.56	1,176,346.93	15,823.67	8,129,913	6,937,742	85
GRAND TOTAL		654,665.56	1,176,346.93	15,823.67	8,129,913	6,937,742	85

Previous Year:

TARGETS:

10-month expenses (Functions 1 & 7)

12-month expenses (Functions 4 & 5)

Overall Target

90% remaining
75% remaining
86% remaining

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

2016-2017	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Average Per Employee	Employee Head Count
AO	0.00	0.00	0.00											0.00	6
Exempt	3.00	2.00	3.00											0.00	6
Support Staff: Clerical/Lib Clk	0.00	0.00	2.21											0.00	6
Support Staff: Custodial	5.00	3.00	9.99											0.00	7
Support Staff: EA/PrA/SSC	0.00	0.00	11.31											0.00	18
Support Staff: Maintenance	0.00	0.00	0.00											0.00	3
Support Staff: Transportation	0.00	0.00	0.00											0.00	5
Teachers	0.00	0.00	10.38											0.00	36
TOTAL	8.00	5.00	36.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87

2015-2016	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Average Per Employee	Employee Head Count
AO	0.00	0.00	4.00	1.00	1.00	4.40	6.60	2.00	4.00	4.50	5.00	4.00	36.50	6.08	6
Exempt	1.00	5.00	1.00	1.00	0.00	1.00	0.50	12.50	0.00	2.00	1.00	1.00	26.00	4.33	6
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	11.09	65.43	9.35	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	3.38	125.26	17.89	7
Support Staff: EA/PrA/SSC	0.00	0.00	15.16	23.07	35.46	25.31	32.42	28.47	12.74	24.27	28.01	23.98	248.89	12.44	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	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	0.63	16.52	3.30	5
Teachers	0.00	0.00	47.57	30.60	40.55	33.20	50.80	45.80	22.20	53.20	60.80	40.30	425.02	10.12	42
TOTAL	15.50	17.43	72.70	77.78	106.26	94.53	104.53	107.82	51.51	114.42	106.89	84.38	953.75		96

2014-2015	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Average Per Employee	Employee Head Count
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

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

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Average Per Employee	Employee Head Count
2013-2014															
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

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Average Per Employee	Employee Head Count
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 Clk	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 Per Employee	Employee Head Count
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 Clk	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

BOARD CHAIR REPORT – Oct. 11/16

The Board had another successful Policy meeting at the end of September.

At the end of August, as a follow up to our April inquiry into the Village water rates, staff and the Board Chair met with the mayor and staff of the Village of Nakusp to discuss the water and sewer rates. Village staff explained how we are charged – based on the number of classrooms in the school. The Board has now received a letter from the Village explaining the rates in detail. The Board will direct staff to acknowledge receipt of their letter.

Members of the Board and the Superintendent/Secretary Treasurer attended the Kootenay Boundary Branch AGM near Cranbrook in September.

As former Kootenay Boundary Branch president, I was asked to join the Committee for the 2017 Election to advocate for public education. There are representatives from each area of the province. The motto for this will be **Public Education is the Key**. There will be media publications, Twitter and Facebook posts. We want to get the word out to the Provincial candidates to push for public education.

Correspondence:

Copies of letters from School Districts to the Provincial Government, Ministry of Education have been received.

The Board sent a letter to the Ministry of Transport and to Waterbridge Ferries in the spring requesting priority boarding for the school bus at the Fauquier-Needles ferry. I received a call from the manager of Waterbridge stating that our change in the bus schedule should alleviate the problem as the two busses will not be meeting at the Ferry. I have not heard anything further.

Correspondence was received from:

BC School of Sports,

Adolescent Mental Health Association

BCTF regarding the Select Standing Committee on Finance and Government Services

A Thank You card from retiree Joanne Martin

And a Thank You card from scholarship recipient Angus Jackson

CUPE Board Liaison

The Board met with CUPE on September 27 and October 11.

Strong Start schedules was discussed,

There was a successful Pro-D day held on Sept 26 and another one is planned for October 21.

Other issues involving job descriptions, attendance wellness programming were discussed.

The next meeting is planned for November 8.

BCPSEA:

I will attend the annual BCPSEA symposium this week.

Topics for the symposium include Leadership, Dealing with Change, and Making Change work.

Look forward to a learning session.

Report re: PAC Meeting – September 26, 2016

- Hybrid Timetable, with mostly semester courses but a few linear ones as well
- Major upgrades to shop area, including new benches and stools, new equipment and some new cabinets
- Teacher advisory groups hosted a guided Q and A to get some student input on things they would like to see done, and a few are happening soon:

- Two new filtered water fountains going in this week (or next)
- Already in the works, but a new gym floor

Events

- Welcoming BBQ (Sept 7th)
- Pancake Breakfast for Grade 8's (Sept 21st)
- Soccer Tournament (Sept 23rd) with a dance
 - Sr Outdoor Ed
 - did some Helicopter and GSAR work on Sept 19th
 - camping on Oct 1st to 3rd
 - Environmental Science Class
 - Hot springs water sampling, site tour on Sept 19th
 - Fungus walk on Oct 1st
 - Grade 8's off to Cody Caves on Oct 5th
- Volleyball teams have been hard at work and start their season on Sept 28th
- First theme day, at the request of the grade 12's, will be Formal Friday on Sept 30th; other days are planned

Nominations for executive staff – still look for PAC Chair, Secretary and DPAC Rep

Aboriginal Education Advisory Council

No Report

Nakusp Chambers of Commerce –

Opening of Business – Shon's Bike and Ski shop – unable to attend.

There will be a general meeting Next Thursday

Submitted by: Melissa Teindl, Trustee

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

As of: Oct 4-2016

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	4	2	4	2	2	2	2	2	2	3	2	2	8	37
EES	1	0	1	1	7	2	4	4						20
LESS	7	3	9	5	9	9	5	6	6	7	6		6	78
NES	14	21	17	18	24	22	17	32						165
NSS									27	32	23	25	39	146

District Total	446
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- We are awaiting confirmation of the arrival of our five refugee children to Lucerne School
- Enrolment is down very slightly overall in the district from last September's count, but once those five children arrive, only by 2 students

- An excellent Pro-D day was held on September 26th
 - Educators worked with Linda Kaser and Judy Halbert on Inquiry and Growth Mindset as well as Classroom Review and the new Grade 10-12 curriculum
 - Bus drivers attended a CSVE learning day, reviewing professional driving regulations
- October 21st, 2016 is our next Pro-D day
 - This is a BCTF Provincial Specialist Day where teachers across BC travel to attend conferences in areas of their specialty (eg Primary teachers, Technology Education teachers, School Counsellors, etc)
 - The district will also support CUPE professional learning with pre-trip training for bus drivers and Personal Care and Non-Violent Crisis Prevention training for Education Assistants
- Our Collaborating to Engage All Learners team launched on October 4th
 - Ten teachers are participating on this seven session team along with four WKTEP teacher candidates
 - Five learning round days are held in classrooms across the district as well a day in the fall for the team launch and work on teacher inquiry foci, and the late spring final sharing and celebration of learning
 - Dr. Leyton Schnellert and Superintendent Terry Taylor co-facilitate this learning team, now in its 4th year in the district

Superintendent's Report – October 11th, 2016

- Information on three Ministry grant opportunities were received September 19th
 - Superintendent has submitted applications for a \$5000 Skills Access grant and a Shoulder Tapper Grant
- A grant of \$29,563 is intended to provide coding curriculum support for teachers, and resources and support for teachers and students

Coding Curriculum Implementation

- All students between grades 6-9 are to be involved in 15 mandatory hours of learning about and doing computer coding beginning September 2018
- The \$29,563 grant is to enable districts to get teachers ready for teaching this new coding curriculum
- Plans to implement teacher professional learning about coding are to be collaboratively planned with the teacher's Union and submitted to the Ministry by mid-October
- Teacher Union President, Ric Bardati, and Superintendent have met a couple of times to discuss how best to provide this support and learning, and the matter was also discussed at last week's ALTA/Board Liaison meeting
- The Ministry provides two options: have two lead teachers attend regional two day fall and spring "Train the Trainer" coding learning events in Trail, or develop an in-district plan for building teacher capacity and support in teaching coding
- Student learning about coding is already taking place in a number of elementary schools in the district through learning about robotics using Arduino kits, school involvement with the GLOWS program and the Robo-Games, and also a new SET-BC Coding initiative in Grade 4 at Nakusp Elementary
- We look forward to growing opportunities for our students to learn relevant hands-on skills in coding and our teachers to grow their learning in teaching coding integrated into the Mathematics, Science and Applied Skills and Design Technology curricula

4. Transportation Funding

- Our recent application for Ministry funding to support student transportation has been approved for \$42,675
- Three initiatives will be supported by this funding:
 - 1) Transportation assistance for Kindergarten children attending part days as they transition to Kindergarten
 - 2) District Van Use for Curricular and Extra-Curricular Field Studies
 - 3) Enhancement of Curricular Field Studies Trips
- Examples of recent curricular field studies trips include:
 - NSS Environmental Studies trips to Cody Caves (geology) and Nakusp Hot Springs (water studies)
 - Burton Academy Outdoor Education and Entrepreneurship students Ground Search and Rescue helicopter training and overnight camping Swift Water Rescue training
 - All Lucerne Secondary students Rock-Climbing field studies at Skaha Bluffs near Penticton integrating mathematics, physics and Aboriginal learning
 - NES classes camping at Burton School as they study ethnobotany
 - Edgewood intermediate students studying forestry and silviculture in Arrow Park as they learn alongside NACFOR foresters
 - Arrow Lakes DL students learning team-building skills and physics as they rock-climbed at Slocan Bluffs

5. Framework for Enhancing Student Learning

- School and district leaders worked with Judy Halbert and Linda Kaser examining the new Ministry

Framework for Enhancing Student Learning

- School Growth Plan conversations with staff using the Spiral of Inquiry will take place over the next few months given new school leaders at each school with Growth Plans presented to the Board for approval in the spring
- District Plan for Learning is in process – 2016 data is being analysed by the Director of Learning and Superintendent with the aim of presenting a draft report to the Board by November's Board meeting

6. SEP (School Enhancement Program) Funding

- We are delighted to have received confirmation from the Ministry that our \$140,000 heating and ventilation upgrades at Nakusp Elementary and \$146,000 heating and ventilation upgrades at Burton School have been approved under the SEP program
- This funding will make substantive improvements to energy efficiency in both schools!

7. Strong Start Review at Lucerne – October 6th and 7th

- The district has two Strong Start Centres – Nakusp (35 children) and New Denver (29 children) and one Outreach Strong Start which serves children in Burton, Fauquier and Edgewood (total of 28 children). Registrations usually increase over the first few months of the school year.
- A very successful review of the Lucerne Strong Start was held on October 6th and 7th
- Four researchers from the University of Toronto's Atkinson Foundation conducted the research using focus groups with parents, individual interviews with school and district leaders, ECE and Lucerne teachers and Strong Start parents
- Superintendent of Early Learning, Maureen Dockendorf and the researchers highly commended the district for excellent early learning practices in the Strong Start program
- Kudos to Charlene (Bean) Alexander for her leadership as an early childhood educator
- It was also noted by the Superintendent/Secretary-Treasurer in the review, that Strong Start funding is a major challenge: the Ministry grant has not increased in over ten years since Strong Start Centres began, whilst wage and benefit costs as well as utility costs have continued to grow each year
- In both SD 10 and other districts across BC, the funding provided by the Ministry, is now not adequate to provide for the level of service we are extending to parents and their young children for early learning
- The district will be examining options in regards to funding shortfalls

8. Casual Bus Driver Shortage

- Despite advertising for casual bus drivers, and interviewing and hiring three new drivers over the past month, the district is struggling to fill bus shifts for field trips due to lack of drivers
- Two of the new drivers have been unavailable for extended periods of time and the third has since resigned
- Professional drivers with Class 1 certification are being sought
- In the interim, as Manager of Transportation and Operations, Art Olson, and Executive Assistant, Michelle Grenier try to creatively fill the many fall field trip requests, the district would like to thank our Regular CUPE bus drivers for their flexibility, and thank CUPE for their understanding and support!

9. Ministerial Order re: SOGI (Sexual Orientation and Gender Identity) compliance

- The Minister of Education has advised all school districts that Board policies and School Codes of Conduct must comply with and have language citing that there will be no tolerance for bullying or

discrimination on the basis of sexual orientation or gender identity

- Schools are reviewing and updating their Codes of Conduct and the Board Policy Committee is reviewing all relevant policy to ensure compliance by December 31st as mandated

10. LGBT2QA++ Policy and Protocol

- These documents have been shared with all Principals and Vice Principals to discuss with their staff regarding any feedback
- Will be distributed to SD 10-All for comments and feedback prior to November 8th Board Meeting
- Lunch hour sessions with interested secondary students will be held at NSS and Lucerne in early November to gather any feedback or input; DL students will be invited to NSS meeting



SCHOOL DISTRICT NO.10 (ARROW LAKES) POLICY MANUAL

301– LGBT2QIA+ - Sexual Orientation, Gender Identity and Gender Expression

1.0 General

- 1.1 The Board of Education (the “Board”) is committed to establishing and maintaining a safe, inclusive, equitable, and welcoming learning and working environment for all members of the school community, regardless of real or perceived sexual orientations, gender identities, and gender expressions, which includes lesbian, gay, bisexual, trans, Two-Spirit, queer, questioning, intersex, and asexual (LGBT2QIA+).
- 1.2 The Board will provide a safe environment, free from harassment and discrimination, while also promoting pro-active strategies and guidelines to ensure that LGBT2QIA+ students, employees and families are welcomed and included in all aspects of education and school life and treated with respect and dignity.
- 1.3 The Board believes that all LGBT2QIA+ students, staff and families have the right to:
 - 1.3.1 have their confidentiality protected and respected;
 - 1.3.2 self-identification and determination; and
 - 1.3.3 have their unique identities, families, cultures, and communities included, represented, valued, and respected within all aspects of the school environment.

2.0 Support and Communications

- 2.1 The Board is committed to constructive and open dialogue with LGBT2QIA+ communities to increase cooperation and collaboration among home, school and the community.
- 2.2 The Board will acknowledge through its communication to students, staff, and the community that some students are LGBT2QIA+ and/or live in LGBT2QIA+ families and need to be positively recognized and included as such.
- 2.3 All schools are encouraged and supported in establishing and maintaining Gay or Queer/Straight Alliance clubs, groups or programs.
- 2.4 Schools and staff are encouraged to incorporate school in-service, individual professional development, and group staff development activities as opportunities to enhance the school and work place as tolerant and diverse learning environments.



SD #10 (Arrow Lakes) District Protocol

LGBT2QIA+ – Sexual Orientation, Gender Identity, and Gender Expression

Overview

This protocol has been developed to help define appropriate behaviours and actions in order to prevent discrimination and harassment through greater awareness of and responsiveness to their harmful effects to any persons who identify themselves on the bases of sexual orientation, gender identity and/or gender expression. SD10 will strive to prevent and provide effective procedures to respond to any language or behavior that a reasonable person would believe degrades, denigrates, labels or stereotypes students, staff and/or family members on the bases of their real or perceived sexual and/or gender identities and/or gender expression, and/or incites hatred, prejudice, discrimination or harassment.

SD10 is committed to implementing measures that will:

- Define appropriate expectations, language, behaviours and actions in order to prevent discrimination and harassment.
- Ensure that complaints of discrimination or harassment based on sexual orientation, gender identity and/or gender expression are taken seriously and dealt with expeditiously and effectively through consistently applied procedures.
- Raise awareness and improve understanding of the lives of people who identify as LGBT2QIA+.
- Strive to eliminate the systemic inequities and barriers for members of the school community whose real or perceived identity is LGBT2QIA+ and demonstrate accountability in leadership so that everyone is treated with fairness and respect.

Leadership and Student Support

1. Principals/vice-principals, teachers, counsellors, and other staff and student leaders should consult with LGBT2QIA+ students and their relevant support groups and take concrete actions to make schools more welcoming, inclusive and safe.
2. School administrators will aim to ensure that professional development and training opportunities are available for staff to develop the awareness, knowledge, skills and attitudes necessary to:
 - a. deliver an LGBT2QIA+ inclusive curriculum (including anti-homophobia and anti-transphobia education);
 - b. identify and address homophobic and transphobic discriminatory attitudes and behaviours; and
 - c. support and advocate for the needs of students whose real or perceived identity is LGBT2QIA+.
3. Schools will appoint at least one staff person to be a Safe Contact who is able to act as a resource person for LGBT2QIA+ students, staff and families. (Note: School principals/vice-principals will act as the Safe Contact if no one voluntarily steps forward.) School principals/vice-principals will inform students and other staff about the location and availability of this contact person.

4. The district Director of Learning will ensure that:
 - a. Counsellors, childcare workers and child and youth care workers are trained to respond competently to the needs of LGBT2QIA+ students as well as to the needs of students with LGBT2QIA+ family members;
 - b. Counsellors and staff are provided with information on support programs or services for students and families.
 - i. Staff will not refer students to programs or services that attempt to change a student's sexual orientation or gender identity.

Student Learning

5. Teaching staff are encouraged to utilize language and educational resources and approaches that are inclusive, developmentally appropriate, and respectful of diverse sexual orientations, gender identities, and gender expressions.
6. Schools are committed to:
 - a. enabling LGBT2QIA+ students and families to see themselves and their lives positively reflected in the curriculum and school environment through the provision of library and other curricular resources;
 - b. creating or acquiring developmentally appropriate, current and relevant learning resources for sexual health education that are LGBT2QIA+ inclusive; and
 - c. providing learning resources in languages and in formats easily accessible to all students (English Language Learners, students with unique needs, etc.) and their families, where possible.
7. All school forms and communications (where applicable) should respectfully reflect the diversity of sexual orientations and gender identities of students, staff and parents/guardians.

Sexual Orientation, Gender Identity, and Gender Expression

To support the safety, health, and educational needs of students whose real or perceived identity is trans, staff shall adhere to the following practices:

8. Consultation: School staff are encouraged to consult with the designated Safe Contact and the Director of Learning, to review best practices for supporting trans students.
9. Confidentiality and Privacy:
 - a. A student's trans status, legal name, or gender assigned at birth may constitute confidential personal information that will be kept confidential unless its disclosure is legally required or unless the student or the student's parent(s)/guardian have given authorization.
 - b. In situations where school staff or principals/vice-principals are required by law to use or to report a trans student's legal name or sex, such as for purposes of data collection, school staff and principals/vice-principals will adopt practices to avoid the inadvertent disclosure of such information.
 - c. Students' rights to discuss and express their gender identity and/or gender expression openly and to decide when, with whom, and how much private information to share will be respected.
10. Names and Pronouns: Trans students will be addressed by the names and pronouns used.
11. Official Records and Student Information: Whenever possible and permitted by law, requests made by a student, or the parent/guardian, to change the student's official record to reflect their name and/or gender identity will be accommodated.

12. Whenever possible, at the request of a student or of a students' parent(s)/guardian, the student's name and/or gender identity will be included on class lists, timetables, student files, identification cards, etc.
13. Unless the student or the student's parent/guardian has specified otherwise, communications between school and home shall use a student's name and the pronoun designated by the student. Staff are encouraged to speak with trans students to confirm name and pronoun to be used when communicating with home.
14. Students have the right to dress in a manner consistent with their gender identity or gender expression. This includes students who may dress in a manner that is not consistent with societal expectations of masculinity/femininity.
15. Schools will reduce or eliminate the practice of segregating students by sex. In situations where students are segregated by sex, trans students will have the option to be included in the group that corresponds to their gender identity.
16. Where possible, students will be permitted to participate in any sex-segregated recreational and competitive athletic activities, in accordance with their gender identity. Due to issues of disclosure and safety, some students may wish to participate in a sex-segregated activity that is not aligned with their gender identity.
17. Trans students shall be provided the same opportunities to participate in physical education as all other students, shall not be asked or required to have physical education outside of the assigned class time, and shall be permitted to participate in any sex-segregated activities in accordance with their gender identity if they so choose.
18. The use of washrooms and change rooms by trans students shall be assessed on a case-by-case basis with the goals of maximizing the student's social integration, ensuring the student's safety and comfort, minimizing stigmatization and providing equal opportunity to participate in physical education classes and sports.
19. Access to washrooms and change rooms that corresponds to the gender identity of a trans student will be considered. Students who desire increased privacy will be provided with a reasonable alternative washroom and/or changing area. Any alternative arrangement will be provided in a way that protects the student's ability to keep their trans status confidential.
 - a. The decision with regard to washroom and change room use shall be made in consultation with the trans student.
 - b. The Board will strive to make available single stall gender-neutral washrooms at all school locations and worksites.
20. Schools will aim to keep trans students at their original school site, unless it is a student's wish to transfer. Should the student wish to transfer, it is not necessary to disclose the student's gender identity and/or gender expression as the reason for transfer.

Resolving Conflict

21. Senior administrative employees shall jointly ensure that all staff know it is their individual and collective responsibility to respond to discriminatory attitude and behaviours.
22. Disputes will be resolved in a manner that involves the trans student and an adult advocate (teacher, service provider, parent/guardian) in the decision-making process to maximize inclusiveness.
23. The District shall consider any violence, threat of violence, or act of aggression, including harassment, discrimination, intimidation and bullying on school premises to be a serious

threat to the school environment and to the safety of both students and staff and shall be dealt with in accordance with the school's code of conduct.

Related Documents:

- VTRA Checklist and Supporting Documents
- Board Policy 220 - Inquiries and Concerns
- Board Policy 310 - Student Conduct and Discipline
- School Code of Conduct
- Provincial Standards for Codes of Conduct Order – Ministerial Order 276/07

Definitions:

Advocate: A person who is supportive and knowledgeable of the LGBT2QIA+ community. They believe in the dignity and respect of all people, and are willing to stand up in that role.

Asexual: A person who is not sexually attracted to any gender or sex. Asexual people may still be romantically attracted to people of a variety of genders and sexualities and have romantic, non-sexual relationships.

Bisexual: A person who is attracted to both women and men not always equally.

Cisgender: A person whose gender identity is the same as the sex assigned at birth. This is the gender identity of majority people.

Cross Dressing: The term refers most often to male who dress in the clothes of women. The term drag usually refers to dressing in the clothing and styles of another gender for entertainment purposes. The term transvestite was historically used however this term is highly offensive.

Gay: A person who is attracted to someone of the same sex and/or gender as themselves. This word can be applied to all genders of relationships, but has primarily been used in reference to men.

Gender: A socially constructed concept of identity based on roles, behaviours, activities, and appearance such as masculine, feminine, androgynous, etc.

Gender expression: The ways a person presents their sense of gender to others (for example, through clothes, hairstyle, mannerisms, etc.).

Gender identity: A person's internal sense of being a man, a woman, genderqueer, non-binary, etc. This is not the same thing as a person's biological sex, and may not be consistent with how they are perceived by others.

Gender nonconforming: A term that often refers to a person who express gender in ways that differs from societal expectations of the sex and gender assigned to them at birth. For the purposes of this policy and accompanying regulations gender nonconforming people are included under the term trans.

Genderqueer: A person who does not subscribe to conventional gender distinctions but identifies with neither, both, or a combination of male and female genders.

Heterosexual: Refers to a man or a woman who is romantically, emotionally or sexually involved with the opposite sex exclusively.

Heterosexism: Refers to the assumption that all people are heterosexual and that heterosexuality is superior and more desirable for all people than any other sexual orientation.

Homophobia: The fear, ignorance and mistreatment of people who are, or are perceived to be, lesbian, gay or bisexual. This often leads to bias, discrimination, hatred, harassment and violation of the human rights of lesbian, gay or bisexual people. Homophobic bullying can also be targeted against any individual, regardless of perceived sexual orientation.

Intersex: Refers to people whose reproductive or sexual anatomy is not easily defined as male or female. There are a variety of ways someone can be intersex, ranging from having ambiguous genitalia to having mixture of XX and XY chromosomes. Intersex individuals have historically been mistreated in North American society (i.e. being forced to have “corrective” genital surgeries as infants). The term Disorders of Sexual Development is being used increasingly amongst medical professionals in reference to intersex conditions, however, this term has not been fully adopted by intersex communities at the time this policy is being written. The word hermaphrodite was historically used to describe intersex individuals, however, this term is considered highly offensive.

Lesbian: A woman who is attracted to other women.

LGBT2QIA+: An acronym that in this case stands for lesbian, gay, bisexual, trans, Two-Spirit, queer, questioning, intersex, and asexual. There is a wide range of other terms often included in this acronym (often referred to by queer communities as “the alphabet soup”) such as asexual, and this acronym tends to vary depending on the source. The plus sign (+) indicates the inclusion of all sexual and gender identities.

Non-binary: A person who does not identify within the male/female binary system.

Pansexual: Person who is attracted to people of all gender identities and sexualities.

Perceived as LGBT2QIA+: Refers to someone who is treated as if they are LGBT2QIA+ even if they do not identify as such.

Pronouns: The words one uses to refer to themselves (e.g. he/him/his; she/her/hers; they/them/theirs; xe, xem, xyr, etc.)

Queer: An umbrella term (often used in place of the LGBT2QIA+ acronym) used to describe individuals who identify as being part of sexual and gender diverse communities (e.g. lesbian, gay, transgender). This term has been reclaimed by the LGBT community and is now used positively.

Questioning: A person who is in the process of questioning their sexual orientation are often in need of support and understanding during this stage of their identity. They are seeking information and guidance in their self-discovery.

Sex: A biological classification based on physical attributes such as sex chromosomes, hormones, internal reproductive structures, and external genitalia. At birth, it is used to identify individuals as male or female. For those whose sex is not easily categorized as male or female see Intersex.

Sexual Orientation/Sexual Identity: Refers to a person's attraction towards a particular gender or sex. Someone may identify as lesbian, gay, bisexual, queer, pansexual, etc. It is important to remember that sexual identity and gender identity are separate.

Trans: (also Trans, Transgender, Transsexual) An abbreviated umbrella term that can be used to describe people whose gender identity and/or gender expression differs from what they were assigned at birth. Some trans people may choose to medically transition by taking hormones, having surgery. Some trans people may choose to socially transition by changing their name, clothing, hair, etc.

Transphobia: Fear, ignorance and mistreatment of people who are, or are perceived to be, trans or gender nonconforming. This often leads to bias, discrimination, hatred, harassment and violation of the human rights of transgender or gender nonconforming people. Transphobic bullying can also be targeted against any individual, regardless of perceived gender expression.

Transition: A term most commonly used to refer to someone transitioning from one gender to another. Transition often consists of a change in style of dress, selection of a new name, and a request that people use the correct pronoun when describing them. Transition may, but does not always, include medical care like hormone therapy, counseling, and/or surgery.

Two-Spirit: An Aboriginal term describing the embodiment of both masculine and feminine spirits. This identity is not limited to gender expression or sexuality, but encompasses them both while incorporating a spiritual element. It is a stand-alone identity, not an Aboriginal term for gay or lesbian.