



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

MINUTES

School Board Office

Date: Tuesday February 13, 2018
7:00 pm

PRESENT

TRUSTEES: L. Brekke, Q. De Courcy, J. Struck

STAFF: T. Taylor, M. Grenier, L. Newman, S. Woolf

OTHERS: J. McMurray, D. Grudzinski, I. Bergeron, R. Bardati, J. Boivin

1. CALL TO ORDER:

L. Brekke called the meeting to order at 7:06 pm.

2. ADOPTION OF AGENDA:

Moved by J. Struck, seconded by Q. De Courcy, that the agenda be adopted as amended.

The Board agreed to move the item under 10. New Business, a) Burton Elementary School, to the top of the agenda as the first item of business.

CARRIED

3. ADOPTION OF MINUTES:

Moved by Q. De Courcy, seconded by J. Struck, that the minutes of the Regular Meeting of January 16, 2018, be adopted as presented.

CARRIED

10. NEW BUSINESS

a) Burton Elementary School

Moved by Q. De Courcy, seconded by J. Struck, that the Board of Education for School District 10 (Arrow Lakes), approve the reopening of Burton Elementary School for the 2018-2019 school year.

CARRIED

4. PRESENTATIONS

Nil

5. DISPOSITION OF PREVIOUS PRESENTATIONS

Nil

6. FINANCIAL UPDATE: (Shelly Woolf)

- a) January 31, 2018, Financial Report (report attached)
- b) Amended Annual Budget Bylaw

Moved by J. Struck, seconded by Q. De Courcy, that the Board of Education for School District 10 (Arrow Lakes), adopt the Amended Annual Budget Bylaw for the fiscal year 2017/2018 pursuant to section 113 of the School Act, R.S.B.C., 1996., 1996, c.412 as amended from time to time, in the amount of \$8,616,414, and that the Amended Annual Budget Bylaw be given all three readings at the Regular meeting of February 13, 2018.

CARRIED

Moved by Q. De Courcy, seconded by J. Struck, that the Board of Education approve first reading of the Amended Annual Budget Bylaw for 2017/2018 in the amount of \$8,616,414.

CARRIED

Moved by J. Struck, seconded by Q. De Courcy, that the Board of Education approve second reading of the Amended Annual Budget Bylaw for 2017/2018 in the amount of \$8,616,414.

CARRIED

Moved by Q. De Courcy, seconded by J. Struck, that the Board of Education approve third and final reading of the Amended Annual Budget Bylaw for 2017/2018 in the amount of \$8,616,414.

CARRIED

7. QUESTIONS REGARDING FINANCIAL

Nil

8. REPORTS

- a) **Chairperson:**
 - Report attached
- b) **Education Partnership Committee**
No report
- c) **Parent Advisory Council / Trustee Liaison Reports:**
 - i) Southern Zone
No report
 - ii) Nakusp Elementary School

- No report
- iii) Lucerne Elementary-Secondary School
No report
 - iv) Nakusp Secondary School
No report
 - v) District Parent Advisory Council
No report
 - vi) CUPE/Board Liaison
 - February 23, 2018 Professional Learning Day discussed
 - Draft MOU with Selkirk College
 - Discussion re: BES
 - 3-Year DRAFT School Calendar
 - vii) ALTA/Board Liaison Meeting
 - Professional Development Day Feb 23, 2018– Regional Day
 - SD10 offering – Building Speech and Language Capacity
 - Selkirk College Suicide Awareness – safeTALK
 - Professional Growth Framework is ready to be piloted
 - 3 Year DRAFT Calendar
 - viii) Occupational Health and Safety Committee
 - Report attached
 - ix) Chamber of Commerce
 - Nakusp: No report
 - New Denver/Silverton: No report
 - x) Strong Start Centres
 - Report attached
 - xi) Arrow Lakes Aboriginal Educational Advisory Council
No report
- d) Branch / BCSTA / BCPSEA
- i) Branch: Report attached
 - ii) BCSTA: Discussion had regarding SD10 Board feedback re: Provincial Council Motions in anticipation of the February Provincial Council Meetings.
 - iii) BCPSEA: Report attached

- e) Superintendent/Secretary-Treasurer: (T. Taylor)
The Superintendent/Secretary-Treasurer Report was presented at the Education Partnership Committee Meeting. A copy of this report will be included as part of the Regular Meeting Minutes.

9. OLD BUSINESS:

- a) Policy 622 - Accumulated Operating Surplus Policy

Notice of Motion: That the Board of Education for School District 10 (Arrow Lakes) adopt Policy 622-Accumulated Operating Surplus Policy at the March Regular Meeting of the Board.

10. NEW BUSINESS:

- b) 2018 Elections: Chief Officer and Deputy Chief Officer

Moved by J. Struck, seconded by Q. De Courcy, that the Board of Education for School District 10 (Arrow Lakes) contract Rhonda Bouillet to conduct the 2018 Board Elections.

CARRIED

Moved by Q. De Courcy, seconded by J. Struck, that the Board of Education for School District 10 (Arrow Lakes) authorize Rhonda Bouillet to engage a Deputy Chief Elections Officer for the 2018 Board Elections.

CARRIED

11. NEXT MEETING DATES:

- a) Education Partnership Committee Meeting: March 6, 2018 6:00pm
- b) Regular Meeting of the Board: March 6, 2018 7:00pm

12. QUESTIONS FROM PUBLIC:

- a) DRAFT MOU with Selkirk College

Director of Learning, Lorna Newman shared a high level summary of the intent of the LOU.

Collaborative effort between SD10 and Selkirk College pertaining to Education Assistant (EA) training and Early Childhood Education (ECE) training in rural communities, based on a blended learning system (online delivery and in person).

- b) Board Elections

The upcoming October election is a General Election which includes all seats on the Board.

13. ADJOURNMENT:

J. Struck adjourned the meeting at 7:54

L. Brekke
Chairperson

T. Taylor
Superintendent/Secretary-Treasurer



**Regular Board Meeting
February 13, 2018**

Presented by: Shelly Woolf, Assistant Secretary Treasurer

1. a) 2017-2018 Operating Budget Review - Refer to Amended Budget Bylaw

b) Operating Budget Status - Budget \$ remaining

Target: 48%

Actual: 48%

See Page 3 (January 2018) and Page 4 (January 2017)

2. Operating Surplus - \$1,559,621 – the operating surplus has been updated to include both restricted and unrestricted balances to align with the Draft Surplus Policy.

Unrestricted - \$562,018

Restricted - \$997,603

3. 2017-2018 AFG Budget and Other Capital Funds

a) AFG (Annual Facilities Grant) – Operating Grant

AFG 2017-18 Operating Grant	\$ 62,454
Withheld by MOE for Capital Asset Management System	(5,316)
Expended to date 2017-18	<u>(57,138)</u>
Available AFG Operating Grant Funds	<u>\$ -</u>

b) AFG – Capital Grant (Bylaw)

AFG 2017-18 Capital Grant	\$ 231,256
Expended to date 2017-18	<u>(184,893)</u>
Available AFG Capital Grant Funds	<u>\$ 46,363</u>

c) School Enhancement Program Grant (Bylaw) – Minimal change from December, 2017.

January 31, 2018		NSS Roof	Emergency Lighting	NES Solar	Total
Routine Capital Grant	2017-2018	\$ 176,205	\$ 100,952	\$ 220,543	\$ 497,700
Deduct: PY Over spend	2016-2017	(4,676)	-	-	(4,676)
Routine Capital Grant Available		171,529	100,952	220,543	493,024
Spent to January 31, 2018		(137,696)	(59,924)	(3,244)	(200,864)
Budget Remaining		\$ 33,833	\$ 41,028	\$ 217,299	\$ 292,160

d) Capital Reserve Balances - The Shareable Capital Reserve was updated to include the Ministry approved transfer of \$95,000 to fund the LESS Foods Room Upgrade project equal to the amount spent on the project of \$75,000.

Shareable Capital - SS (Capital Reserve) – updated	\$ 277,858
• Ministry restricted capital reserve balance	<u>(75,000)</u>
	<u>\$202,858</u>

Non-Shareable Capital - NSC (Local Capital Reserve)	
• Board restricted capital reserve is	<u>\$ 84,153</u>

4 Sick Leave Month Trend Analysis & Comparisons to Last Year

This report has been updated to show year to date comparisons year over year with an average per employee on the total. Incidences: Pages 5 & 6 indicate that July 2017 to January 2018 absences relating to sick, medical and dental reasons are higher compared to last year but lower than four of the last five years.

Budget Implications: 51% Replacement Budget remaining
 \$96,114 spent on a \$195,295 Budget

5 Government & Other Reports Filed

Although no government reports were filed in January much time was spent completing the Amended Budget Bylaw.

Fund : 0 General Operating

O	TITLE	JAN	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	320,994.30	1,815,175.84		3,855,536	2,040,360	53
2	Emp. Benefits/Allowances	80,742.96	433,509.95		977,733	544,223	56
3	Services	15,895.02	148,225.42		321,913	173,688	54
4	Services	3,498.13	12,394.70		39,900	27,505	69
5	Supplies And Materials	13,012.70	79,633.31	244.00	187,962	108,085	58
TOTAL FOR Function - 1		434,143.11	2,488,939.22	244.00	5,383,044	2,893,861	54
Function : 4 District Administration							
1	Salaries	33,977.51	246,775.66		412,509	165,733	40
2	Emp. Benefits/Allowances	7,788.68	52,636.89		96,952	44,315	46
3	Services	15,988.02	95,019.70		266,183	171,163	64
4	Services	3,192.44	30,432.98		57,000	26,567	47
5	Supplies And Materials	5,433.74	20,663.26		36,533	15,870	43
TOTAL FOR Function - 4		66,380.39	445,528.49	0.00	869,177	423,649	49
Function : 5 Operations & Maintenance							
1	Salaries	37,477.87	310,179.02		549,634	239,455	44
2	Emp. Benefits/Allowances	10,302.18	77,986.87		133,054	55,067	41
3	Services	69.09	4,868.46		15,100	10,232	68
4	Services	7,460.33	22,343.19		60,394	38,051	63
5	Supplies And Materials	61,852.99	231,166.13	5,467.20	397,299	160,666	40
TOTAL FOR Function - 5		117,162.46	646,543.67	5,467.20	1,155,481	503,470	44
Function : 7 Transportation & Housing							
1	Salaries	17,586.54	105,707.17		169,491	63,784	38
2	Emp. Benefits/Allowances	4,344.89	26,240.17		41,845	15,605	37
3	Services	1,132.15	18,306.02		37,681	19,375	51
4	Services		700.00		1,000	300	30
5	Supplies And Materials	4,844.41	26,942.31		90,655	63,713	70
TOTAL FOR Function - 7		27,907.99	177,895.67	0.00	340,672	162,776	48
TOTAL FOR Fund - 0		645,593.95	3,758,907.05	5,711.20	7,748,374	3,983,756	51
GRAND TOTAL		645,593.95	3,758,907.05	5,711.20	7,748,374	3,983,756	51

TARGETS:

10-month expenses (Functions 1 & 7)

12-month expenses (Functions 4 & 5)

Overall Target

50% remaining

42% remaining

48% remaining

Fund : 0 General Operating

0	TITLE	JAN	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	339,030.80	1,819,285.49		3,610,154	1,790,869	50
2	Emp. Benefits/Allowances	84,142.99	432,104.09		931,293	499,189	54
3	Services	26,209.36	133,903.78		305,542	171,638	56
4	Services	387.07	2,526.73		23,762	21,235	89
5	Supplies And Materials	2,099.39	91,962.96	1,924.07	198,937	105,050	53
TOTAL FOR Function - 1		451,869.61	2,479,783.05	1,924.07	5,069,688	2,587,981	51
Function : 4 District Administration							
1	Salaries	36,374.71	281,070.08		451,173	170,103	38
2	Emp. Benefits/Allowances	7,990.31	55,550.18		104,001	48,451	47
3	Services	20,863.81	130,012.94	630.00	208,801	78,158	37
4	Services	5,719.78	27,699.40		58,950	31,251	53
5	Supplies And Materials	11,278.35	22,889.99		39,612	16,722	42
TOTAL FOR Function - 4		82,226.96	517,222.59	630.00	862,537	344,684	40
Function : 5 Operations & Maintenance							
1	Salaries	38,713.03	323,992.50		549,263	225,271	41
2	Emp. Benefits/Allowances	8,531.45	77,759.27		132,540	54,781	41
3	Services	46.80	7,457.13		33,030	25,573	77
4	Services	11,172.54	36,420.11		58,400	21,980	38
5	Supplies And Materials	49,625.95	258,579.47	2,639.98	367,260	106,041	29
TOTAL FOR Function - 5		108,089.77	704,208.48	2,639.98	1,140,493	433,645	38
Function : 7 Transportation & Housing							
1	Salaries	17,562.81	111,353.62		200,099	88,745	44
2	Emp. Benefits/Allowances	4,127.65	27,842.26		48,540	20,698	43
3	Services	1,478.34	13,440.43		32,219	18,779	58
4	Services		1,051.38		1,000	51-	5-
5	Supplies And Materials	10,030.00	46,533.43		90,145	43,612	48
TOTAL FOR Function - 7		33,198.80	200,221.12	0.00	372,003	171,782	46
TOTAL FOR Fund - 0		675,385.14	3,901,435.24	5,194.05	7,444,721	3,538,092	48

Current Year Targets - Remaining

10 month expenses (Function 1 & 7) 50%

12 month expenses (Function 4 & 5) 42%

Overall Target 48%

School District #10 (Arrow Lakes)
Sick, Medical, Dental Absences
January, 2018 - February Board Report

									<u>Average</u> <u>Per</u> <u>Employee</u>	<u>Employee</u> <u>Head</u> <u>Count</u>
<u>2017-2018</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Total</u>		
AO	0.00	0.00	4.00	0.00	3.00	2.00	2.00	11.00	2.20	5
Exempt	1.00	1.00	1.00	1.50	6.00	0.50	1.00	12.00	2.00	6
Support Staff: Clerical/Lib Clk	0.00	0.00	0.86	6.71	2.00	6.64	2.07	18.28	3.66	5
Support Staff: Custodial	2.00	2.00	7.25	2.06	10.00	9.05	7.68	40.04	5.72	7
Support Staff: EA/PrA/SSC	0.00	0.00	10.99	25.18	26.50	16.72	17.18	96.57	4.60	21
Support Staff: Maintenance	1.00	0.00	0.00	6.67	13.00	0.00	0.00	20.67	6.89	3
Support Staff: Transportation	0.00	0.00	1.88	2.13	6.00	4.63	2.63	17.27	3.45	5
Teachers	0.00	0.00	23.40	38.20	44.50	31.94	34.69	172.73	4.55	38
TOTAL	4.00	3.00	49.38	82.45	111.00	71.48	67.25	388.56		90

									<u>Average</u> <u>Per</u> <u>Employee</u>	<u>Employee</u> <u>Head</u> <u>Count</u>
<u>2016-2017</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Total</u>		
AO	0.00	0.00	0.00	1.00	7.40	5.00	6.40	19.80	3.30	6
Exempt	3.00	2.00	3.00	0.00	5.00	3.00	5.00	21.00	3.50	6
Support Staff: Clerical/Lib Clk	0.00	0.00	2.21	5.29	10.36	4.36	4.86	27.08	4.51	6
Support Staff: Custodial	5.00	3.00	9.99	4.75	18.07	4.81	9.45	55.07	7.87	7
Support Staff: EA/PrA/SSC	0.00	0.00	11.29	11.54	18.45	16.91	40.20	98.39	4.69	21
Support Staff: Maintenance	0.00	0.00	0.00	1.44	1.75	0.00	1.00	4.19	2.10	2
Support Staff: Transportation	0.00	0.00	0.50	1.00	3.75	1.50	1.13	7.88	1.58	5
Teachers	0.00	0.00	10.38	24.40	38.06	17.40	36.82	127.06	3.53	36
TOTAL	8.00	5.00	37.37	49.42	102.84	52.98	104.86	360.47		89

									<u>Average</u> <u>Per</u> <u>Employee</u>	<u>Employee</u> <u>Head</u> <u>Count</u>
<u>2015-2016</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Total</u>		
AO	0.00	0.00	4.00	1.00	1.00	4.40	6.60	17.00	2.83	6
Exempt	1.00	5.00	1.00	1.00	0.00	1.00	0.50	9.50	1.58	6
Support Staff: Clerical/Lib Clk	0.00	0.00	2.97	6.97	2.50	2.11	6.04	20.59	2.94	7
Support Staff: Custodial	13.50	11.43	1.00	12.63	24.25	26.38	6.48	95.67	13.67	7
Support Staff: EA/PrA/SSC	0.00	0.00	15.16	23.07	35.46	25.31	32.42	131.42	6.57	20
Support Staff: Maintenance	1.00	1.00	1.00	1.38	0.00	0.75	0.00	5.13	1.71	3
Support Staff: Transportation	0.00	0.00	0.00	1.13	2.50	1.38	1.69	6.70	1.34	5
Teachers	0.00	0.00	47.57	30.60	40.55	33.20	50.80	202.72	4.83	42
TOTAL	15.50	17.43	72.70	77.78	106.26	94.53	104.53	488.73		96

School District #10 (Arrow Lakes)
Sick, Medical, Dental Absences
January, 2018 - February Board Report

									<u>Average</u> <u>Per</u> <u>Employee</u>	<u>Employee</u> <u>Head</u> <u>Count</u>
<u>2014-2015</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Total</u>		
AO	0.00	0.00	0.00	0.00	2.00	1.00	1.00	4.00	1.00	4
Exempt	0.00	0.00	2.00	3.00	3.00	0.00	6.50	14.50	2.42	6
Support Staff: Clerical/Lib Clk	0.00	0.00	0.21	3.71	4.79	5.71	6.54	20.96	3.49	6
Support Staff: Custodial	1.00	2.83	1.00	13.20	7.30	2.99	5.02	33.34	4.76	7
Support Staff: EA/PrA/SSC	0.00	0.00	5.14	15.99	6.71	8.95	25.84	62.63	3.30	19
Support Staff: Maintenance	0.00	0.88	0.00	0.00	1.00	1.00	0.00	2.88	0.96	3
Support Staff: Transportation	0.00	0.00	1.25	0.50	0.00	2.19	6.00	9.94	1.99	5
Teachers	0.00	0.00	6.05	42.53	58.37	64.58	78.25	249.78	6.40	39
TOTAL	1.00	3.71	15.65	78.93	83.17	86.42	129.15	398.03		89

									<u>Average</u> <u>Per</u> <u>Employee</u>	<u>Employee</u> <u>Head</u> <u>Count</u>
<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>Total</u>		
AO	2.00	0.00	10.00	23.00	5.00	2.00	3.00	45.00	9.00	5
Exempt	22.00	21.00	2.00	0.00	2.00	0.00	3.29	50.29	16.76	3
Support Staff: Clerical/Lib Clk	0.00	0.00	0.57	7.79	6.66	4.86	8.54	28.42	4.06	7
Support Staff: Custodial	12.45	18.13	3.81	4.25	6.76	6.31	9.59	61.30	10.22	6
Support Staff: EA/PrA/SSC	0.00	0.00	8.24	15.39	10.49	14.46	27.23	75.81	4.46	17
Support Staff: Maintenance	0.00	0.00	2.88	2.88	0.00	2.00	1.44	9.20	3.07	3
Support Staff: Transportation	0.00	1.00	1.00	1.38	0.38	1.09	2.75	7.60	1.52	5
Teachers	0.00	3.00	43.95	64.20	56.62	52.04	45.88	265.69	7.18	37
TOTAL	36.45	43.13	72.45	118.89	87.91	82.76	101.72	543.31		83

									<u>Average</u> <u>Per</u> <u>Employee</u>	<u>Employee</u> <u>Head</u> <u>Count</u>
<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>Total</u>		
AO	0.00	0.00	2.00	8.80	13.00	16.00	17.00	56.80	11.36	5
Exempt	1.00	2.00	1.00	2.00	1.00	1.71	2.00	10.71	3.57	3
Support Staff: Clerical/Lib Clk	0.21	0.57	2.22	10.40	10.94	7.47	3.77	35.58	5.08	7
Support Staff: Custodial	15.64	15.69	4.44	20.36	29.95	11.44	4.21	101.73	16.96	6
Support Staff: EA/PrA/SSC	0.00	0.00	10.73	16.54	26.74	16.95	26.40	97.36	5.73	17
Support Staff: Maintenance	1.00	1.00	0.00	4.00	2.00	4.81	0.00	12.81	4.27	3
Support Staff: Transportation	0.00	0.00	0.25	1.38	7.00	0.38	0.38	9.39	1.88	5
Teachers	0.00	2.00	17.52	29.63	35.12	35.32	32.76	152.35	4.12	37
TOTAL	17.85	21.26	38.16	93.11	125.75	94.08	86.52	476.73		83

BOARD CHAIR REPORT – February 13, 2018

BOARD CHAIR REPORT –

- conference call was held this morning for Board Chairs and Superintendents with Ministry of Education staff and BCSTA regarding the Funding Formula review – bringing us up to date with the progress of the review, and the next steps
- the Board of Education is about to embark on the Budget process for 2018, with meetings scheduled to meet with parent groups, staff, and community

Correspondence:

- letters received from Ministry of Education
- invitation received from Katrine Conroy for the Board to meet with her
- copies of letters sent to BCSTA or Ministry from other District
- package from the Schools Institute
- copy of Leaders & learners magazine

DPAC –

- meet again on February 15, which is also the AGM

OH&S –

- met on January 30
- each site shared their site inspections and concerns
- still working on WHMIS training
- looking into BCTF facilitator for the OHSC training
- the crosswalk between NES and NSS continues to be a concern – continued education to student, parents and staff is important
- AED's in each location was discussed
- next meeting is April 24

BCPSEA

- attended the AGM at end of January
- a BCPSEA Board has been reinstated after 4 ½ years, with 7 trustees elected (representing regionally)

Branch (KBB):

- the Kootenay Branch had a motion building meeting in January and has submitted motions to the BCSTA AGM

February 8, 2018,

SD10 Board Report - New Denver StrongStart

Attendance:

Our morning sessions are averaging between 5-8 families per day and afternoon sessions average 2-4 families per day.

Highlights:

* Baking & cooking has been a big hit at StrongStart. Parents are exclaiming, "They love the food we make here at school!"

*We are continuing to alternate visits with the K/1 class on Thursdays. It is interesting to watch the K/1 students play at StrongStart and become totally engaged in their creative and dramatic play.

*Family Literacy Day was celebrated in our pajamas! Children brought their favorite bedtime story and stuffed animal.

Future Plans:

*Heather Broad from the Child Care Resource & Referral will be offering a Parenting Workshop on Guiding Young Children.

*Theresa Weatherhead will be giving a workshop to families about how to talk to your children about Body Science.

*Sarah Sanders from CAP-C (Community Action Programing for Children) will be co-facilitating an Ages & Stages event with me as we have both taken the training.

Thanks,

Charlene Alexander, ECE



February 13, 2018
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																									
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		Jan	Dif									
BAS														0												
DL	3	5	1	3	2	5	1	2	1	2	7	5	8	45		46				-1						
EES	1	3	1	1	0	8	4	3						21		21				0						
LESS	9	6	3	12	4	12	9	7	5	5	7	5	0	84		83				1						
NES	9	16	23	18	19	25	23	18						151		151				0						
NSS									31	29	21	20	27	128		130				-2						
TOTAL Per Grade	22	30	28	34	25	50	37	30	37	36	35	30	35													
District Total														429		431				-2						

1. Enrollment notes –

- Total Head Count enrollment of 435.47 FTE students was submitted for our annual September 30th 1701 count, a reduction of 7 FTE from September 2016
- February's FTE is 429 (down 6.47 FTE since September)

2. February 23rd Pro-D day –

- On February 23rd, the professional learning focus will be on *Building Speech and Language Capacity* with our speech pathologist consultant, Gent Harrison
- Gent will be working with EAs, Strong Start Coordinators and interested teachers
- Teachers have many options from which to choose across the Kootenay and Okanagan region as this is an ALTA regional Pro-D day

3. Classroom Enhancement Funding Staffing

- Our additional CEF funding has resulted in some extra support at schools across the district
- We have hired additional classroom support teacher time at NES, additional counselling support at Lucerne, an Education Assistant at NES, and been able to support Learning Resource teacher and School Counsellor positions across the district as we would have done with previous LIF funding
- Many thanks to the Ministry of Education for responding to our advocacy on behalf of our learners, and to the ALTA President for collaboration as we worked to fill class size and composition needs

4. Three Year Enrollment Projections (attached)

- Each year, the Ministry requests that districts project their enrolment for the next three years
- SD 10 enrolment forecasts indicate that some schools will decline in enrolment over the next three years, while others will increase, with the overall trend being continuing declining enrolment
- Based on current information of known enrolment, the district projects 382 students in 2018-19, 375 students in 2019-20 and 365 students in 2020-21

- In addition to these numbers, we also anticipate 20-25 home-based learners in our Arrow Lakes DL School and about 15-30 students taking one or more courses Grade 10-12 DL School. DL students are not part of the submission to the Ministry for the February enrolment count
- Given high housing prices in other areas of the province, if there is affordable housing in the area, we are aware of families who are interested in moving here
- District enrolment continues to be tied to the local economy, demographics, and housing

5. 2018-19 Budget Consultation

- From February to April, the Board and senior staff will engage in the annual budget consultation process, seeking input from teachers, support staff, parents, and our principals and vice-principal
- The annual Operating Budget announcement happens each March 15, at which point our funding for the following school year is announced
- Funding is informed by 2018-19 enrolment projections as well as the Ministry Funding Formula
- Our 2018-19 budget priorities will also align with the District Strategic Plan's three goals:
 - Goal 1: Enhance Teaching and Learning
 - Goal 2: Cultivate Connections and Relationships
 - Goal 3: Expand Advocacy for SD 10

6. Burton Elementary School Update

- On Monday, February 5th, Superintendent and Director of Learning met with teachers at NES to share information about potential BES re-opening and to answer questions
- It was a positive meeting with great questions and comments
- The Board will make a decision about whether or not to re-open Burton Elementary School at tonight's Regular Board meeting

7. PISA at Lucerne this spring

- Each year, 15 year old students from across Canada are selected to participate in PISA – the Programme for International Student Assessment, an international assessment program facilitated by the Organization for Economic and Community Development or OECD <http://www.oecd.org/pisa/>
- This year, Lucerne School has been selected to participate in the main study with students writing the two hour assessment between April 23rd and May 31st
- PISA assesses students in reading, math and science, with PISA 2018 including a focus on reading
- BC is part of the Council of Ministers of Education in Canada which administers the school's selected for PISA <https://www.cmec.ca/251/Overview.html>
- Canada has led the world in PISA results for the past number of years, always in the top three to five countries along with Finland, Japan and Singapore. No pressure, Lucerne!

8. Traumatic Events Training in Kimberley

- Our two Nakusp School Principals, and a school counsellor and teacher, along with the Director of Learning attended a recent Ministry Safe Schools training event held in Kimberley
- Schools from across the Kootenay-Boundary region attended and learned much from presenter, Kevin Cameron, an expert in dealing with school-based traumatic events
- All staff agreed that this was excellent training and very good to proactively learn useful skills

9. Japanese Teaching Assistant at Lucerne starts March 2018

- Yu Ishikawa, a young teacher from Tokyo, Japan will be joining us in SD 10 beginning in March 2018 and carrying on till March 2019
- Yu has taught English in both secondary and elementary schools in Japan and wishes to improve his English and also be a cultural ambassador for his country, Japan, teaching SD 10 students about his country's culture, traditions and language

- All schools were invited to host the Japanese Teaching Assistant, and Lucerne School volunteered to have Yu in New Denver and the school community is organizing homestay placements for him
- In addition to skills in Japanese culture, Yu also brings talents in guitar and soccer

10. WKTEP Consortium Meeting – February 2nd

- All four West Kootenay Superintendents participated in a panel for this year's 57 West Kootenay Teacher Education students on Friday, February 2nd
- Districts shared a few of the great things about their districts, how their initiatives aligned with their Strategic Plans, and fielded questions from the eager student teachers
- Recruiting prospective WKTEP graduates was one of the aims of the panel just as the WKTEPers are about to start their long practicum in their respective school districts
- SD 10 now has five WKTEP teacher candidates for the Feb 19-May 18 practicum!
- The Consortium includes UBC WKTEP Coordinators, Susanne Maguire and Geoff Burns, the UBC WKTEP Academic Advisor, Dr. Leyton Schnellert (who was recently appointed as the Rix Professor of Rural Teacher Education for UBC), and the four West Kootenay Superintendents
- The Consortium spent a lively afternoon discussing in situ days for next year, ways to better support mentor teachers in districts, Community Field Experience placements and a host of other topics
- A recent film about in-situ learning at WKTEP in the four districts (SD8, 10, 20 and 51) was also discussed as it showcases teacher candidates learning side by side teacher colleagues in all four districts

11. District Maker Day and Hackathon – March 6 and 7 at Lucerne

- Last year, we held a very successful Maker Day at NSS for Grades 7-10
- This year, the Leadership Team has decided to broaden the ages and events for Maker Day by spreading over two days with this year's events to be held in New Denver
- On March 6th, Grades 4, 5, and 6 from EES, NES, Lucerne and ALDL School will all participate in a district Maker Day with a focus on local to global. It promises to be an excellent day!
- NSS, Lucerne and DL students in Grades 8 and 9 are in for a new design challenge as the district hosts its first Hackathon. Still in the design phases, Hackathon will feature students creating apps and engaging in robotics and coding
- Many thanks to Principal Nick Graves, and shop teacher, Rob Babic, for their leadership in organizing this mega set of events, and to all the parents and community members who say yes to being involved to make these two terrific days of hands-on learning!

12. Fauquier Property Update

- Our subdivision application is moving through the channels at Department of Transportation and about to enter the next phase: PLA Non-Approval
- Essentially this phase identifies the requirements to address before subdivision approval is granted
- Assistant Secretary-Treasurer, Shelly Woolf is taking the lead on this file and has booked a geotechnical engineer to assess the impact of the alluvial fan on the Fauquier site in spring
- A surveyor will also be engaged to survey lot lines of the two proposed lots once the geo-tech report is done and has identified safe building sites
- We are also currently navigating a challenge around a 1969 duplicate indefeasible title issued to BC Hydro, and indicating that Hydro has half interests in the property
- Thanks to Paul Peterson, RDCK Director and BC Hydro for their support in this work!

13. Possible Skate Park at Lucerne

- Students and parents at Lucerne are contemplating the addition of a modest and moveable skate park installation on the school grounds in the location of the current school tennis courts
- Principal Nick Graves; Manager of Operations, Art Olson; and Superintendent Taylor met February 2nd to review possible plans, discuss infrastructure implications, and discuss next steps

- Secondary students will create a presentation and rationale for the skate park and will gather input from the younger Lucerne students
- Since the proposed skate park impacts community members who currently use the tennis courts at the school, students will also host a public meeting
- Students will also plan a presentation to the Board of Education after their consultation has concluded

14. Possible Climbing Wall at NSS

- Principal, Peter Gajda; Manager of Operations, Art Olson; and Superintendent Taylor met February 1st to discuss a proposed Climbing Wall at the NSS Gym
- The principal shared prospective plans for the climbing wall that Burton Academy teacher Dorian Boswell and the Senior Outdoor Education/Entrepreneurship class would like to have installed
- This offers excellent physical fitness and physical literacy opportunities for our students
- In addition to student use, the prospective plan also involves the concept of the climbing wall being accessible to the larger community after school hours and on weekends
- Various elements of potential community use of a climbing wall facility were discussed including liability, safety and supervision, security and access to the school on evenings and weekends, and additional custodial costs
- These items will be reviewed by the teacher and school principal at the school, and a next meeting planned with the district team

15. Teacher Professional Growth Plan Framework

- In December 2017, a team of four teachers (Sheri Boswell, Jenna Arnold, Richelle Johnston, and ALTA President Ric Bardati), a principal (Nick Graves), and the superintendent met to finalize the work over the previous eight months on an innovative Framework for Teacher Professional Growth
- The Framework uses the Spiral of Inquiry (created by Drs. Judy Halbert, Linda Kaser and Helen Timperley) as a pedagogical frame, and shares many of the current practices in professional learning and inquiry that are making an impact on student learning in our district
- Recently, the Superintendent shared the draft Framework with Dr. Linda Kaser who wrote: "This document is absolutely terrific - it should be made national as an artefact of Canadian education!!"
- Three other districts have asked for copies of the Framework this week: SD 37 (Delta), SD 23 (Central Okanagan) and a research analyst with the Manitoba Teachers Society
- ...Small-is-amazing SD 10 educators on the map again!

16. Calendar Committee Meets February 22nd

- The District Calendar Committee will meet February 22nd to review and give input on the proposed three-year calendar for the years 2018-19, 2019-20 and 2020-21
- The Calendar Committee is comprised of CUPE, ALTA, DPAC, ALELA and trustee representatives and led by the Director of Learning, Lorna Newman
- There will be seven Pro-D days in the school calendar as the Ministry has once again added 5 hours or one day to facilitate teachers examining evidence-based practices related to the redesigned curriculum as well as the annual Ministry defined day and five district/ALTA dates
- Draft calendars will be posted on the district website by February 28th and will be brought forward to PAC meetings as well as staff meetings

622 – Accumulated Operating Surplus Policy

1.0 General

- 1.1 The School District's objectives in terms of its accumulated operating surplus are set out in this Accumulated Surplus Policy. By reaching a clear understanding of its operating surplus objectives, and by continually measuring progress towards achieving those objectives, the School District can attain greater fiscal stability and better support educational goals.

2.0 Guiding Principles

- 2.1 The following guiding principles form the basis for this Policy:
- 2.1.1 Healthy surplus levels are important in achieving educational goals including financial health and stability.
 - 2.1.2 Actual surplus balances need to be considered in regard to other school districts, especially those with similar rural and remote context, on an ongoing basis to gauge whether financial health is being achieved.
 - 2.1.3 Surplus goals need to be consistent with, and supportive of realistic longer-term financial plans.
- 2.2 SD10's annual Accumulated Operating Surplus aligns with and considers:
- 2.2.1 District Vision and Mission Statement - Policy 110.
 - 2.2.2 The District Strategic Plan.
 - 2.2.3 The Financial Health of the District.
- 2.3 The Accumulated Operating Surplus Policy aims to:
- 2.3.1 Provide guidance, consistency, and support long-term planning.
 - 2.3.2 Assist in managing the District's financial risk.
 - 2.3.3 Mitigate short term volatility.
 - 2.3.4 Provide contingency for unexpected costs.

3.0 Types of Accumulated Operating Surplus

- 3.1 Unrestricted Surplus: the accumulated operating surplus built up in the School District's operating fund that has not been designated for specific uses.

3.2 Restricted Surplus: the accumulated operating surplus built up in the School District's operating fund that has been designated for specific uses. The following are examples of internally restricted categories:

- 3.2.1 Utilities, Equipment and Capital Projects
- 3.2.2 Emergency
- 3.2.3 Professional Learning
- 3.2.4 Student Learning
- 3.2.5 Financial Software Transition
- 3.2.6 Strategic Planning/School Reconfiguration
- 3.2.7 Long Range Facilities Plan
- 3.2.8 Board Scholarship Fund

4.0 Role of the Secretary-Treasurer

4.1 The School District's Secretary-Treasurer shall be responsible for:

- 4.1.1 Recommending the appropriate balances to be maintained in both the unrestricted and restricted accumulated operating surplus.
- 4.1.2 Recommending any increases/decreases and transfers to/from the operating surplus.
- 4.1.3 Recommending any revisions or amendment to this Policy, as may be required from time to time, as a result of changes in Ministry of Education directives, accounting standards or economic conditions.
- 4.1.4 Reporting to the public and Board of Education.

5.0 Reporting and Communication to Public

5.1 Accumulated Operating Surplus balances and changes will be reported in the Annual Financial Statements.