



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

MINUTES

School Board Office

Date: Tuesday March 7, 2017
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, J. McMurray, J. Trainor, J. Schwartz, P. Schwartz, S. Wearmouth

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA:

Moved by R. Farrell seconded by M. Teindl that the agenda be adopted as presented.

CARRIED

3. ADOPTION OF MINUTES:

Moved by J. Struck, seconded by R. Farrell that the minutes of the Regular Meeting of February 14, 2017 be adopted as presented.

CARRIED

4. PRESENTATIONS

- a) Red Mountain Road Parents – Bus Route Request (J.Schwartz, P.Schwartz, S.Wearmouth)
 - i) 3 parents representing a total of 6 confirmed and 11 possible students for 2017-2018 school year presented
 - ii) request to reinstate bus services to Red Mountain, Enterprise Creek southern end of the Lucerne catchment area given the increase in student population and new families in this area of the district

5. DISPOSITION OF PREVIOUS PRESENTATIONS

Nil

6. FINANCIAL UPDATE:

- a) Financial Report as of February 28, 2017 (report attached)

7. QUESTIONS REGARDING FINANCIAL

Nil

8. REPORTS

a) **Chairperson:**

- i) Report attached

b) **Education Partnership Committee**

No report

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

- i) Southern Zone

No report

- ii) Nakusp Elementary School

- Meeting was February 15, 2017
- Principal reported that the NES website has been updated (<http://nes.sd10.bc.ca/>)
- DPAC Grant Application was discussed, funds request for annual pancake breakfast
- NACFOR Grant Application was submitted and was successful, \$3400 was awarded
- April 19, 2017 the is next scheduled meeting

- iii) Lucerne Elementary-Secondary School

No report

- iv) Nakusp Secondary School

- Report attached

- v) District Parent Advisory Council

No report

- vi) CUPE/Board Liaison

- Report attached

- vii) ALTA/Board Liaison Meeting

- 4 Day Week LOU
- Sign-off on current CA expected soon
- 2017-2018 Winter Break schedule will be changed to align with majority of districts

- viii) Occupational Health and Safety Committee

No report

- ix) Chamber of Commerce
 - Nakusp: AGM on March 1st, 2017 – A full Board was elected.
 - New Denver/Silverton: AGM is Thursday Mar 9, 2015
- x) Strong Start Centres
 - Southern Zone (Burton, Fauquier, Edgewood)
- xi) Arrow Lakes Aboriginal Educational Advisory Council
 - Report attached
- d) Branch / BCSTA / BCPSEA
 - i) Branch: No Report
 - ii) BCSTA: Report attached
 - iii) BCPSEA: No Report
- 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:

- a) Policy Committee Updates and Recommendations:

Moved by Q. De Courcy, seconded by M. Teindl that the Board of Education for School District 10 Arrow Lakes abandon policies:

- 440-Critical Incidents Protocol
- 450-Computers, Internet & MyEdBC Usage and Access
- 642-Capital Plan Preparation
- 649-Evaluating Existing Buildings, Capital Plan Budget and Schedule, and Participation in the Planning of Facilities
- 670-School Bus Videotaping

at the Regular Meeting of the Board of March 7, 2017 as recommended by the Policy Committee.

CARRIED

Moved by R. Farrell, seconded by M. Teindl that the Board of Education for School District 10 Arrow Lakes approve the revisions to policies:

- 421-Evaluation of Exempt Staff
- 430-School Closure
- 641-Disposal of Land or Improvements
- 680-Transportation Assistance

at the Regular Meeting of the Board of March 7, 2017 as presented and as recommended by the Policy Committee.

CARRIED

Moved by J. Struck, seconded by R. Farrell that the Board of Education for School District 10 Arrow Lakes approve new policy 671- Video Surveillance at the Regular Meeting of the Board March 7, 2017 as presented and as recommended by the Policy Committee.

CARRIED

10. NEW BUSINESS:

Nil

11. NEXT MEETING DATES:

- a) Education Partnership Committee Meeting: April 11, 2017 @ 6:00pm
- b) Regular Meeting of the Board: April 11, 2017 @ 7:00pm

12. QUESTIONS FROM PUBLIC:

Vice Chair De Courcy requested an update about the IT Committee and plans to meet this year. The Board agreed to add IT Committee Update on the April Regular Meeting Agenda.

13. ADJOURNMENT:

Q. De Courcy adjourned the meeting at 7:52 pm

L. Brekke
Chairperson

T. Taylor
Superintendent/Secretary-Treasurer



**Board Meeting
March 7 2017**

Presented by: Susan Brenna-Smith, Director of Finance

1. a) 2016-2017 Operating Budget Review - February 28, 2017

2016/17 Amended Budget Operating Expense	\$ 7,541,589
2016/17 Amended Budget Capital Purchases	<u>57,000</u>
Total 2016/17 Amended Budget Costs	<u>\$ 7,598,589</u>

b) Operating Budget Status (SDS Report #107)

Target: 38% remaining

Actual: 42% remaining

See Page 3 (February 2017) and Page 4 (February 2016)

2. Operating Surplus (Un-appropriated)

Available for appropriation by the Board	<u>\$ 644,273</u>
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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>(120,646)</u>
Available AFG Capital Grant Funds	<u>\$ 104,321</u>

c) School Enhancement Program Grant (Bylaw)

FEBRUARY 28 2017	Lighting Upgrade - NES, BO, Shop	Re-Roofing NES & NSS	Heating/Ventilation BAS & NES	Total
Routine Capital 2015-16 Grant Carryforward	\$ 70,962	\$ -	-	\$ 70,962
Routine Capital 2016-17 Grant	-	259,284	286,584	545,868
Expended to date 2016-17	70,962	259,284	103,974	434,220
Available Routine Capital Funds	\$ -	\$ -	\$ 182,610	\$ 182,610

d) Capital Reserve Balances

Shareable Capital - SS (Capital Reserve)

- Ministry restricted capital reserve balance is \$ 272,367.

Non-Shareable Capital - NSC (Local Capital Reserve)

- Board restricted internal capital reserve is \$ 82,490.

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

Incidences: Pages 5 & 6 indicate that July 2016 to February 2017 absences relating to sick, medical and dental reasons are reasonable as compared to the previous 5 years.

Budget Implications: 50% Replacement Budget remaining
\$102,290 spent on a \$204,794 Budget

5. Government & Other Reports Filed

2016/17 Amended Annual Budget (MOE & website)
1701s (snapshot date February 10 2017)

Fund : 0 General Operating

O	TITLE	FEB	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	335,713.83	2,165,343.21		3,638,244	1,472,901	40
2	Emp. Benefits/Allowances	82,391.61	518,122.09		908,991	390,869	43
3	Services	17,509.77	172,389.63		363,264	190,874	53
4	Services	11.95	12,382.75		39,900	27,517	69
5	Supplies And Materials	3,799.54	84,108.30	64.94	195,626	111,453	57
TOTAL FOR Function - 1		439,402.80	2,952,345.98	64.94	5,146,025	2,193,614	43
Function : 4 District Administration							
1	Salaries	35,593.17	282,368.83		433,152	150,783	35
2	Emp. Benefits/Allowances	8,032.71	60,669.60		99,198	38,528	39
3	Services	2,410.57	97,430.27		249,301	151,871	61
4	Services	5,311.76	35,913.68		57,750	21,836	38
5	Supplies And Materials	431.48	21,094.74		36,533	15,438	42
TOTAL FOR Function - 4		51,779.69	497,477.12	0.00	875,934	378,457	43
Function : 5 Operations & Maintenance							
1	Salaries	37,879.46	348,058.48		540,700	192,642	36
2	Emp. Benefits/Allowances	9,302.91	87,289.78		129,888	42,598	33
3	Services	15.48	4,883.94		35,030	30,146	86
4	Services	1,630.58	23,973.77		58,400	34,426	59
5	Supplies And Materials	22,601.80	253,767.93	4,700.00	449,260	190,792	42
TOTAL FOR Function - 5		71,430.23	717,973.90	4,700.00	1,213,278	490,604	40
Function : 7 Transportation & Housing							
1	Salaries	19,012.32	124,878.04		190,345	65,467	34
2	Emp. Benefits/Allowances	4,549.69	30,799.69		46,176	15,376	33
3	Services	495.89	18,801.91		38,331	19,529	51
4	Services		700.00		1,000	300	30
5	Supplies And Materials	8,522.13	35,464.44		87,500	52,036	59
TOTAL FOR Function - 7		32,580.03	210,644.08	0.00	363,352	152,708	42
TOTAL FOR Fund - 0		595,192.75	4,378,441.08	4,764.94	7,598,589	3,215,383	42
GRAND TOTAL		595,192.75	4,378,441.08	4,764.94	7,598,589	3,215,383	42

Current Year:

TARGETS:

10-month expenses (Functions 1 & 7)

40% remaining

12-month expenses (Functions 4 & 5)

33% remaining

Overall Target

38% remaining

Fund : 0 General Operating

O	TITLE	FEB	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	103,501.04	2,091,909.21		4,036,269	1,944,360	48
2	Emp. Benefits/Allowances	29,416.11	540,834.48		1,044,429	503,595	48
3	Services	19,961.33	158,374.73	249.48	340,837	182,213	53
4	Services	4,977.58	25,347.45		46,054	20,707	45
5	Supplies And Materials	16,310.79	102,056.99	1,791.46	327,147	223,299	68
TOTAL FOR Function - 1		174,166.85	2,918,522.86	2,040.94	5,794,736	2,874,172	50
Function : 4 District Administration							
1	Salaries	27,414.04	244,190.38		381,916	137,726	36
2	Emp. Benefits/Allowances	7,459.04	58,206.97		90,646	32,439	36
3	Services	8,227.79	126,094.67		249,350	123,255	49
4	Services	3,691.07	38,682.01		67,511	28,829	43
5	Supplies And Materials	7,943.54	25,638.20	541.07	26,450	271	1
TOTAL FOR Function - 4		54,735.48	492,812.23	541.07	815,873	322,520	40
Function : 5 Operations & Maintenance							
1	Salaries	39,283.39	373,663.67		534,925	161,261	30
2	Emp. Benefits/Allowances	10,374.86	92,784.24		131,084	38,300	29
3	Services	861.37	13,527.57		15,100	1,572	10
4	Services	3,405.75	54,652.81		60,394	5,741	10
5	Supplies And Materials	43,099.00	285,163.43	5,897.53	442,899	151,838	34
TOTAL FOR Function - 5		97,024.37	819,791.72	5,897.53	1,184,402	358,713	30
Function : 7 Transportation & Housing							
1	Salaries	15,895.90	112,673.46		168,717	56,044	33
2	Emp. Benefits/Allowances	3,998.86	27,539.02		41,644	14,105	34
3	Services	4,547.16	20,022.47		32,886	12,864	39
4	Services		904.67		1,000	95	10
5	Supplies And Materials	6,875.60	58,829.51		90,655	31,825	35
TOTAL FOR Function - 7		31,317.52	219,969.13	0.00	334,902	114,933	34
TOTAL FOR Fund - 0		357,244.22	4,451,095.94	8,479.54	8,129,913	3,670,338	45
GRAND TOTAL		357,244.22	4,451,095.94	8,479.54	8,129,913	3,670,338	45

Previous Year:

TARGETS:

10-month expenses (Functions 1 & 7)

12-month expenses (Functions 4 & 5)

Overall Target

40% remaining

33% remaining

38% remaining

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

	<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 Per Employee</u>	<u>Employee Head Count</u>
<u>2016-2017</u>															
AO	0.00	0.00	0.00	1.00	7.40	5.00	6.40	6.00					25.80	4.30	6
Exempt	3.00	2.00	3.00	0.00	5.00	3.00	5.00	0.90					21.90	3.65	6
Support Staff: Clerical/Lib Clk	0.00	0.00	2.21	5.29	10.36	4.36	4.86	4.93					32.01	5.34	6
Support Staff: Custodial	5.00	3.00	9.99	4.75	18.07	4.81	9.45	6.83					61.90	8.84	7
Support Staff: EA/PrA/SSC	0.00	0.00	11.29	11.54	18.45	16.91	40.20	20.88					119.27	6.63	18
Support Staff: Maintenance	0.00	0.00	0.00	1.44	1.75	0.00	1.00	1.00					5.19	2.60	2
Support Staff: Transportation	0.00	0.00	0.50	1.00	3.75	1.50	1.13	0.50					8.38	1.68	5
Teachers	0.00	0.00	10.38	24.40	38.06	17.40	36.82	31.20					158.26	4.40	36
TOTAL	8.00	5.00	37.37	49.42	102.84	52.98	104.86	72.24	0.00	0.00	0.00	0.00	432.71		86

	<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 Per Employee</u>	<u>Employee Head Count</u>
<u>2015-2016</u>															
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

	<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 Per Employee</u>	<u>Employee Head Count</u>
<u>2014-2015</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

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

<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 Per Employee</u>	<u>Employee Head 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

<u>2012-2013</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 Per Employee</u>	<u>Employee Head Count</u>
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

<u>2011-2012</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 Per Employee</u>	<u>Employee Head Count</u>
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 – March 7, 2017

I am planning to attend the Ministry meeting on Rural Education this Friday, March 10 in Revelstoke, along with Trustee Rhonda Farrell.

Budget preparations are well underway, with meetings at each school with parents and staff.

We have held 2 of the 3 Finance Committee meetings. The Board is hoping to have the Budget passed by the end of April so that schools can prepare for the 2017-18 school year.

Policy work is continuing with 2 more meetings planned – our next meeting will be tomorrow, March 8.

The BC School Trustee Association will be holding their AGM April 20-23, with our Board being represented.

The Canadian School Board Association will be holding their AGM this year in Whistler at the beginning of July. Seeing as it is so close, I am wondering if any of the trustees is interested in attending, and if the Board is willing to send trustee. I am interested in attending – it is a great opportunity for pro-d and networking opportunities.

Correspondence:

- the Board received a letter of appreciation from the Ministry of Education for our Superintendent Terry Taylor being a member of the Learning Advisory Board

- we have received updates from the Ministry of Education

- received a copy of a letter from BCSTA president to BC Premier encouraging continued and coordinated support for refugee students

- have received copies of letter sent from Boards of Education to the Ministry of Education and to the Government of BC

- received letter from Deputy Minister Dave Byng on Substance Use and Prevention/Intervention in Schools

BCSTA – PROVINCIAL

- I attended the Provincial Council meeting February 17 and 18

- the Election Committee did presentations on how to be involved in the upcoming Provincial Election and to keep Public Education at the forefront of the election

 - PUBLIC EDUCATION IS THE KEY

- several motions were passed and I will forward the Synopsis on to fellow trustees

CUPE Board Liaison

- met March 7

- reviewed 2017-2018 school calendar

DPAC –meet again on March 9

March 7th Regular Meeting

Report Submitted by: Trustee M. Teindl

NSS PAC – Met on February 27th. SR. Girls Basketball off to provincials on March 8th in Duncan Lake. Ski team just back from Provincials in Whistler. Outdoor Ed was at Abbotsford trade show March 3 – 5th. Timetable meeting with Parents happened on February 23rd, it was an open house format. 1st set of course survey is hopefully to be out by March 10th. Course selection to be started hopefully the first week of April. Review of DPAC/PAC District Protocol. Parents feel that they would like contact BCCPAC to consult, and then contact director of learning to discuss further. Next meeting March 27th at 5:15.

Aboriginal Education – Met on February 20th. Reports from the teachers of activities taking place in their schools and in their classes. Heard from our Partner groups. Discussed Aboriginal day. We have decided to hold the event on Tuesday June 20th. This is to help with guests etc. as well as encourage more senior students to be involved. Next Sub Committee meeting will be held on April 3 @4:40. Next Regular meeting will be on April 25th @ 4:30.

Nakusp Chambers – AGM held on March 1. A full board is currently being held.

StrongStart Report

Southern Zone: Burton, Fauquier, Edgewood

I am happy to report on the 3 Southern Zone StrongStart sites. We have 20 children registered between the 3 sites. There is a baby on the way in Burton and Fauquier!

Tuesday is the busy group in Burton, often more than 10 participants. Some families drive from Edgewood and Fauquier to participate. The facility is so lovely and a consistent attendance is inviting for those looking for fellowship. There is a family of 3 preschool children, 1 enrolled in our district homeschool program, that attend regularly and count on the resources and expertise to help with the education.

Wednesday is in Edgewood. Since the schedule change it seems the families are making more of an effort to attend, providing a satisfying group for community building. Our 1/2 day EES kindergarten student attends regularly as this partnership has made for a fabulous transition. Visiting the school library, having gym time and accessing the lovely outdoor playground makes this site special.

Thursday is a young consistent group in Fauquier. We access the Reading Center and adjust the classroom for some gross motor time. There is a real support system built with these families. With the new schedule we have regular outside time and plan to access the community computers.

It's important to know that these Outreach Centers are community hubs for families. There is often more than one adult that attends with a child, enjoying the comradery. The groups become support systems for one another outside the program. I process such an array of questions and requests as there are not community service offices, Chamber of Commerce, info centers or substantial organizations to help with new families or challenges of rural parenting.

I really enjoy my job and feel blessed to work with such a precious, delicate stage of developing families.

Carpe Diem,

Jodi McLean
Early Childhood Educator
Family Resource Practitioner
Mom soon to have empty nest....



World Class Learning in a Rural Environment

March 7, 2017

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

My Education BC: Student Enrollment Numbers														
As of:	Feb 6-17													
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	2	3	3	2	3	0	2	4	2	2	9	37
EES	1	1	1	1	8	3	4	3						22
LESS	9	3	12	6	10	10	5	5	8	7	5	0	6	86
NES	15	22	20	18	25	23	17	32						172
NSS									29	30	21	25	38	143
TOTAL Per Grade	28	28	35	28	46	38	29	40	39	41	28	27	53	
District Total														460

1. Enrollment notes – Up 12 students overall since September 30th count of 446

- Five refugee children have now arrived and registered at Lucerne, in addition to a new student from the Netherlands! Welcome our new students from Africa and Europe to SD 10!

2. February 24th Pro-D day Update

- Education Assistants enjoyed a valuable day of learning with our Occupational Therapist, Laura Munoz on Sensory Motor training
- A number of teachers and principals/vice principals attended First Aid training at Selkirk College, while other teachers went out of district to regional Pro-D events

3. Rural Engagement - Feb 24 Revelstoke and March 10 Trail – 6 pm to 8 pm

- Trustee Judy Struck and Superintendent Taylor attended the February 24th Rural Engagement session in Trail, along with about 35 people from SD 8 and 20
- Assistant Deputy Minister, George Farkas from the Ministry of Education, and Linda Larson, MLA and Parliamentary Secretary for Rural Education hosted the session and listened closely to feedback from the participants
- Challenges and successes in rural education were shared in the 2 hour session with perspectives from rural and remote schools and districts
- Consider attending the Revelstoke session on Friday, March 10th if you are able
- All members of the school community – staff, parents, trustees and community are invited to attend <http://engage.gov.bc.ca/ruraleducation/regional-open-houses/>

4. Student Learning Grant Funding

5. The Ministry of Education has recently announced that an additional \$27,400,000 will be provided to districts across the province for the purchase of learning resources to assist with these needs
 - Eligible categories of resources/supplies include instructional supplies (e.g. electronic learning resources, textbooks, other classroom supplies serving an educational purpose), athletic equipment, and learning resources to assist non-enrolling teachers (i.e. career preparation materials)
 - As the funds are to be allocated at \$50 per September 30th student FTE, we anticipate receiving about \$22,300 in March 2017

6. Wow! Yet another NSS team makes it to Provincials!

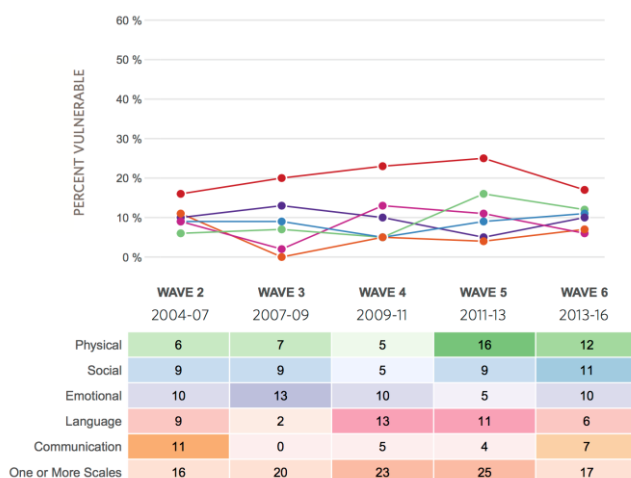
- The Senior Girls Basketball team won the Zone Tournament held the weekend of February 25/26th in Nakusp, and are heading to Duncan this week with a berth in the Single A Provincial Championships
- The Provincial tournament takes place March 8th-11th – congratulations to the girls and their coaches!
- Our Senior Girls win, makes this the third NSS team to make it to provincials this school year – clearly NSS' strong reputation for excellence in athletics carries on! Bravo!

7. Strong Start Coordinator Meeting – Feb 23rd

- Our three Strong Start Coordinators, NES Principal, EES Vice-Principal, Director of Learning and Superintendent met as a team on February 23rd to share successes and challenges in our early learning programs as well as examine early learning pedagogy
- Our Strong Starts are vibrant hubs of early learning, and we are grateful for the expertise of our three early learning educators: Nancy Bone, NES StrongStart, Jodi McLean, EES, Burton and Fauquier StrongStarts, and Charlene Alexander, Lucerne StrongStart
- The most current EDI (Early Development Indicator) research from UBC was also discussed, which indicates that in Wave 6 (last year's Kindergarten students) the district has seen a decrease in student vulnerability on two or more scales from previous years. In 2016 (Wave 6), 17% of children demonstrated vulnerabilities in one or more areas. This is the lowest we have seen in the district since Wave 2 – 2004-2007.
- Although the small cohort sizes with any of our data give caution to interpreting single year results, our early learning educators remain committed to successfully reducing vulnerability and increasing readiness of our children for school. Bravo, Team Early Learning! Strong Starts do make a difference for children and families!

http://earlylearning.ubc.ca/media/edi_w6_communityprofiles/edi_w6_communityprofile_sd_10.pdf

Figure 4. Arrow Lakes EDI trends from Wave 2 to 6



8. Educational Transformation Committee Update

- Our team of teachers, secondary students, Education Assistants, trustee, and school and district leaders met for the 2nd time this year in our Educational Transformation Committee, taking a focus on assessment of the six “core competencies” in the redesigned curriculum
- Excellent ideas on bringing students and parents further into the conversation around communicating student learning were shared and all committee members will share information and bring feedback back to the Committee’s final meeting of the year in May
- Planning for next year’s Curriculum Support Day will also be done by the team

9. Youth Trades Capital Equipment Grant

- The Ministry of Education has advised the district that funding will be awarded to SD10 for our YTC Grant submission. Further details regarding the exact amount will be available at a later date. Funds received from this grant will go to support the purchase of school woodwork, metalwork and automotive shops and foods lab equipment at NSS and Lucerne.
- This additional capital infrastructure will be very welcome as our trades’ equipment is decades old. The new funding will significantly strengthen our youth trades programs!

10. Budget Planning Process for 2017-18

- Our budget consultation process has thus far included consultation at four district schools, with meetings for both parents and staff, a meeting with the Principals and vice-principal, and two of the three Finance Committee meetings
- The Director of Finance and Superintendent/Secretary-Treasurer have developed two budget scenarios for the Finance Committee’s consideration: a status quo budget, and a budget with some reductions informed by the budget consultation process and other information

- Finance Committee meeting #3 is scheduled for April 11th, with the Budget By-law scheduled to be passed on May 2, 2017 at a Special Regular Meeting of the Board of Education

11. Restored ALTA Collective Agreement Language

- The provincial parties (BCTF and the government) have now reached a tentative settlement on how the Supreme Court Decision restoring class size and composition language from the 2002 Collective Agreements across the province will be implemented.
- The district's non-enrolling ratios for school counsellors and learning resource teachers are well above 2002 ratios (more than double the ratios in both cases). We also have a number of new non-enrolling teacher categories including Aboriginal Education Support teachers and Classroom Support teachers as well as a new ELL teacher.
- However, we will be required to post for a .86 FTE Teacher Librarian for the district, as we no longer have this non-enrolling position in the district. This requirement will have impacts on staffing.
- In addition, we will be required to restore, or attempt to restore given funding provided, and examining all options, class sizes to those limits identified in a 1994 Board Policy 4010 as follows:

	Straight	Split	Multi-grade
Primary	21.5	18.5	15.5
Intermediate	23.5	20.5	17.5
Secondary	21.5		14.5

- Preliminary work by our school and district Leadership team, indicates that it will be very difficult indeed to restore the 2002 class sizes unless significant funding is received.
- Despite our low class sizes across the district (1: 12.15 at NSS; 1: 6 at Lucerne Secondary; 1:13.88 at Lucerne Elementary; 1:13.77 at NES; 1:10.47 at EES), there are 12 classes this year that are above the 2002 class size limits. This is mainly results because in the years since 2002, district enrolment has declined by over 50% and as a result, many classes throughout the district are now split or multi-grade classrooms.
- Our 2017-18 budget is announced on March 15th. At that point, we will have greater clarity on the impact of the restored language and what funding we will have to deal with to attempt to implement restored language.

12. 42 SD 10 students registered for regional RoboGames Tournament!

- Building on our success at the last two years' Robo Games, student and teacher interest in robotics continues to thrive

- This year, students from four of our district schools will compete in this coding, electronics and hands-on learning competition at Selkirk College in Castlegar, on April 29th
- Student enrollment is strong: NSS – 6; NES – 8; EES – 7; LESS – 22 (8 secondary and 14 elementary)
- Thanks to the many teacher sponsors who are helping our students have fun and learn about this important set of 21st century skills – teamwork, technology and tools come together integrating math, science, applied skills and design technology and the core competencies
- Sponsored by Selkirk College and GLOWS (Growing Learning Opportunities With Science), this marks the 6th RoboGames competition with teams aged 6-10 years old, 11-14 years old, and 14-18 years old as well as the hotly pursued All Ages Innovation category
- Costs of registration, travel, and robotics kits will be covered by our Shoulder Tapper Skills training grant from the Ministry of Education



SCHOOL DISTRICT NO.10 (ARROW LAKES) POLICY MANUAL

421 – Evaluation of Exempt Staff

1.0 General

- 1.1 The Superintendent/Secretary-Treasurer shall implement an annual evaluation process for all exempt staff.
- 1.2 Evaluations will be centered upon the expectations outlined in an employee's Job Description and their Professional Growth Plan. Discussions between the Superintendent and/or designate and the employee will focus on past and current performance, professional growth, and goal-setting.
- 1.3 Elements of the evaluation shall include:
 - 1.3.1 Clear criteria, process, and goals at the beginning of the evaluation cycle
 - 1.3.2 Clarity regarding how performance will be assessed.
 - 1.3.3 Regular discussions between the Superintendent and/or designate and the employee.

SCHOOL DISTRICT 10 ARROW LAKES POLICY MANUAL

430 – School Closure and Reconfiguration

1.0 General

- 1.1 The Board of Education has a responsibility to provide school facilities that promote efficacy of educational programs, operational efficiency, and health and safety of the occupants. Consistent with the intent of this responsibility, the Board may consider consolidation or closure of schools, in accordance with the School Act.
- 1.2 The Board may exercise its authority to close a school for reasons which include:
 - 1.2.1 declining student enrollment such that the school is no longer economically or operationally viable;
 - 1.2.2 restructuring of educational programs or consolidation of operations and relocation of students to other schools in the school district which results in the school being deemed surplus to the district's educational needs;
 - 1.2.3 the school is being replaced with a newly constructed school.
- 1.3 The permanent closure or reconfiguration of schools is a significant issue of public interest, and therefore, the Board will follow a process that provides adequate time and opportunity to consult with those who will be affected prior to any decision being made.

2.0 Processes

- 2.1 The reconfiguration or closure of schools will first be raised at a regular public meeting of the Board.
- 2.2 A process of public consultation will be undertaken to provide an opportunity for those who could be affected by a proposed reconfiguration or closure to participate in the process. Such participation should include, but not be limited to, trustees, parents, students, community members, district staff and school staff.
- 2.3 The process of consultation for school closure shall require at least 60 days commencing from the time when the Board provides public notice as to which school is being considered for closure.
- 2.4 The Board will give fair consideration to public input prior to making a final decision on any proposed closure of a school.
- 2.5 The Board should make available at public meetings, a full disclosure of all facts and information considered by the Board with respect to any proposed school

- reconfiguration or closure, including the following information as relevant to the process:
- 2.5.1 which specific school is being considered;
 - 2.5.2 proposed effective date of the reconfiguration or closure;
 - 2.5.3 reasons for the proposed reconfiguration or closure;
 - 2.5.4 how the proposed reconfiguration or closure might affect the current catchment area for each school;
 - 2.5.5 any specific implications for the district of a proposed reconfiguration or closure;
 - 2.5.6 the number of students who would be affected at both the closed or reconfigured school and surrounding schools;
 - 2.5.7 five (5) year enrollment projections;
 - 2.5.8 education program/course implications for the affected students;
 - 2.5.9 financial and transportation considerations;
 - 2.5.10 impact on the Board's five year capital plan; and
 - 2.5.11 any anticipated use of the closed school including potential lease or sale.
- 2.6 The Board shall provide an adequate opportunity for affected persons to submit a written response to any proposed school reconfiguration or closure. Information and directions on how to submit a written response to the Board shall be articulated and should advise potential correspondents that their written response may be referred to at subsequent public forums, unless the correspondent specifically states in the written response that the correspondent wishes his or her name and address to remain confidential.
- 2.7 The Board shall hold a number of public meetings to ensure adequate opportunity for public input. At least one (1) public meeting shall be held in the community of the school designated for closure.
- 2.8 The Board will maintain records of all consultation, including: agendas, notes taken at the meetings, dates of consultations, working group and public community consultation meetings, copies of information provided at these meetings, names of trustees and district staff who attended these meetings, a record of written input, a record of questions asked and responses given.
- 2.9 The Board will make its decision in a public Board meeting.
- 2.10 The Board will ensure that a school closure or reconfiguration transition plan is developed and implemented and that parents, staff, students and the community are involved in the process, as appropriate.

SCHOOL DISTRICT NO.10 (ARROW LAKES) POLICY MANUAL

641 – Disposal of Land or Improvements

1.0 General

- 1.1 The Board recognizes that school facilities may become surplus to the Board's needs, and eligible for disposal.
- 1.2 In order to reduce operating costs and gain efficiencies, the Board will consider the sale or lease of its surplus properties provided that they will not be required for future educational and/or operational purposes.
- 1.3 The method of disposition of surplus properties will be through a public process; this may include:
 - 1.3.1 public advertising (newspapers and District website);
 - 1.3.2 public tender;
 - 1.3.3 public auction;
 - 1.3.4 request for proposals; and
 - 1.3.5 listing with real estate agencies.
- 1.4 The Board will apply the following criteria regarding disposals:
 - 1.4.1 The decision to sell or lease the property is consistent with Ministry policy and regulations.
 - 1.4.2 There is a supportable business case for selling the property that articulates highest and best use.
 - 1.4.3 Any dispositions will be at fair market value. Fair market value means the amount, price, consideration or rent that would be obtained by the Board in an arm's length transaction in the open market between willing parties acting in good faith.
 - 1.4.4 That considerations regarding market value, and highest and best use could be superseded if:
 - 1.4.4.1. The property could generate ongoing funding for the district through an educational partnership, or the property could generate ongoing funding, savings, or provide shared services to the district through partnership with other public bodies.
 - 1.4.4.2 The property has a history of a community relationship and past-use with a committed organization in the community.
 - 1.4.4.3 The property is the only public facility in the community that is suitable for community use.
 - 1.4.4.4 The planned use of the property would have significant positive effect on a large number of the citizens that could not be gained in other ways.

2.0 Procedures

- 2.1 Prior to requesting Ministerial approval for the disposal of surplus property, the Board will:

- 2.1.1 Engage in broad consultation regarding disposal and alternatives for local and community use.
- 2.1.3 Engage two independent Property Appraisals by licensed property appraisers.
- 2.1.4 Secure statements of environmental issues relating to the property.

SCHOOL DISTRICT NO.10 (ARROW LAKES) POLICY MANUAL

680 – Transportation Assistance

1.0 General

- 1.1 The Board will assist in the payment of transportation for students who live in School District No. 10 (Arrow Lakes) and who are further than 4 kilometres for Kindergarten to grade 3 students, and 4.8 kilometres for grade 4-12 students from a school bus route.
- 1.2 "Transportation" means daily transportation from the student's home to the appropriate school or nearest bus stop as per district approved daily bus routes.
- 1.3 Transition days to full-day Kindergarten in early September are covered under this policy.

2.0 Regulations

- 2.1 It is the intention of this policy to provide assistance to the cost of transportation, and not to pay the total cost of transportation.
- 2.2 In order to qualify for assistance each year, the student's parents must make application to the Secretary-Treasurer on the Transportation Assistance form.
- 2.3 The continued payment of the Transportation Assistance is dependent upon the student's regular attendance at school and satisfactory performance. Irregular attendance by the student or unsatisfactory performance may result in a discontinuation of payment.
- 2.4 Transportation Assistance rates shall be as approved by the Board of School Trustees. The reimbursement for Transportation Assistance will be for kilometres from home to the nearest school or bus stop, minus 4.0 kilometres for a kindergarten to grade 3 student, and 4.8 kilometres for a grade 4 to 12 student.
- 2.5 Full responsibility for safe transportation and insurance coverage rests with the vehicle owner.

SCHOOL DISTRICT NO.10 (ARROW LAKES) POLICY MANUAL

671 – Video Surveillance

1.0 General

- 1.1 The Board of Education recognizes that controlled video surveillance can contribute to the safety of students, employees and others on district premises and can be a valuable tool to deter destructive acts, theft and/or other criminal activities.
- 1.2 The Board recognizes its obligations to protect the privacy rights of individuals and that these rights must be balanced and respected as part of a video surveillance process.
- 1.3 It is the purview of the Board that video surveillance as a means of enhancing safety and/or enacting deterrence is implemented only after all other efforts to correct or address a pertinent situation or circumstance have been exhausted, and in accordance with the School Act and FOIPPA.