



**School District No. 5**  
**From the Office of the Superintendent**

To: Trustees  
From: Lynn Hauptman  
Date: May 13, 2014  
Re: Monthly Report to the Board

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**Purpose of this Report:**

As the Board's Chief Executive Officer, the Superintendent of Schools is accountable for the day-to-day operations of the school district and for ensuring that the Board is aware of how the school district is doing in all areas of its operations.

**Superintendent's Activities**

Our District hosted the Minister of Education Peter Fassbender along with our local MLA Bill Bennett on April 22, 2014 when they visited Mount Baker Secondary School in Cranbrook, Isabella Dicken Elementary School in Fernie and Sparwood Secondary School in Sparwood.

Key on the agenda was the replacement of Mount Baker as a Neighbourhood Learning Centre which would bring the educational services and the community resources of Key City Theatre together in one high school. Joining us on the student-led tour were trustees, school and district administration, DPAC and PAC chairs. There was no doubt that the minister heard the need for replacement by all involved!

Isabella Dicken Elementary is also on our list of replacement schools and the Ministers were able to see the end of the day congestion as we arrived just in time to hear the Kindergarten students' songs and have a brief tour as school was being dismissed.

An interesting discussion was held at Sparwood Secondary School about the possibility of expanding Trades Training opportunities into the Elk Valley utilizing school facilities. We look forward to further possibilities now that the Trades Training Initiative to better align with BC jobs was recently announced.

**College of the Rockies/Transitions**

Further to the topic of Trades, Jason Tichauer and I had the opportunity to meet with College of the Rockies Acting Vice President Education Marilyn Peterson to explore some possibilities of opening up greater opportunities both in the Trades and other dual credit options both in Cranbrook and the Elk Valley. Further conversations will be happening involving industry.

We also are pleased to continue to have the services of Brian Conrad as the Transitions Coordinator.

### **Music Monday**

I am writing this prior to Music Monday that takes place on Monday, May 5<sup>th</sup> but I know it will be fabulous and I have the privilege of being the MC. This year the venue has been moved indoors to the Tamarack Mall to ensure better acoustics (and avoid bad weather!) A “freeze mob” starts off the production that picks up all of the elementary choirs from the Cranbrook schools. Individual songs will also be performed by the elementary choirs along with Jazz Bands from Highlands and Gordon Terrace, Laurie Middle School and Mount Baker! Music is alive and well in School District 5! Once again, huge kudos go out to our dedicated music and band teachers of the district. You rock!

### **Travel**

I also had the opportunity to attend the Provincial **Changing Results for Young Readers Conference** in Vancouver with a very enthusiastic team that included 7 teachers, 1 administrator and Diane Casault. What a fantastic day that included reading expert Pat Johnson who has written the well-known book Catching Readers Before They Fall. On the same trip I also attended the BCSSA day with Ron Berger of Expeditionary Learning. He shared with us his journey in working in schools that transformed through student-engaged assessment. The stories and strategies he shared were very inspirational and I had a chance to share them with our administrators at our meeting the following week!

Attending the BCSTA Conference and AGM with 5 of our trustees was also a highlight. Great speakers, wonderful presentations and deep discussions about educational issues abounded. Being introduced to a new restaurant by the trustees was also fun!

*Enrolment report – see attached*

### **Finance/Operations Updates:**

- Personnel issues
- Posting Assistant Manager of Operations – Fernie Shop
- CUPE Bargaining Plan prep
- Joint Use Agreement meetings – City of Cranbrook
- Election By-law prep
- Audit prep
- Budget bylaw prep for May 13th

## **Update from the Director of Instruction/Student Learning**

### **StrongStart**

SD 5 & 6 worked in partnership with the Ministry of Education to provide the Early Childhood Educators (StrongStart facilitators) in our Region with access to relevant professional development. A regional day was hosted by SD 6 on Tuesday April 29th at Copper Point in Invermere. Catherine Jensen (BC Ministry Early Years Coordinator) reviewed: the Program Reflective Tool, the Early Learning Framework and then a discussion around Self-regulation and social emotional learning ended the day. At this time there is a continued commitment to support existing StrongStarts but no plans to add others.

### **Alternate Review**

The review of all alternate programs in SD 5 is wrapping up with a document to be presented at the June board meeting (STRIVE, APEX, KES, 2 Junior Alternates and Gauge). Thanks to all who have dedicated their time to this year-long process.

### **Technology update (PLN, MyEducationBC)**

LMS Completed the IBM Rollout

IDES Completed the IBM Rollout

RMES Completed the IBM Rollout

FLC Completed the IBM Rollout

HES They should be completed by end of April or early May. We have had some trouble with the switches but the tech department has managed to get the old switches working and are returning the new ones for ones that work. They should arrive soon. The HES staff is being trained this week and Joanne will be spending time in HES next week to make sure the transition goes well.

This summer we will be completing PMS, TMRES and we hope to include the Cranbrook Board Office as well.

Upgrades to the Provincial Learning Network ( PLNet) will be happening in the near future. Details have not been released yet on a time frame for the upgrade but we are ensured that all public schools will have access to very fast broadband as soon as possible. (K-12 Next Generation Broadband Network (NGN).

Imaging of repurposed computers is taking place and then they will be deployed where needed in the district. This is a slow process but we should be able to complete this before we go forward with MyEducationBC. This way the teachers will have the equipment to work with on the new system.

## **MyEducationBC**

Train-the-trainer is set for May. The District Implementation Team has scheduled meetings with various stakeholders to continue developing the plan and to organize for wave one implementation.

### **Update from the District Principal/Student Services**

The Alternate Program review document is being prepared and will return to stakeholders this month. The final report will be provided to the Board in June.

There has been a continued focus on the budget for next year. We have accounted for adjustments in the student population and support for those with unique needs. Budget preparation continues around planning for special populations programs, such as ESL and autism services.

Numerous information and planning meetings were attended this month: Allied Services with Interior Health Authority, and The Child and Youth Mental Health and Substance Use Collaborative Action Team.

Off the corner of my desk:

Science Fair was a great success. Eight SD5 schools sent a total of 107 students presenting 78 projects.

Website development continues with all schools.

### **Update from the Director of Instruction/Human Resources**

Staffing processes for the coming school year is now under way. Necessary District initiated teacher transfers of continuing teaching staff to meet budgetary requirements will be completed shortly. Once that has been completed, teacher initiated transfer requests will be considered. Following, the post and fill process for available teaching vacancies will begin starting May 16 or sooner. We anticipate 3 rounds of teacher postings by the end of the first week of July.

CUPE staffing processes will begin in the middle of May. The District will first issue any necessary layoff notices for budgetary reasons. Postings for available positions in schools will follow.

Qualified TTOCs, Educational Assistants and casual custodial position interviews are on-going. We will continue to advertise for more qualified personnel until we are able to eliminate replacement shortages.

We have several administrator vacancies that have opened this year due to principals and vice principals retiring. We will be looking to fill these positions shortly and would like to thank Keith Regular, Shirley McGale, Wendy Hogg and Mike Taylor for their many years

of dedicated service to students and staff of School District 5. Good luck in your retirement!

### **Update from the Director of Student Learning and Aboriginal Education:**

#### **Skills Training**

On March 7th, the College of the Rockies hosted the Regional Skills Canada event. Fifty Students from both the East and West Kootenays participated in a number of competitions! These included Cabinetmaking, Carpentry, TV/Video Production, Welding, CAD-Architectural, and CAD-Mechanical. The competitions were visited by over 300 elementary students from Cranbrook who participated in hands-on events including: Robotics, Blacksmithing, Designing a vehicle to safely transport an egg down a ramp, Worksafe BC, and Spaghetti Bridge Design contest. This event helped promote trades and technology to students.

The winners of the Regional competitions, along with two Robotics teams from Mount Baker Secondary advanced to the Provincials that were held in Abbotsford on April 9, 2014. The Robotics teams both finished in the top 3 of the province!

#### **Aboriginal Education**

This month we brought all Aboriginal Education Support Workers together to discuss cultural and curricular resources. We have been working on standardizing the grade and class level of specific resources to maximize resources and avoid duplications. A new permanent Aboriginal Education Support Worker was hired for both schools in Elkford!

Also, I attended a LEA workshop put on by FNEESC and hosted by St. Eugene's. There were representatives from SD 5, 6 and 8, as well as independent band school representatives. This was a very informative day centered on the development of LEAs, with examples given from other districts.

As well, the First Peoples Principles of Learning was shared with Principals and Vice Principals at the leadership meeting in April. This important document will help shape how aboriginal education initiatives are engrained in the new K-9 curriculum.

#### **Safe Schools Coordinator**

The Directors of Student Learning are meeting to talk about the Indefinite Suspension Process, with discussions ranging from Code of Conduct additions, the purpose of the suspension hearing, the form of the suspension hearing, the role of Violence/Threat Risk Assessment in Codes of Conduct, and purpose behind alcohol or drug indefinite suspensions.

As well, a new safety 'one pager' produced to simplify communication with school based personnel was presented at the leadership meeting to Principals and Vice Principals.

**Important Dates for Trustees:**

BCPSEA Regional Meeting – May 8  
Committee Meetings – May 26

Lynn Hauptman  
Superintendent

School District 5 Enrolment - May, 2014

School	Student Funded FTE Feb.01.14	Student FTE May 1.14	Difference
Amy Woodland Elementary	247	256	9
Elkford Elem/Secondary	162.75	161.5	-1.25
Fernie Secondary	295	298.5	4
Frank J. Mitchell Elementary	344	353	9
Gordon Terrace Elementary	282	281	(1)
Highlands Elementary	241	244	3
Isabella Dicken Elementary	349	350	1
Jaffray Elem. Junior Secondary	169	165	-4
Kootenay Discovery School	32.12	10	(22)
Kootenay Educational Services	59	64.375	5.375
Kootenay Orchards Elementary	229	227	(2)
Laurie Middle	302	297	-5
Mount Baker Secondary	862.25	846.875	(15)
Parkland Middle	467.76	468.75	0.99
Pinewood Elementary	113	116	3
Rocky Mountain Elementary	233	234	1
Sparwood Secondary	249.62	246	(4)
Steeple Elementary	142	133	-9
T.M. Roberts Elementary	357	356	(1)
<b>Total District</b>	<b>5136.5</b>	<b>5108</b>	<b>-29</b>