



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

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### MINUTES

School Board Office

Date: Tuesday March 12, 2019  
7:00 pm

#### PRESENT

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

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

**OTHERS:** R. Bardati

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#### 1. CALL TO ORDER:

M. Teindl called the meeting to order at 6:49 pm.

Acknowledgement of Territory

#### 2. ADOPTION OF AGENDA:

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

*CARRIED*

#### 3. ADOPTION OF MINUTES:

Moved by R. Farrell, seconded by L. Brekke that the Minutes of the Regular Meeting of February 19, 2019 be adopted as presented.

*CARRIED*

#### 4. PRESENTATIONS

Nil

#### 5. DISPOSITION OF PREVIOUS PRESENTATIONS

Nil

#### 6. FINANCIAL UPDATE: (S.Woolf)

a) February 28, 2019 Financial Report (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) Burton Elementary School (D. Simon)
    - No report
  
  - ii) Edgewood Elementary School (D. Simon)
    - No report
  
  - iii) Nakusp Elementary School (L. Brekke)
    - Report attached
  
  - iv) Lucerne Elementary-Secondary School (R. Farrell)
    - Discussed school food program and concerns around stable funding and continuity of program through volunteers
    - Discussed funding requests including raffle sponsorship, and Sacred Spaces Equine Assisted Learning support
    - The school mural initiative was discussed and plans for follow up are in place
  
  - v) Nakusp Secondary School (M. Teindl)
    - Report attached
  
  - vi) District Parent Advisory Council (L. Brekke)
    - Report attached
  
  - vii) CUPE/Board Liaison (M. Teindl)
    - Report attached
  
  - viii) ALTA/Board Liaison Meeting (M. Teindl)
    - Report attached
  
  - ix) Occupational Health and Safety Committee
    - No report
  
  - x) Chamber of Commerce
    - Nakusp: No report
    - New Denver/Silverton: No report

- xi) Strong Start Centres
  - Southern Zone Strong Start
- xii) Arrow Lakes Aboriginal Educational Advisory Council (D. Simon)
  - Report attached
- d) Branch / BCSTA / BCPSEA
  - i) Branch: No Report
  - ii) BCSTA: No Report
  - iii) BCPSEA: Report attached (M. Teindl)
- e) Superintendent/Secretary-Treasurer: (T. Taylor)  
The Superintendent/Secretary-Treasurer Report was presented at the Education Partnership Committee Meeting. A copy of this report is included as part of the Regular Meeting Minutes.

**9. OLD BUSINESS:**

a) **Trustee Remuneration**

**Moved by L. Brekke, seconded by R. Farrell that the Board of Education amend the Motion of February 19, 2019, whereby the Board approved an increase to Trustee Remuneration, by adding an effective date of the increase, of February 19, 2019.**

***CARRIED***

b) **Installation of AEDs**

This item was carried forward from the February 19, 2019 Regular Meeting of the Board.

**Moved by R. Farrell, seconded by C. Dixon that the Board of Education approve the installation of AEDs in the two district secondary schools after a district AED Training and Maintenance Protocol has been developed.**

***CARRIED***

Board Chair M. Teindl clarified that it is the understanding that the installation of AEDs at the two secondary schools is not mandatory but is at the discretion of the school.

**10. NEW BUSINESS:**

a) Spring Break Office Closure

**Moved by D. Simon, seconded by L. Brekke, that the Board of Education approve the annual Spring Break Board Office closure effective March 18 through to March 29, 2019 inclusive.**

**CARRIED**

- b) Annual Five-Year Capital Plan – Capital Plan Bylaw No. 2019/20-CPSD10-01

**Moved by L. Brekke, seconded by R. Farrell that the Board of Education for School District 10 (Arrow Lakes), approve the Capital Bylaw No. 2019/20-CP-SD10-01, and to adopt the 2019/20 Capital Plan which has been approved by the Minister, and which consists of the supported projects as outlined in the Ministry’s letter of March 1, 2019, from the 2019/20 Capital Plan, and that Capital Bylaw No. 2019/20-CP-SD10-01 be given all three readings at the Regular meeting of March 12, 2019.**

**CARRIED**

**Moved by L. Brekke, seconded by C. Dixon that the Board of Education of School District 10 Arrow Lakes approve first reading of the Capital Bylaw No. 2019/20-CP-SD10-01.**

**CARRIED**

**Moved by R. Farrell, seconded by C. Dixon that the Board of Education of School District 10 Arrow Lakes approve second reading of the Capital Bylaw No. 2019/20-CP-SD10-01**

**CARRIED**

**Moved by C. Dixon, seconded by L. Brekke that the Board of Education of School District 10 (Arrow Lakes) approve, pass and adopt the third reading of the Capital Bylaw No. 2019/20-CP-SD10-01**

**CARRIED**

**11. NEXT MEETING DATES:**

- a) Education Partnership Committee Meeting: April 16, 2019 6:00pm  
b) Regular Meeting of the Board: April 16, 2019 7:00pm

**12. QUESTIONS FROM PUBLIC:**

Nil

**13. ADJOURNMENT:**

M. Teindl adjourned the meeting at 7:21

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M. Teindl  
Chairperson

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T. Taylor  
Superintendent/Secretary-Treasurer



**Regular Board Meeting  
March 12, 2019**

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

**1. 2018-2019 Amended Operating Budget – Spent to date \$4,507,625 - 59%  
2017-2018 Operating Budget – Spent to date \$4,661,133 - 63%**

Refer to Monthly Expenditure Report - Page 3 (Feb, 2019) and Page 4 (Feb, 2018)  
Operating Budget Status – 41% remaining compared to a target amount of 38%.

**2. Operating Surplus - \$916,655**

Unrestricted	(\$58,845)
Restricted	975,500
<b>Total</b>	<b>\$916,655</b>

**3. 2018-2019 Annual Facility Grants Budget and Other Capital Funds**

a) Annual Facilities Grant (AFG) – Operating Grant – Spent to date - 52%

Total	\$62,456
Deducted by Ministry for CAMS	( 5,316)
Expended to date	(27,035)
<b>Available AFG Operating Grant</b>	<b>\$ 30,105</b>

b) Annual Facilities Grant – Capital Grant (Bylaw) - Spent to date - 54%

AFG 2018-2019 Capital Grant	\$244,547
Expended to date 2018-2019	(131,817)
<b>Available AFG Capital Grant</b>	<b>\$112,730</b>

c) School Enhancement Program Grant (Bylaw) – 3 projects approved, 3 in progress. 54% spent.

	NSS Dust Collector	LESS Dust Collector	NSS Building Envelope Repair	Total
Approved	\$221,110	\$221,110	\$174,600	\$616,820
Expended to date	(264,009)	(55,883)	(12,974)	(332,866)
<b>Available</b>	<b>\$(42,899)</b>	<b>\$165,227</b>	<b>\$161,626</b>	<b>\$283,954</b>



**Regular Board Meeting  
March 12, 2019**

d) Capital Reserve Balances

Sharable (Ministry Restricted) Capital	\$207,089
Local Capital	85,608
<b>Total</b>	<b>\$292,697</b>

e) Youth Trades Equipment – Total 3 Year Program Funding \$368,528.

	NSS	LESS	Total
Approved	\$222,334	\$146,194	\$368,528
Expended to date	( 209,969)	(107,855)	(317,824)
<b>Available</b>	<b>\$12,365</b>	<b>\$ 38,339</b>	<b>\$ 50,704</b>

4. **Sick Leave/Replacement Cost and Budget: \$119,927 (66.0%) spent of the \$182,998 amended budget allocation (LY \$108,220)** - The cost to date includes the wage and benefit costs for replacement staffing brought in to cover regular employee's sick time and/or medical appointments.
5. **1701 Data Enrollment – Funded FTE 456.4381 vs 435.4688 last year – increase 20.9693 FTE**  
Amended Budget Operating Grant \$7,119,604 compared to \$6,913,390 – increase \$206,214
6. **Government & Other Reports Filed**  
February 1701's in progress - 426.7513 FTE funded (without DL)  
2018/2019 Amended Budget

Fund : 0 General Operating

0	TITLE	FEB	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	358,597.53	2,269,654.34		3,744,060	1,474,406	39
2	Emp. Benefits/Allowances	90,746.79	511,546.95		967,672	456,125	47
3	Services	27,035.03	171,210.14		330,338	159,128	48
5	Supplies And Materials	5,458.72	92,323.36	63.00	256,535	164,149	64
TOTAL FOR Function - 1		481,838.07	3,044,734.79	63.00	5,298,605	2,253,807	43
Function : 4 District Administration							
1	Salaries	32,852.35	245,880.80		413,536	167,655	41
2	Emp. Benefits/Allowances	5,494.48	33,110.76		73,048	39,937	55
3	Services	6,675.11	189,278.34		254,150	64,872	26
5	Supplies And Materials	173.84	25,721.67		49,875	24,153	48
TOTAL FOR Function - 4		45,195.78	493,991.57	0.00	790,609	296,617	38
Function : 5 Operations & Maintenance							
1	Salaries	42,475.79	368,891.32		571,242	202,351	35
2	Emp. Benefits/Allowances	10,929.81	81,906.99		150,151	68,244	45
3	Services	3,133.11	38,629.49		69,100	30,471	44
5	Supplies And Materials	19,119.86	244,867.88	3,975.78	376,760	127,916	34
TOTAL FOR Function - 5		75,658.57	734,295.68	3,975.78	1,167,253	428,982	37
Function : 7 Transportation & Housing							
1	Salaries	21,393.15	132,772.99		204,638	71,865	35
2	Emp. Benefits/Allowances	5,003.22	29,894.06		54,245	24,351	45
3	Services	3,356.54	28,509.26		37,650	9,141	24
5	Supplies And Materials	4,203.88	43,426.33		105,000	61,574	59
TOTAL FOR Function - 7		33,956.79	234,602.64	0.00	401,533	166,930	42
TOTAL FOR Fund - 0		636,649.21	4,507,624.68	4,038.78	7,658,000	3,146,337	41

Current Year Targets - Remaining  
 10 month expenses (Function 1& 7) 40%  
 12 month expenses (Function 4 & 5) 33%  
 Overall Target 38%

Fund : 0 General Operating

0	TITLE	FEB	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
1	Salaries	343,516.52	2,162,802.01		3,610,154	1,447,352	40
2	Emp. Benefits/Allowances	83,640.18	515,744.27		931,293	415,549	45
3	Services	37,921.83	171,825.61		306,560	134,734	44
4	Services	185.13	2,711.86		23,762	21,050	89
5	Supplies And Materials	31,391.73	123,354.69	48.62	196,719	73,316	37
TOTAL FOR Function - 1		496,655.39	2,976,438.44	48.62	5,068,488	2,092,001	41
Function : 4 District Administration							
1	Salaries	36,352.02	317,422.10		451,173	133,751	30
2	Emp. Benefits/Allowances	7,889.93	63,440.11		104,001	40,561	39
3	Services	23,349.29	153,362.23	630.00	208,801	54,809	26
4	Services	6,348.40	34,047.80		58,950	24,902	42
5	Supplies And Materials	922.54	23,812.53		40,812	16,999	42
TOTAL FOR Function - 4		74,862.18	592,084.77	630.00	863,737	271,022	31
Function : 5 Operations & Maintenance							
1	Salaries	39,478.04	363,470.54		549,263	185,792	34
2	Emp. Benefits/Allowances	9,808.94	87,568.21		132,540	44,972	34
3	Services	29,865.75	37,322.88		33,030	4,293	13
4	Services	6,556.10	42,976.21		58,400	15,424	26
5	Supplies And Materials	55,690.00	314,269.47	2,639.98	367,260	50,351	14
TOTAL FOR Function - 5		141,398.83	845,607.31	2,639.98	1,140,493	292,246	26
Function : 7 Transportation & Housing							
1	Salaries	20,944.36	132,297.98		200,099	67,801	34
2	Emp. Benefits/Allowances	4,578.49	32,420.75		48,540	16,119	33
3	Services	5,089.28	18,529.71		32,219	13,689	42
4	Services		1,051.38		1,000	51	5
5	Supplies And Materials	16,168.74	62,702.17		90,145	27,443	30
TOTAL FOR Function - 7		46,780.87	247,001.99	0.00	372,003	125,001	34
TOTAL FOR Fund - 0		759,697.27	4,661,132.51	3,318.60	7,444,721	2,780,270	37



March 12, 2019

Regular Board of Education Meeting - Melissa Teindl

**Chair Report** – BCSTA Leadership Series will be hosted in Trail on April 11 and 12<sup>th</sup>. BCSTA AGM is held in Richmond April 25 -28. A Pre-conference will be held during the day on the 25<sup>th</sup> and the AGM will start the evening of the 25<sup>th</sup>. Please confirm with Michelle if you plan to attend any of these events so she can finalize registration. Please mark your calendars for our Branch AGM to be held the last weekend of September. More details to follow for this event. Reminder again just to make sure that you include Terry and Michelle when forwarding your meeting reports.

**BCPSEA** – BCTF and BCPSEA are currently at the bargaining table at the provincial level. We will be moving to the Local bargaining table in April.

**NSS** – Hot lunch and breakfast program going well. Sports teams are as active as ever. Girls' soccer is around the corner and Nakusp will Host the single "A" provincials. Money was granted to assist the Ski/Snowboard team for provincials, Girls soccer team for new uniforms and to Ms. De Long for a display case for Aboriginal art and content. Parent Meeting tomorrow night to discuss curriculum options for upcoming year. Next PAC meeting is April 24, 2019 at 5:15.

**CUPE Liaison** – Employee and Workplace Health - Presentation from Shari Featherstone from the OLRC. Discussed Budget Consultation process, consultation process has completed, we will have our second finance committee meeting tonight. Local bargaining to start mid-April, follow-up dates scheduled for May. Plans for upcoming Pro-D days, next pro-d will be school based day. New custodian appointment in the southern zone. Next meeting date is April 16, 2019 @ 1:15

**ALTA Liaison** - Employee and Workplace Health - Presentation from Shari Featherstone from the OLRC. Local bargaining to start mid-April. Plans for upcoming Pro-D days, next pro-d will be school based day. Next meeting date April 16, 2019 @ 2:30.

## Southern Zone Trustee Report - March 12th Meeting

### BES PAC

- Met on February 12th
- Wasn't able to attend due to NES Budget Consultation
- Next meeting is March 14th, @3:30

### ALAEAC

- Next meeting on April 29th, @4:30pm
- SD10 National Indigenous Celebration subcommittee planning meeting took place on February 28th, @4:00pm
- B. Cook, M. Hibberson, L. Newman, J. Strand and S. Delong were present
- Ongoing collaborations and ideas for the events, a lot of excitement and enthusiasm
- Looking to be more of an 'Indigenous Celebration Month', than day!

## **REPORT – March 12, 2019**

### **DPAC –**

- met on March 5
- held their elections –
- Dana Hildebrand – Chair; Richelle Coates – Vice Chair; Dawn Grudzinski – Sec-Treas;
- Directors – Leda Botting and Opal McFarlane
- they moved that schools receive the gaming grant based on the number of students, so once the signing officers are dealt with cheques will be disbursed to the individual PAC's
- the next meeting will be June 11

### **OH&S –**

- next meeting will be May 23

### **OLRC-**

- met at Predator Ridge on March 1
- seven school districts represented
- elections held
- director report reviewed, busy with preparations for bargaining, Tammy Sowinski shared the process and developments thus far. The office is also busy with grievance investigations and HR support
- a discussion on the position of Attendance Wellness and Support coordinator took place – the contract for Shari Featherstone expires Aug 31 – T. Sowinski will look into a longer-term contract or an employee position
- the next meeting will be a telephone conference call on June 4
- BCPSEA with Deborah Stewart and Janet Stewart presented on effective communications during bargaining – the strongest advice – stay with the facts and stay on message
- they shared that everything one says to anyone, anywhere has the potential to make its way into the public realm
- bargaining will be more complex this time due to the “restored language”
- determine the facts, not opinions; develop and identify the key message; identify the spokesperson – need clarity and consistency; only conversation at bargaining table is negotiations – do not engage in any other discussions; funding review is not connected to the bargaining;
- any public comments should reflect the voice of the Board (no personal opinions)
- should never say :no comment or off the record: during any interviews, never show anger or frustration, if you don't know an answer to a question response should be: “I don't know” or “I will find out” –don't try to answer if you don't understand the question – ask for clarity

### **NES PAC-**

- The NES PAC met on Feb.20
- Mike reported before and after school programs going well and that the district is adapting well to the new K-9 curriculum pilot program
- the PAC received funding requests for the music program with Kelly Coubrough, and to repair or replace broken robotics and replace batteries Both requests approved
- discussed hot lunch program
- discussed upcoming grants that are being applied for
- next meeting is April 17

## **Southern Zone Strong Start Report**

I'm happy to report on our precious Outreach StrongStart in the Southern Zone. We have 16 enrolled with 3 more children that are not yet in the system and a few Kindies that attend regularly but cannot be input to my attendance. The attendance has been consistent in all three centres.

Tuesday is a fun group in Edgewood with families carpooling from Fauquier to join in. There have been 3 families regularly. The gym time and library to follow are popular. The attendance was quite random at the beginning of the year, but I'm happy to report consistent attendance. Several of the K-7 students join in with StrongStart during lunch, creating a great mentoring system.

Wednesday is a busy time in Burton with 4-6 families regularly. We make great use of the gym and invite the K-4 in for a visit during lunch. There is such a sense of belonging & ownership in this united group of families.

Thursday's is a really busy time in Fauquier as we do not have access to a gym, but we have several busy 3&4-year-old boys ready to go! 3-5 families attend regularly and have a good network outside the program.

I am so thankful to be able to support families living in our very rural communities where resources are very few. I feel very strongly that we need to continue supporting the early years on a consistent weekly schedule in all 3 communities. I have enjoyed the ECE BC annual conference for several years, learning new things & networking with many other StrongStart Coordinators from around the province. Unfortunately, it looks like the dates won't work out to attend this year...next year....

Have a great Spring Break!

To joy,

Jodi McLean

ECE

Family Resource Practitioner

StrongStart Outreach



World Class Learning in a Rural Environment

**March 12, 2019**  
**Superintendent/Secretary Treasurer Report**  
*Presented at the Education Partnership Committee,  
 and Regular Meeting of the Board of Education*

**1. February Enrollment notes**

- Enrolment has decreased this month at NSS (119 students) and Lucerne (86 students) and NES (171 students) with an increase of three students at Edgewood School
- Below is the monthly enrolment chart by school and grade:

My Education BC: Student Enrollment Numbers																
As of:	Mar 5-2019															
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	Feb	Dif
ALDL	2	2	4	1	2	3	4	3	2	2	0	10	8	43	43	0
BES	3	4	4	3										14	12	2
EES	1	1	1	2	1	0	7	2						15	16	-1
LESS	8	7	6	3	7	9	10	8	7	4	9	5	5	88	86	2
NES	24	10	16	25	21	21	28	24						169	171	-2
NSS									19	32	28	14	23	116	119	-3
<b>TOTAL Per Grade</b>	38	24	31	34	31	33	49	37	28	38	37	29	36			
<b>District Total</b>														445	447	-2

**2. Lost Property in Hills and Arrow Park**

- Land Title and Survey Authority is investigating details regarding these “lost” properties as no digital records are available

**3. Ministry Special Education Audit**

- The Ministry Special Education Audit team began their work auditing the 49 special education files on March 11<sup>th</sup> and will conclude the audit on March 13<sup>th</sup>
- Of the 49 total files, 23 files are for students with a Level 2 or 3 designation, while the others are for students with identified learning disabilities who are funded out of the block
- Giant thanks to our amazing Special Education team – our Learning Resource teachers, school counsellors, principals and vice principals and Director of Learning for a great job in preparing for the compliance audit

**4. SD 10 Annual Budget Consultation Process Update**

- All school-based meetings have now concluded with overarching feedback and the theme that the district is functioning well with current staffing and resources allocated in the 2018-19 budget
- Desires were expressed in the consultation meetings overall to continue arts funding, enhance some current staffing levels, ensure that support for extra-curricular and other field studies remain and ensure that strong secondary options continue at both secondary schools
- Two of three Finance Committee meetings remain: March 12<sup>th</sup> and April 16<sup>th</sup>
- At the March 12<sup>th</sup> Finance committee two scenarios were shared with the Committee by the Assistant Secretary-Treasurer and Superintendent/ST:
  - Scenario 1 – Status Quo plus the negotiated or projected salary increases for CUPE and ALTA and

- Scenario 2 – Scenario 1 plus an additional 1.0 teacher
- The 2019-20 Budget By-law will be passed by the Board on Monday, April 29<sup>th</sup>, 2019, and will consider recommendations from the Finance Committee

#### **5. Capital Plan Funding Approved**

- Three School Enhancement Projects were approved for 2019-20 as follows:
  - NES/NSS – Building Envelope Upgrades - \$140,850
  - NES/NSS/Lucerne – Flooring Upgrades - \$378,495
  - NES/NSS/BES/EES/Lucerne – Security System Upgrades - \$550,000
- These school facility upgrades are much needed and will greatly improve school buildings, energy efficiency, and safety
- In addition, Bus 6100, has been approved for replacement under the 12 year Ministry fleet replacement guidelines
- A total of \$186,401 to purchase an 80 passenger wheelchair accessible bus is a welcome addition to our fleet and will save the district increased costs for repairing a school bus at the end of its life
- Kudos to Manager of Operations and Transportation, Art Olson, and Assistant Secretary-Treasurer, Shelly Woolf for their excellent preparation of the annual Five Year Capital Plan submission

**CAPITAL BYLAW NO. 2019/20-CPSD10-01**  
**CAPITAL PLAN 2019/2020**

A BYLAW by the Board of Education of School District No. 10 (Arrow Lakes) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to sections 143 (2) and 144 (1) of the *School Act*.

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

NOW THEREFORE the Board agrees to do the following:

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

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2019/20 Capital Plan as approved by the Minister, to include the supported project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated March 1, 2019, is hereby adopted.
- 2. This Bylaw may be cited as School District No.10 (Arrow Lakes) Capital Bylaw No. 2019/20-CPSD10-01.

READ A FIRST TIME THE 12<sup>th</sup> DAY OF March 2019;

READ A SECOND TIME THE 12<sup>th</sup> DAY OF March 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE 12<sup>th</sup> DAY OF March 2019;

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No.10 (Arrow Lakes) Capital Bylaw No. **2019/20-CPSD10-01** adopted by the Board the 12<sup>th</sup> DAY OF March 2019;

\_\_\_\_\_  
Secretary-Treasurer