



The Board of Education of  
School District No.5 (Southeast Kootenay)  
**AGENDA - REGULAR PUBLIC MEETING**

June 11, 2019, 3:00 p.m.  
Cranbrook Board Office

**Pages**

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

I want to acknowledge that we have gathered here in the Homelands of the Ktunaxa people.

**1.2 Consideration and Approval of Agenda**

M/S that the agenda for the regular public meeting of the Board of Education of June 11, 2019 be approved as [circulated / amended].

**1.3 Approval of the Minutes**

4

M/S that the minutes of the regular public meeting of the Board of Education of May 14, 2019 be approved as [circulated/amended].

**1.4 Receipt of Records of Closed Meetings**

11

M/S to accept the closed records of the in-camera meeting of the Board of Education of May 14, 2019.

**1.5 Business Arising from Previous Minutes**

**1.6 Receiving of Delegations/Presentations**

**1.6.1 Therapeutic PAWS of Canada (Cranbrook/Kimberley)**

**1.6.2 Teacher Inquiry Project**

**2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS**

**2.1 Advocacy/Education Committee**

12

M/S that the Board accept the report of the Advocacy/Education Committee.

<b>2.2</b>	<b>Policy Committee</b>	<b>15</b>
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**RECOMMENDATION A**

M/S that Revised Policy 5.5 Curricular Field Studies and Extra Curricular School Trips be approved by the Board of Education.

M/S that the Board accept the report of the Policy Committee.

<b>2.3</b>	<b>Student Services Committee</b>	<b>22</b>
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M/S that the Board accept the report of the Student Services Committee.

<b>2.4</b>	<b>Finance/Operations/Personnel Committee</b>	<b>25</b>
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M/S that the Board accept the report of the Finance/Operations/Personnel Committee.

**2.5 BCSTA /Provincial Council**

**2.6 Communications/Media Committee**

M/S to accept the report of the Communications/Media Committee.

**2.7 Mount Baker Secondary School Replacement Committee**

M/S to accept the report of the Mount Baker Secondary School Replacement Committee.

**2.8 Key City Theatre**

M/S to accept the report of the Key City Theatre.

**2.9 Legacy of Learning**

M/S to accept the Legacy of Learning report.

**2.10 Trustee Reports**

**3. SECRETARY TREASURER'S REPORT TO THE BOARD**

Reporting on (finances/budget, capital projects, facilities, operations/maintenance/transportation)

M/S that the [date] Secretary Treasurer's report be accepted as presented.

**3.1 19/20 Annual Budget**

M/S read a third and final time the 2019/20 Annual Budget for the amount of \$73,133,613 on June 11, 2019.

### **3.2 19/20 Capital Plan Bylaw**

27

M/S that the Board of Education read a first time, the Capital Project Bylaw, the 11th day of June, 2019.

M/S that the Board of Education read a second time, the Capital Project Bylaw, the 11th day of June, 2019.

M/S that the Board of Education read a third time, the Capital Project Bylaw, the 11th day of June, 2019.

### **3.3 5 Year Capital Plan**

### **3.4 Emotet Virus**

## **4. SUPERINTENDENT'S REPORT TO THE BOARD**

32

M/S that the June Superintendent's Report to the Board of Education be accepted as presented.

## **5. CHAIRPERSON'S REPORT**

## **6. NEW BUSINESS**

### **6.1 Business Arising from Delegations**

## **7. TRUSTEE BOUQUETS**

## **8. ITEMS FOR INFORMATION/CORRESPONDENCE**

## **9. QUESTION PERIOD**

## **10. LATE ITEMS**

## **11. ADJOURNMENT**

"What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?"

M/S that the June 11, 2019 regular public meeting of the Board of Education adjourn at [time].



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES - REGULAR PUBLIC MEETING**

**May 14, 2019, 3:00 p.m.  
Elkford Secondary School**

**Present:** Chairperson Lento  
Trustee Bellina – by Zoom  
Trustee Damstrom  
Trustee Johns  
Trustee Kitt  
Trustee McPhee  
Trustee Turner  
Trustee Whalen – by Zoom

**Regrets:** Trustee Ayling

**Staff Present:** Secretary Treasurer, A. Rice  
Director of Instruction/Human Resources, B. Reimer  
Director of Instruction/Student Learning, D. Casault  
Director of Student Learning/Aboriginal Education, J. Tichauer  
Executive Assistant (Recorder), S. Gronlund

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Chairperson Lento called the May 14, 2019 regular public meeting of the Board of Education to order at 3:20 p.m.

**1.2 Consideration and Approval of Agenda**

Additions: 6.2 Pride Banner at the School Board Office  
8.0 Trustee Johns Announcement

**MOTION-19-R-75**

M/S that the agenda for the regular public meeting of the Board of Education of May 14, 2019 be approved as amended.

**CARRIED**

**1.3 Approval of the Minutes**

Minutes of the Public meeting of the Board of Education of April 9, 2019.

**MOTION-19-R-76**

M/S that the minutes of the regular public meeting of the Board of Education of April 9, 2019 be approved as circulated.

**CARRIED**

**1.4 Receipt of Records of Closed Meetings**

**MOTION-19-R-77**

M/S to accept the closed records of the in-camera meeting of the Board of Education of April 9, 2019.

**CARRIED**

**1.5 Business Arising from Previous Minutes**

Nil.

**1.6 Receiving of Delegations/Presentations**

**1.6.1 Canadian Parent for French**

Did not show.

**1.6.2 Human Resources - Elkford Secondary School**

Three members of the Elkford Secondary School PAC presented two letters to the Board with concerns regarding mental health at the school.

Discussion:

- The Board acknowledged their concerns and thanked them for coming forward.
- Rocky Mountain Elementary School is also identifying mental health concerns with some of their students.
- The Board appreciates the concerns and will do the best they can to help.
- There is a lack of services for Mental Health in the District of Elkford.

Chair Lento thanked the PAC members for coming to present their concerns and promised the Board will do what they can to help.

**2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS**

**2.1 Advocacy/Education Committee**

Co-chair Trustee Whalen reviewed the minutes of the April 29, 2019 meeting of the Advocacy/Education Committee.

**MOTION-19-R-78**

M/S that the Board approve the 2020/2021 draft calendar incorporating the change of the PSA day.

**CARRIED**

Chair Lento would like to see the colours go back to Red in the Calendars for transparency. This will be discussed at a Committee meeting further.

**MOTION-19-R-79**

M/S that the Board accept the report of the Advocacy/Education Committee.

**CARRIED**

**2.2 Policy Committee**

Co-chair Trustee Turner reviewed the minutes of the April 29, 2019 meeting of the Policy Committee.

**MOTION-19-R-80**

M/S that the Board of Education put forth a motion to the next BCSTA Directors to go to the BCSTA AGM as follows:

That the Ministry of Education support the implementation of new curriculum with recommended resources and implementation planning time for teachers, both collaboratively and individually, to view and choose resources that align with the new curriculum and support student learning.

**CARRIED**

**MOTION-19-R-81**

M/S that the Board of Education send a letter to the Ministry of Education, cc'd to all school districts, requesting the following:

That the Ministry of Education support the implementation of new curriculum with recommended resources and implementation planning time for teachers, both collaboratively and individually, to view and choose resources that align with the new curriculum and support student learning.

**CARRIED**

**MOTION-19-R-82**

M/S that the Board accept the report of the Policy Committee.

**CARRIED**

**2.3 Student Services Committee**

Co-chair McPhee reviewed the minutes of the April 29, 2019 meeting of the Student Services Committee.

**MOTION-19-R-83**

M/S that the Board accept the report of the Student Services Committee.

**CARRIED**

**2.4 Finance/Operations/Personnel Committee**

Co-chair Trustee Kitt reviewed the minutes of the April 29, 2019 meeting of the Finance/Operations/Personnel Committee.

**MOTION-19-R-84**

M/S that the Board ask Mr. Norum to formulate a summary of the impact the 22 Recommendations from the New Funding Model Review specific to our District and then form a committee with staff and Board members to review the letters from other Districts and formulate a submission to the Ministry of Education.

**CARRIED**

**MOTION-19-R-85**

M/S that the Board form an Adhoc Committee with Trustee Johns as Chair, Alan Rice as Vice-Chair and Jason Tichauer representing the District, to review the letters from other school districts and formulate a submission on the 22 Recommendations of the “New Funding Model Review” to the Ministry of Education.

**CARRIED**

Trustee Johns has distributed all information he has received related to the New Funding Model Review to the Board.

**MOTION-19-R-86**

M/S that the Board accept the report of the Finance/Operations/Personnel Committee.

**CARRIED**

**2.5 BCSTA /Provincial Council**

Trustee Bellina has sent her report from the BCSTA AGM to the Board. She would like to add that Motion #21 - Indigenous Mental Health training for School counsellors and Motion #27 - Capital funding to eliminate sources of lead in water in schools were CARRIED.

Trustee Bellina mentioned to Mr. Tichauer that the new president of BCSTA, Stephanie Higginson, would like to learn how to introduce ourselves in the language of the First Nations on whose land we meet. Trustee Bellina asked if Mr. Tichauer could ask Joe Pierre, one of our Aboriginal Education Coordinators, to give us some advice on how to go about doing this.

**MOTION-19-R-87**

M/S that the Board accept the report of the BCSTA/Provincial Council.

**CARRIED**

**2.6 Communications/Media Committee**

No Report.

**2.7 Mount Baker Secondary School Replacement Committee**

Trustee Johns had nothing to report.

**MOTION-19-R-88**

M/S to accept the report of the Mount Baker Secondary School Replacement Committee.

**CARRIED**

**2.8 Key City Theatre**

Trustee McPhee reported the following:

- It is coming up to the end of the School year and the Key City will be coming up with new events in June.
- Mics need to be replaced because the Ban frequency is not private.
- A driveable lift is required to change lighting. The lift currently used is not safe.
- The Key City Society is applying for funding from Columbia Basin Trust to help with these items.

- The presentation at the Key City Theatre of the effects the amount of screen time has on children was very good.
- The steering Committee is meeting with Rob Gay next week with regards to securing sustainable funding from the Regional District of EK.

**MOTION-19-R-89**

M/S to accept the report of the Key City Theatre.

**CARRIED**

**2.9 Legacy of Learning**

Trustee Johns reported that the Legacy is still working to gather more information on Isabella Dicken Elementary School.

The Legacy of Learning is pursuing other means of funding for the copying of materials as the Columbia Basin Trust does not give on going funding.

**MOTION-19-R-90**

M/S to accept the Legacy of Learning report.

**CARRIED**

**2.10 Trustee Reports**

Trustees reported on their activities for the month.

**3. SECRETARY TREASURER'S REPORT TO THE BOARD**

**3.1 2019/20 Annual Budget**

One item they have been working on is the Project Definition Report (PDR) for Isabella Dicken Elementary School. This PDR has to be approved by the Ministry of Education and the Treasury Board before the expansion of this school can begin.

The Accounting Department is currently getting ready for the Annual Audit that takes place during the summer.

Mr. Rice put forward the question of when Mount Baker Secondary School will be replaced to a BCASBO Representative. Meetings are set up with Rachelle Ray will find out what is required to have our voice heard in regards to the Mount Baker Secondary School replacement.

**MOTION-19-R-91**

M/S read a first time the 2019/20 Annual Budget for the amount of \$73,133,613 on May 14, 2019.

**CARRIED**

**MOTION-19-R-92**

M/S read a second time the 2019/20 Annual Budget for the amount of \$73,133,613 on May 14, 2019.

**CARRIED**

**MOTION-19-R-93**

M/S that the May Secretary Treasurer's report be accepted as presented.

**CARRIED**



**4. SUPERINTENDENT'S REPORT TO THE BOARD**

Superintendent Hauptman's report can be found on the School District's website at [www.sd5.bc.ca](http://www.sd5.bc.ca).

Chair Lento asked the Directors to report on their departments.

**MOTION-19-R-94**

M/S that the May Superintendent's Report to the Board of Education be accepted as presented.

**CARRIED**

**5. CHAIRPERSON'S REPORT**

Nothing to report.

**6. NEW BUSINESS**

**6.1 Business Arising from Delegations**

Chair Lento reported that based on the Elkford PAC's presentation early in this meeting, we need to look at some ways to mentor and support the Counsellor at Elkford Secondary School.

Jason Tichauer asked and received the Board's support in him speaking to some of Cranbrook's support Partners to ask for their help in setting up some support for Elkford Secondary School.

**6.2 Pride Banner at the School Board Office**

Trustee Johns has a quote from Sidekick for a 4' long 2' high banner to affix to the right side of the entrance to the School Board Office. He would like to invest in two of these banners as repainting the fading colours of our painted Pride sidewalk each year would cost approximately \$200 per year.

**MOTION-19-R-95**

M/S that the Board approve the purchase of two Pride Banners to affix to the outside wall of the School Board office.

**CARRIED**

**7. TRUSTEE BOUQUETS**

Trustee Bellina thanked the Board for the gift basket and to Alan Rice and Lynn Hauptman for their support at the BCSTA AGM.

Trustee McPhee sends Bouquets to all of the staff at Elementary schools this busy time of year with all of the planned activities for the students.

Trustee Kitt thanked the Elkford Secondary School PAC for the letters they presented to the Board and thanked the Board for taking them into consideration.

Trustee Damstrom thanked all the Staff for the extra time and work they have put in.

Trustee Whalen thanked District staff that brought Screen Agers into our district.

**8. ITEMS FOR INFORMATION/CORRESPONDENCE**

**8.1 Trustee Johns Announcement**

The Annual Teacher Inquiry Process will take place Thursday, May 23, 2019 from 3:30 p.m. – 4:00 p.m.

**9. QUESTION PERIOD**

Nil.

**10. LATE ITEMS**

Nil

**11. ADJOURNMENT**

**MOTION-19-R-96**

M/S that the May 14, 2019 regular public meeting of the Board of Education adjourn at 4:45 p.m.

**CARRIED**

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Frank Lento, Chairperson

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Alan Rice, Secretary Treasurer



#### 1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

##### **In-camera Meeting May 14, 2019**

- Finance/Operations/Personnel Committee report
  - Exempt Compensation
  - Bargaining Update
  - Personnel
- BCPSEA Representative Report
- Superintendent's Report
  - Staffing Update

Alan Rice  
Secretary Treasurer



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES - ADVOCACY/EDUCATION  
COMMITTEE MEETING**

**May 27, 2019 9:30 a.m.**

**Board Office**

Committee Members  
In Attendance:

Trustee Bellina  
Trustee Turner  
Trustee Ayling

Regrets:

Trustee Whalen

Board/District Staff in  
Attendance:

Trustee McPhee  
Trustee Johns  
Trustee Kitt  
Trustee Damstrom  
Lynn Hauptman, Superintendent  
Jason Tichauer, Director, Student Learning  
Diane Casault, Director, Student Learning  
Darcy Verbeurgt, District Principal  
Jennifer Roberts, District Principal  
Gail Rousseau, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

I want to acknowledge that we have gathered here in the Homelands of the Ktunaxa people.

**1.1 Call to Order**

The Advocacy/Education Committee Meeting of May 27, 2019 was called to order at 9:32 a.m. by Co-Chair Ayling.

**1.2 Approval of Agenda**

M/S that the agenda of the Advocacy/Education Committee meeting of May 27, 2019 is approved as circulated.

**1.3 Approval of Minutes**

Chairperson Lento's comments at the April 29<sup>th</sup> Advocacy/Education Committee meeting following his request to rise on a point of order to Co-Chair Whalen were as follows:

*“Madame Chair, I would like to take this opportunity to acknowledge our Superintendent’s official notice of retirement. On behalf of the Board, our Parents and particularly our students; Lynn, we are grateful for your commitment, dedication and devotion to our students and to all our staff. We wish you nothing but the best in your well-deserved retirement.”*

M/S that the minutes of the Advocacy/Education Committee meeting of April 29, 2019 be approved as amended.

**2. PRESENTATIONS**

**2.1 COTR: Partnership, HUB and in-situ sharing – Diana Dearden**

University of Victoria, Teacher Education Program Coordinator Diana Dearden presented information about the benefits and successes of the In-situ program at Steeples Elementary School. This Program has been well received by school partners and teacher candidates. It is hugely successful due to the strong relationship with School District 5. Next steps:

- continue working with Steeples Elementary School
- gather informally in September to bring Steeples Elementary School staff and College of the Rockies staff together to build relationships
- debrief Steeples Elementary school staff, College of the Rockies instructors and teachers in the field to determine what worked and what can be done better
- work out the scheduling kinks
- refine in-situ practice
- determine how can we make this happen in other schools in School District 5
- continue to share feedback with School District 5 administration, schools teams and management
- host the next Kootenay Hub in Cranbrook in the Spring of 2020

Trustees commented that it was nice to see the majority of teacher candidates coming from the Kootenays and how fortunate we are to have this program here in School District 5.

**3. ITEMS FORWARDED FROM PREVIOUS MEETING – nil**

**4. CORRESPONDENCE AND/OR NEW ITEMS**

**4.1 DSAC Report** – next meeting will be held on June 7 at Tobacco Plains.

**4.2 DPAC Report**

Trustee Turner had the following report:

- Discussed the AGM by those who attended; lots of work but lots was learned
- Laurie Middle School Band won a silver medal in Kamloops; nice to see our band/music programs thriving

#### **4.3 School Fees – For Trustees information only.**

Director, Jason Tichauer reviewed the annual practice of reporting School Fees with the Committee. A discussion took place around questions about fees for optional activities, trip costs, shop fees and the communication by staff/administration of optional activities to parents. Further information/clarification will be provided at the next meeting.

### **5. BCSTA LETTERS**

#### **5.1 Funding Model Review Recommendations**

##### **5.1.1 Letter from Minister to Education Partners**

Receive and file.

##### **5.1.2 SD75**

Receive and file.

##### **5.1.3 SD44**

Receive and file.

##### **5.1.4 Letter from Minister to Education Partners re summary**

Receive and file.

##### **5.1.5 Letter from Minister to Education Partners re questions**

Receive and file.

##### **5.1.6 SD38**

Receive and file.

##### **5.1.7 SD28**

Receive and file.

##### **5.1.8 SD63**

Receive and file.

The Funding Model Review Ad Hoc Committee is meeting on Wednesday, May 29, 2019. This meeting is open to any Trustees that would like to participate. Since these letters are a continuation of letters at last months' meeting, these letters will be referred to the Funding Model Review Ad Hoc Committee meeting on Wednesday. District Management has provided their input to the Funding Model Review Recommendations and Trustee Bellina will send in her comments about these particular letters to Secretary-Treasurer Alan Rice.

### **6. ADJOURNMENT**

The Advocacy/Education Committee meeting was adjourned at 10:15 a.m.



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
Minutes – Policy Committee**

**May 27, 2019, 11:30 a.m.  
Board Office**

**Committee Members  
In Attendance:** Co-Chair Trustee Turner  
Co-Chair Trustee Ayling  
Trustee McPhee

**Regrets:** Trustee Whalen

**Board/District Staff in  
Attendance:** Chairperson Lento  
Trustee Bellina (by Zoom)  
Trustee Damstrom  
Trustee Johns  
Trustee Kitt  
Lynn Hauptman, Superintendent  
Diane Casault, Director of Student Learning/Innovation  
Jason Tichauer, Director of Student Learning/Aboriginal Education  
Darcy Verbeurgt, District Principal/Student Services  
Jennifer Roberts, District Principal/Transformative Learning  
Janice Paetz, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1. Call to Order**

The Policy Committee meeting of May 27, 2019 was called to order at 10:50 a.m. by Co-Chair Trustee Turner.

**1.2. Approval of the Agenda**

**POL-2019-07**

Addition: 4.1 Interior Health Correspondence

M/S that the agenda for the Policy Committee meeting of May 27, 2019 be approved as amended.

### 1.3. Approval of the Minutes

#### POL-2019-08

M/S that the minutes of the Policy Committee meeting of April 29, 2019 be approved as circulated.

## 2. POLICIES APPROVED BY THE BOARD SINCE LAST MEETING

Nil

## 3. BUSINESS ARISING FROM PREVIOUS MEETING

### 3.1 Revised 5.5 Curricular Field Studies and Extra Curricular School Trips

Discussion Included:

- Mrs. Casault reviewed feedback from partner groups
- Youth Safe Outdoor guidelines were revised in 2017, which are what we are using to develop our policy and regulations
- forms and lists for schools to use are being reviewed and updated in the district portal as they are ready
- our YSO team will be meeting again in June and will be looking at the regulations for 5.5 and the volunteer policy
- all PVPs have been trained on the guidelines and YSO website
- all teachers have information on how to log in and use the YSO website
- a field set has been created in MyEd which allows schools/teachers to select the students going on the trip and run a report which provides all relevant information needed (i.e. medical, emergency contacts, etc.)
- we will be looking at options regarding the cell phone back-up for when a teacher doesn't have one

#### **Recommendation A**

*"M/S that Revised Policy 5.5 Curricular Field Studies and Extra Curricular School Trips be approved by the Board of Education."*

## 4. CORRESPONDENCE AND/OR NEW ITEMS

### 4.1 Interior Health Correspondence

We recently received correspondence from Interior Health reminding us to ensure our signage and policies pertaining to the use of tobacco, cannabis and/or vapor products are up to date with current information.

Discussion included:

- information from Interior Health will be reviewed and any required changes will be brought forward to the September meeting
- we will review signage on all sites/buildings
- might be a good idea to remind parents about our policies as well.



**5. INFORMATION ITEMS**

Nil

**6. ADJOURNMENT**

The meeting adjourned at 11:10 p.m.

"What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?"

# THE BOARD OF EDUCATION OF SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)

## POLICY

## CURRICULAR FIELD STUDIES AND EXTRA-CURRICULAR SCHOOL TRIPS

### SECTION 5.5

The Board of Education recognizes the benefits of curricular and extra-curricular activities are an integral part of a student's education. The Board of Education therefore encourages and supports curricular field studies and extra-curricular school trips as a viable method of enriching the learning situation for students, to develop their sense of responsibility and to develop the student's physical and mental well-being.

Equally essential to accessing rich learning environments and first hand observations, is the care and consideration given to planning. The Board of Education recognizes the benefits of using *Youth Safe Outdoors: Off-site Experience Safety for BC Schools* as a resource for Board Trustees, Administrators, Teachers, Parents/Guardians and Students to support safe off-site experiences, outdoor pursuits, aquatic activities and travel.

It is of paramount importance that curricular and extra-curricular activities are selected, planned, organized, and conducted in the context of:

- Clear benefit to students
- Safety and security of all participants
- Planning must be inclusive of all learners
- Alternate educational activities must be provided for students unable to participate
- Risk assessment and management of off-site activities
- Protection of students, staff, volunteers and the School District.

### AUTHORIZATION

#### Authorization at the Board Level (Board of Education)

- The curricular or extra-curricular school trip is beyond the geographic boundaries of Canada and the Mainland of the United States.
- Travel requests that require Board authorization must be presented to the Board at least three months prior to the commencement of the trip.

#### Authorization at the District Level (Superintendent or Designate)

- The curricular or extra-curricular school trip is within Canada and the Mainland of the United States, excluding British Columbia, Alberta or the states of Washington, Idaho or Montana.
- Travel requests that require authorization of the Superintendent must be submitted fourteen

days prior to the commencement of the trip

Authorization at the School Level (Principal/Vice-Principal)

- The curricular field study or extra-curricular school trip is within the boundaries of British Columbia, Alberta or the states of Washington, Idaho or Montana.
- Authorization and adequate supervision to be determined by the Principal/Vice-Principal of the school and is to be commensurate with the planned activity.
- Notification of all field studies or activities outside of the District or those considered to be higher care outings must be sent to the Office of the Superintendent.

**Related Bylaws, Policies, Contracts and Regulations:**

Regulations 5.5R Curricular Field Studies and Extra-Curricular School Trips

# **THE BOARD OF EDUCATION OF SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)**

## **REGULATIONS**

## **CURRICULAR FIELD STUDIES AND EXTRA-CURRICULAR SCHOOL TRIPS**

### **SECTION 5.5R**

#### **SUPERVISION**

All curricular and extra-curricular school trips must be supervised by at least one teacher/School District 5 employee or by an approved community volunteer. Principals will screen volunteers who are not employees of the school district for appropriate knowledge, skills and aptitude to ensure student safety. All supervisors must complete the District Orientation Program.

The recommended supervision ratio for curricular or extra-curricular trips is one adult for every 15 students. The school principal has the discretion to adjust the number of adult supervisors that is required for each activity based on these guiding principles:

- The nature of the activity (level of risk)
- The demographics of the students (age, experience, special needs, etc.)
- The experience of the teacher (specific to the field trip)
- The location (distance from school, type of facility [i.e. swimming pool has life guards])

For co-ed student overnight trips adult supervision will consist of one male and one female person. For non-co-ed student overnight trips, the adult supervision will consist of at least one person of the same gender as the team members. Criminal record checks need to be conducted for all chaperones/supervisors prior to overnight and extended activities.

A cell phone and a first aid kit need to be available on all field trips for use in case of an emergency.

#### **TEACHER PLANNING CHECKLIST**

A teacher or teachers planning a curricular or extra-curricular school trip and Principals or District staff members considering the authorization of such trips must exercise due diligence to ensure that:

1. The educational objectives are structured in accordance with the curriculum.
2. The conditions for the safety, comfort and physical well-being of participants are being met.
3. The staff, volunteers and/or service providers are suitably trained and qualified.
4. The locations used are appropriate and safe for the activity(ies) and group.
5. The equipment to be used is deemed appropriate and safe.
6. A safety plan is in place to identify and manage known potential risks.
7. Safety procedures have been established among the supervisors and students in case of an emergency (life-saving, emergency transportation, first-aid, emergency contact person, communication system, etc.)

8. The cost to the student(s) and/or to the school.

9. All students have the opportunity to participate whenever appropriate as per the goals of their IEP.
10. Provisions for effective communication of field trip objectives and itinerary to parents, students and field trip supervisors are made.
11. There is appropriate insurance coverage for out of country travel.

### **For Skiing and Snow Boarding Trips**

1. Ski hill must provide a copy of all pre-trip requirements and materials for students and parents.
2. Have a safety/orientation meeting for all participating students (view the [Canada West Ski Area Association video](#)).
3. Ensure lessons are mandatory.
4. Ensure students and parents are made aware of the Lift Ticket Waiver.
5. In the event of a serious accident, contact the Board's Insurance Agent right away (School Protection Program).

Employees/community volunteers will take all reasonable care to ensure the safety of students during activities, including ensuring the following:

1. The School's Code of Conduct will apply at all times during school-sponsored activities.
2. The School will provide a detailed itinerary for parents and students that includes an assessment of the potential risks associated with the planned activities.
3. The Principal will ensure an adequate number of Supervisors who are appropriately trained for the activity in question are provided during the course of the planned activity.
4. A student may not participate in a School-sponsored activity until the School has received a completed Consent and Acknowledgement of Risk Form as provided by the School.

### **Use of the Consent and Acknowledgement of Risk Form**

Informed consent is a person's agreement to allow something to happen that is based on full disclosure of facts needed to make the decision intelligently.

One consent form may be used to provide consent for multiple low-risk local area field trips. Where multiple trips are included on one form, all references in this policy referring to a singular field trip apply to the multiple trips. Where consent for multiple low-risk local area field trips is in effect, schools must ensure that the parents/guardians are notified of the dates of the planned activities prior to each trip, on a trip by trip basis.

Medical information will be collected at the beginning of the school year and will be kept on file. Parents/Guardians are expected to update the information as changes occur. An Off-site Experience Emergency Medical Information form must be included with the Consent and Acknowledgement of Risk form for all higher-risk or overnight trips.

### **Related Bylaws, Policies, Contracts and Regulations:**

Policy 5.5 Curricular Field Studies and Extra-Curricular School Trips



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES - STUDENT SERVICES MEETING**

**May 27, 2019, 10:30 a.m.  
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee McPhee  
Co-Chair Trustee Damstrom  
Trustee Johns  
Trustee Kitt

Board/District Staff in Attendance: Chairperson Lento  
Trustee Turner  
Trustee Ayling  
Trustee Bellina (by Zoom)  
L. Hauptman, Superintendent of Schools  
D. Casault, Director of Student Learning and Innovation  
J. Tichauer, Director of Student Learning and Aboriginal Education  
D. Verbeurgt, District Principal Student Services  
J. Nixon, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

The Special Education Student Services meeting of May 27, 2019 was called to order at 10:26 am by Co-Chair McPhee.

**1.2 Approval of the Agenda**

Additions: 3.1 Behaviour Intervention Program Articles from  
Cranbrook Townsman May 10 & 16, 2019

4.1 Social Emotional Learning Centre – Next Steps

M/S that the agenda for the Special Education Student Services Meeting of May 27, 2019 be approved as amended.

### **1.3 Approval of the Minutes**

M/S that the minutes of the Special Education Student Services meeting of April 29, 2019 be approved as amended.

## **2. BUSINESS ARISING FROM PREVIOUS MINUTES**

### **2.1 Special Education Tracking Summary**

Diane Casault discussed School District 5 Special Education data analytics currently in the process of being completed. Data includes the following:

- Total Special Education Students by School
- Total Special Education Percentage by School Population
- Overall Total Special Education Percentage by District Population
- Student Services Requests for Services by School including School Psychologist, School Counsellor, Speech Language Pathologist, Youth Care Worker and Behaviour Interventionist
- Staffing allotments (including Education Assistants, Counsellors, Speech Language Pathologists, Student Services Teachers, Youth Care Workers)

Trustee Johns requested this data be available both electronically and in hard copy by Monday, June 3, 2019, as it will be helpful information for the funding model review with the Select Standing Committee.

Trustee Johns also reviewed with the Student Services Meeting attendees the list of items to be reviewed at the Select Standing Committee including:

- MBSS replacement
- Student Services

Trustee Ayling also recommended the discussion of Graduation Assessments (Letter written by Board of Education on April 8)

Trustee Damstrom discussed the importance of reviewing the trends in Special Education data to see where supports are required.

Co-Chair McPhee also asked to have information available on the IEP review process.

### **2.2 Support for Laurie Middle School**

Diane Casault updated the Committee on the ongoing process of restructuring room locations in Laurie Middle School. Mrs. Casault and Mrs. Sartorel have connected with Kootenay Educational Services (KES) to review criteria for admittance, intake processes and program delivery.

Trustee Kitt asked that the Committee be kept informed and updated with the implementation progress. Update to be included at the June 11 Board meeting.

Superintendent Hauptman reiterated that the program already exists and will be slightly modified and continuously reviewed to make sure it is working.

Trustee Turner felt it was important to identify short-term changes and give support to the program going forward.

Trustee Johns requested that the program be continuously updated and monitored.

Trustee Damstrom asked that this item remain on the agenda for future Student Services Meetings.

### **3. CORRESPONDENCE AND/OR NEW ITEMS**

#### **3.1 Behaviour Intervention Program in Cranbrook**

Discussed articles in the Cranbrook Townsman on May 10 and May 16, 2019 (*attached*).

Trustee Turner queried if there were any available facility spaces available for a Behaviour Intervention Program within School District 5 buildings. Currently our schools are near capacity and would not have available space. Darcy Verbeurgt suggested that this would be a conflict of interest for CUPE as it crosses over into the school age of children (age 6).

### **4. INFORMATION ITEMS**

#### **4.1 Social Emotional Learning Centre Next Steps**

Mrs. Casault updated the Committee on the logistics and planning for the Social Emotional Learning Centre at Steeples Elementary School. Items being reviewed with Darcy Verbeurgt include: meeting to develop posting teaching position as well as Youth Care Worker support, meet with Steeples Principal to discuss space and equipment needs, meet with Behaviour Specialist Teacher, Megan Stasuik to discuss program, as well as discuss the intake and referral process.

Trustee Johns requested an update to these items at the Board Meeting on June 11, 2019.

### **5. ADJOURNMENT**

The meeting was adjourned at 10:50 am.





**The Board of Education of  
School District No.5 (Southeast Kootenay)**

**MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)**

**May 27, 2019, 12:30 p.m.  
Cranbrook Board Office**

Committee Members in Attendance:	Trustee Johns (Co-chair) Trustee Kitt (Co-chair) Trustee Bellina – by Zoom Trustee Damstrom
Board/District Staff in Attendance:	Trustee Ayling Chairperson Lento Trustee McPhee Trustee Turner Superintendent, L. Hauptman Secretary Treasurer, A. Rice Director of Instruction/Human Resources, B. Reimer Director of Student Learning/Aboriginal Education, J. Tichauer Director of Student Learning and Innovation, D. Casault District Principal/Student Services, D. Verbeurgt Sandy Gronlund, Executive Assistant (Recorder)
Regrets:	Trustee Whalen

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

The public Finance/Operations/Personnel Committee meeting of May 27, 2019 was called to order at 11:20 a.m. by Co-chair Trustee Kitt.

**1.2 Approval of the Agenda**

M/S that the agenda of the public Finance/Operations/Personnel Committee meeting of May 27, 2019 be approved as circulated.

**1.3 Approval of the Minutes**

M/S that the minutes of the public Finance/Operations/Personnel Committee meeting of April 29, 2019 be approved as circulated/amended.

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil.

**3. DELEGATIONS/PRESENTATIONS**

Nil.

**4. NEW BUSINESS**

**4.1 Budget**

Mr. Rice reported that the 19/20 Budget Working Session went very well last Thursday. There are a couple of items that need to be tweaked and then the 19/20 Annual Budget will be ready for the 3<sup>rd</sup> and Final reading at the June 11 Board meeting.

**4.2 Select Standing Committee**

The Select Standing Committee on Finance and Government Services: Annual Budget Consultation will be on June 11, 2019 in Kimberley this year. Trustee Johns will be presenting for School District No. 5 by teleconference this year.

**5. ITEMS FOR INFORMATION**

**5.1 Finance Report**

Mr. Rice reviewed the Finance report with the Board that is attached to the Agenda. He reported that spending is on schedule to stay within Budget for 2018/19.

**6. QUESTION PERIOD**

Nil.

**7. LATE ITEMS**

Nil.

**8. ADJOURNMENT**

The public Finance/Operations/Personnel Committee meeting of May 27, 2019 adjourned at 11:27.



March 1, 2019

Ref: 208254

To: Secretary-Treasurer and Superintendent  
School District No. 5 (Southeast Kootenay)

**Capital Plan Bylaw No. 2019/20-CPSD05-01**

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2019/20

This letter is in response to your School District's 2019/20 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2018, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Please note that all school districts are required to keep project approval information confidential until after the Province has issued News Releases to the public on March 6th. Additionally, school districts receiving approval and funding specifically from the Playground Equipment Program (PEP) are required to keep that project information confidential until further written notice from the Ministry of Education.

Below you will see the major capital projects supported to proceed with Project Definition Reports (PDRs) as well as minor capital projects from the Ministry's 2019/20 annual capital programs that are approved for funding and are able to proceed to procurement.

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**Ministry of  
Education**

Capital Management Branch  
Resource Management  
Division

Mailing Address:  
PO Box 9151 Stn Prov Govt  
Victoria BC V8W 9H1

Location:  
5<sup>th</sup> Floor, 620 Superior St  
Victoria BC V8V 1V2

**MAJOR CAPITAL PROJECTS (SMP, EXP)**

**New Projects**

Project #	Project Name	Project Type	Next Steps
127790	Isabella Dicken Elementary	Addition	Submit draft PDR to Planning Officer by Oct. 1, 2019.

Note: A PDR should normally be expected to be finalized within two months following the draft PDR deadlines noted above. After a draft PDR is submitted to the Ministry, follow-up meetings will be scheduled by your respective Regional Director or Planning Officer to confirm scope, schedule, and budget details and the terms of project approval for the projects listed above. Also note that Capital Project Funding Agreements (CPFA) are not issued until after PDRs and all other required supporting documentation is received, reviewed and approved for funding by the Ministry.

All projects that the Ministry expects to be under PDR development, and have not already been received, are listed above – if a project is not listed, then the Ministry is not supporting the project and is not expecting a PDR.

**MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)**

**New projects for SEP, CNCP, BEP, PEP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Fernie Secondary	SEP - Building Enclosure Upgrades - Roof Upgrade/Replacement	\$650,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Fernie Secondary	SEP - Mechanical Upgrades - Upgrade Mechanical System	\$746,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Isabella Dicken Elementary, T.M. Roberts Elementary, Gordon Terrace Elementary	CNCP - Lighting - LED Lighting Upgrade	\$187,976	Proceed to design, tender & construction. To be completed by March 31, 2020.
Isabella Dicken Elementary	PEP - New - Universally Accessible Playground Equipment	\$105,000	Proceed to design, tender & construction. To be

			completed by March 31, 2020.
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**New projects for BUS**

Existing Bus Fleet #	New Bus Type	Amount Funded by Ministry	Next Steps & Timing
5056	D (80+RE) with 0 wheelchair spaces	\$175,311	Proceed to ordering the school bus(es) between March 15, 2019 and April 30, 2019 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbc.org">http://www.astsbc.org</a>

Note: An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Routine Capital projects for the 2019/20 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw No. provided at the beginning of this document) for its approved 2019/20 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Damien Crowell at [Damien.Crowell@gov.bc.ca](mailto:Damien.Crowell@gov.bc.ca) as soon as possible. At this time the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2019/20 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2020/21 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) will be provided within the next few weeks. These plans are to be submitted to the Ministry no later than June 30, 2019.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry’s capital plan process.

Sincerely,



Joel Palmer, Executive Director  
Capital Management Branch

pc: Ryan Spillett, Director, Capital Projects Unit, Capital Management Branch  
Michael Nyikes, Director, Capital Programs Unit, Capital Management Branch  
Damien Crowell, Planning Officer, Capital Management Branch  
Rachelle Ray, Regional Director, Capital Management Branch  
Rosa Cutler, Planning Officer, Capital Management Branch

# CAPITAL BYLAW NO. 2019/20-CPSD05-01

## CAPITAL PLAN 2019/20

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 05 (Southeast Kootenay) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital 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 capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital 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 capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 1, 2019, is hereby adopted.
- 2. This Capital Bylaw may be cited as Southeast Kootenay Capital Bylaw No. 2019/20-CPSD05-01.

READ A FIRST TIME THE 11<sup>th</sup> DAY OF June 2019;  
READ A SECOND TIME THE 11<sup>th</sup> DAY OF June 2019;  
READ A THIRD TIME, PASSED THE 11<sup>th</sup> DAY OF June 2019.

***CORPORATE SEAL***

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

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

- 1. I HEREBY CERTIFY this to be a true and original Southeast Kootenay Capital Bylaw No. 2019/20-CPSD05-01 adopted by the Board the \_\_\_\_ day of June 2019.

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



**SOUTHEAST  
KOOTENAY**  
**Superintendent's  
Report to the Board**  
*June, 2019*





# Lynn Hauptman - Superintendent

**Congratulations to Keanu Chan who received a Bronze Medal as a Junior (all Grade 7 and 8 projects) and a \$1000 entrance scholarship to Western University. Very impressive for a first timer going to Canada Wide Science Fair!**

This is my final Superintendent's Report and Board Meeting after my six year term in Southeast Kootenay School District. It has been my honour to work with an amazing staff throughout our communities and here at the Board Office. I am so very proud of the work we have accomplished together to ensure all of our students are successful. While there is still work to be done, we should all be very proud of our accomplishments. A huge thank you to our District Management Team and to Gail Rousseau who has been my rock! I wish you all well in the coming years.

May has been a busy month that entailed not only the many bargaining meetings and planning sessions but there was a great deal of travel as well.

- Deputy Minister's meeting with all Superintendents – key focus was with the BC Representative for Children and Youth – Dr. Jennifer Charlesworth and the Ministry of Children and Family representatives. We spent considerable time discussing Children in Care
- Ministry Funding Review Sub-Committee on Adult Funding – we have one more meeting later this month. Network of Inquiry and Indigenous Education (NOIE) Conference with Judy Halbert and Linda Kaiser – this was an inspiring conference where research of indigenous education practices were shared from around BC as well as practices from around the world utilizing the Spirals of Inquiry
- BC's Education Conference: Global Opportunities and Local Insights – all 60 districts were represented and the conference opened with welcomes from Premier Horgan and Minister of Education Fleming. Deputy Minister Scott Macdonald had the pleasure of sharing BC's Success Story in Education. A panel discussion included educators from around BC both in the public and university system
- The OECD (Organization for Economic Co-operation and Development) also unveiled their new Compass 2030 that will help learners shape the future in a changing world  
<http://www.oecd.org/education/2030-project/teaching-and-learning/learning/>



## **Dogwood District Authority Scholarships and Community Bursaries**

Once again I had the honour of judging Mount Baker's and Elkford's District Dogwood Presentations with Director Tichauer. (Directors Casault and Tichauer had judged the presentations from Sparwood and Fernie the previous day.) Altogether we met with 56 students where they shared their passions and career aspirations in a variety of ways. We saw everything from incredible musicians, hockey players, musical compositions, gymnastic displays, figure skaters, design work, art work, environmental stewardship, international languages, rock climbing, mission work, community service, and the list goes on and on. Our students were able to link their passions to their future endeavors. We will have future doctors, carpenters and contractors, hair dressers, nurses, lawyers, teachers, musicians, engineers, graphic artists, and massage therapists, but we will also see students focusing their work on helping people in third world countries. In the end, there were 48 applicants that will be awarded \$1250 scholarships. In addition to these scholarships, I extend my sincere appreciation to all donors who are making a significant impact on post-secondary opportunities for our students. The community support year after year for our graduating students is outstanding!

# Lynn Hauptman - Superintendent

## BC Liquor Stores Dry Grad Campaign

School District 5 participated in the annual fundraising campaign to support alcohol-free graduation celebrations in all of our communities organized by the BC Liquor Distribution Branch (LDB). Elkford Secondary will receive \$120.00, Sparwood Secondary will receive \$439.00, Fernie Secondary will receive \$314.00 and Mt. Baker Secondary will receive \$733.52 for a total of \$1,606.52. An Exit Survey will be completed by each school and submitted on behalf of the District which will summarize the allocation of the campaign. Thank you to our community members who purchase the chocolates at the liquor stores to support this campaign.

## Gardening at Sparwood Secondary School

Students in STRIVE and Language Arts at Sparwood Secondary School are working with the District of Sparwood (DOS) to plant vegetable gardens and regular gardens. They are trying to build vocational skills and a relationship with DOS and community members. This helps students build positive connections for future work experience opportunities with DOS. The place based learning has kids excited!



## SCREENAGERS Tech Time Circles

I'm excited to share Tech Time Circles with you. This is a great, free resource for people to continue the conversation started with [Screenagers](#) which was shown courtesy of School District 5 and the District Parent Advisory Council on May 13 at the Key City Theatre. Please feel free to share this widely with your community that has seen the movie.

### What Are Tech Time Circles?

Friendly conversations about issues related to screen-time and device use. Parents, kids, friends, family and community members gather in the comfort of their homes to speak, listen and learn how best to manage screen time and the effects it is having on our wellbeing. We provide you with links to free guides to help get it going. Currently, we have 3 Tech Talk Circles, and will roll out more in the next few months:

1. [Social Media Tech Talk Circle](#)
2. [Video Games Tech Talk Circle](#)
3. [Time Tech Talk Circle](#)

### How to Get the Conversation Started

Welcome everyone and thank them for being there and being part of this important conversation, especially the children. Let them know that their opinions matter and will be heard. Remind the group to be considerate, especially when they don't agree with what others are saying. It's a good idea to have an item that can be passed around and held by the person speaking. This will ensure one speaker at a time and eliminate interruptions.

### Keeping the conversation friendly and flowing

Tell everyone all ideas and experiences are welcome, but it is important to talk with purpose and intent. Help link commonalities. If things get heated, acknowledge the concept is upsetting and remind everyone it is essential to be open and judgment-free. This is a friendly conversation meant to raise awareness about screen time, and help everyone make good, healthy choices when it comes to tech use.

### How to wrap up the conversation

Thank everyone for coming. Reiterate some of the key points that were made. Remind everyone to remain aware of their screen time use.

# Education Update

Ministry of Education



**Funding Model Implementation Update:** The [four working groups \(Inclusive Education, Adult and Continuing Education, Online Learning, and Financial Management\)](#) have all met three times since the week of March 4 to discuss the recommendations for a new funding model, with an overarching focus on equity of educational opportunity for all students in the province. A more detailed progress update will be provided through the DM Bulletin over the next few weeks.

The Ministry was pleased to participate and present at the [2019 BCASBO AGM and Conference](#) in Penticton from May 22-24. Topics covered by Ministry staff in break-out rooms included the Funding Model Review, Framework for Enhancing Student Learning, School District Capital Planning, Information Security Framework, MyEducation BC, and Emergency Preparedness. We look forward to continuing to work with you on these important initiatives.



**BC Education Conference Recap:** On May 23 the Deputy Minister attended and presented at the BC Education Conference in Vancouver. This was a wonderful opportunity to engage with education leaders from around the world and showcase the success of BC's education system. [Deputy Minister presentation from the BC Education Conference.](#)



**Free BC Summer Reading Club:** This year's [Summer Reading Club](#) theme *Imagine the Possibilities* is offered through local public libraries to help kids (ages 5-14) maintain their reading and critical thinking skills. Kids have a chance to earn a medal and to win prizes. Contact your local public library for more information.

**STEM FUNDING** - [New funding provides students opportunities to train for STEM careers](#)



# News from Schools

Laurie Middle School Band Earns Silver at Music Festival - read [here](#)



Gordon Terrace's grade 5/6 classes hosted Highlands, Steeples, Amy Woodland and Kootenay Orchards Core French classes for a fun and engaging concert by WillsJam. Thank you Shanda Fultcher from TM Roberts for sparking this collaborative learning opportunity.

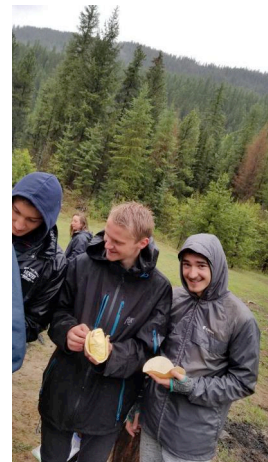


Pride Staircase at Parkland Middle School

## Mother's and Other's Tea at Steeples Strong Start



MBSS Outdoor Education students on an overnight climbing field trip to Perry Creek.



# Director of Student Learning and Innovation - Diane Casault

## Inquiry Sharing Fair

What an amazing day of sharing and learning! If you were fortunate enough to join us for all or part of the day you would agree it was time very well spent. Some inquiry questions included: How can non-indigenous teachers respectfully engage in indigenizing the curriculum? How might students' knowledge of local environmental issues be increased by investigating the Elk River water shed? How can exploring oral storytelling techniques (Story Studio) activate the desire for students to share their stories and develop their individual language and literacies? Would individual student assessment profiles in literacy and numeracy improve teaching/learning, transitioning and school wide improvement?



Please check out this month's Learning Leaders News for the full menu of projects, questions and pictures. Thanks to all on a job well done!

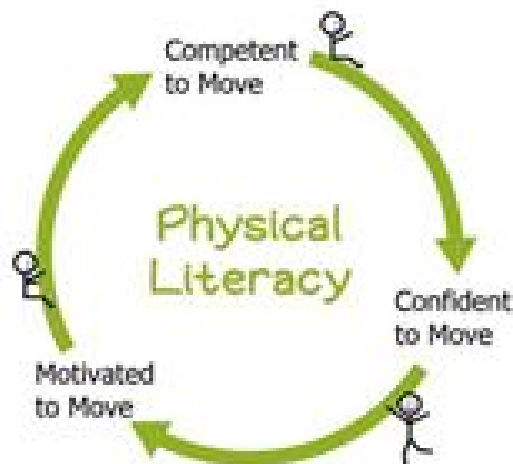


## Summary of Grant projects

 <p><b>HPS GRANT</b></p> <ul style="list-style-type: none"> <li>• EASE (May 2019)</li> <li>• MDI (January/February 2019)</li> <li>• Dr. Linda O'Neil (Feb 19)</li> <li>• Healthy Snacks (StrongStart Centres)</li> <li>• Collaborative Inquiry: How can we promote healthy diet, growing food in school/home/community and buying foods locally?</li> <li>• Youth Safe Outdoors</li> </ul>	 <p><b>CBT PLAYS GRANT</b></p> <ul style="list-style-type: none"> <li>• PL Math Workshop</li> <li>• PL Workshop - Early Learning</li> <li>• PL Workshop - Elementary</li> <li>• PL Workshop - Middle/Sec.</li> <li>• Snowshoes (class set)</li> <li>• All Youth Matter Workshop</li> <li>• Circus Equipment</li> </ul>	 <p><b>SCHOOL DISTRICT 5</b></p> <ul style="list-style-type: none"> <li>• School plan for SEL help students become more successful learners?</li> <li>• Youth Safe Outdoors</li> <li>• Outdoor Kitchen</li> <li>• Sharing Fair of Inquiry Rounds</li> <li>• Support implementation of the 3 PH strands (Active living, Fitness &amp; Conditioning, Outdoor Ed)</li> </ul>
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## Physical Literacy

Our Physical Literacy focus continues in SD 5. Our team is in the process of submitting a "request for Expressions of Interest" (RFEI) to Columbia Basin Trust for funding to support the work being done in schools. Fundamental movement skills are important to physical development and enjoyment of sports and physical activities but more importantly can allow a child to enjoy a long life of physical activity. Individual schools are being encouraged to submit expressions of interest for an opportunity to access CBT funding for up to \$3000 to further physical literacy in schools.





# Director of Student Learning and Aboriginal Education- Jason Tichauer

## Aboriginal Education

This past week saw our third and final meeting of the Aboriginal Education Enhancement Agreement Committee for this school year. We had another very productive day and were able to view samples of proposed logos for our department.

Also, results of the most recent Student Survey were shared and elicited quite a few responses, questions and comments from our stakeholders. A very informative day.

As well, a big shout out to Debbie, Alison and Marie for their fantastic job organizing the Aboriginal Grade 12 Honouring Ceremony at Mount Baker last week! A great, positive evening with some wonderful performances and speeches. As well, thanks to our own Joe Pierre for hosting, our Elders for being a very important part of the ceremony and to Viveka Johnson for a very nice speech.



## Ktunaxa Language - Months

Kuq̓ ukupku

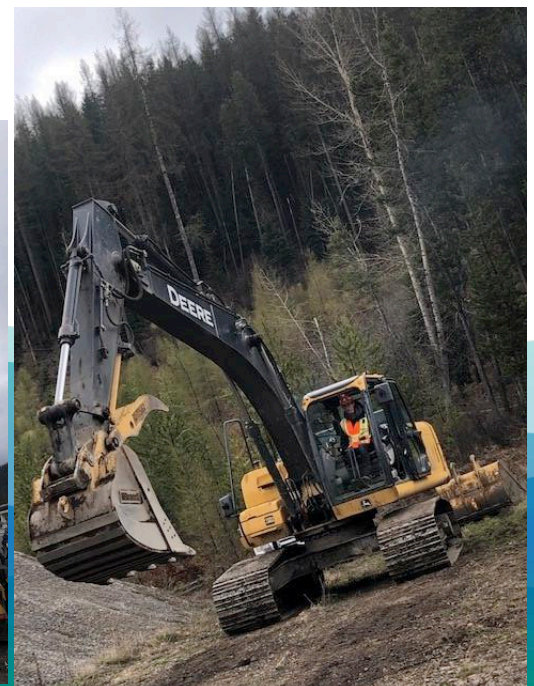
June

Ripening of the Strawberries, also known as;

Moon when green grass is up

## Project Heavy Duty

Project Heavy Duty was held again this past month, this time in the community of Sparwood. This exciting, yearly opportunity for students to gain valuable industry experience, connections and training on different aspects of Heavy Machinery and Industry-specific certifications. The support this year from Elk Valley employers and companies was once again fantastic and very much appreciated!



# Director of Instruction, Human Resources - Brent Reimer

Staffing processes for the coming school year are under way with teacher postings now in progress. Post and fill will continue for the next 5 weeks where the majority of our positions will be filled.

CUPE staffing processes will continue through the summer as required.

We are bargaining with both CUPE local 4165 and the CFTA on local matters. We are looking forward to productive meetings to conclude bargaining with both parties by June 30th.

TTOC hiring will continue and a second hiring round will occur in the first week of July.

## Growing Innovations Symposium

Four Southeast Kootenay District Teachers attended the Growing Innovation Symposium in Vancouver at the beginning of May.

Rural teachers from around the province met to discuss innovative projects they are working on. Common themes stood out. Sparking and facilitating student inquiry was one of them. Many schools are experimenting with the timetable to allow for more time and focus on student-led projects. Placed based learning and technology were two other common themes.

School District 5 is leading 4 new projects with grant money received from Growing Innovations as well as two sustained projects.

Sparwood is learning the art of tanning animal skins while exploring "educational practices and communities in local histories, particularly those of the Métis and Ktunaxa peoples."

Again in Sparwood, "students from three high schools join with leaders in arts, business, outdoors and other community organizations collaborate in a cross-curricular initiative of inquiry "to engage students in service learning while supporting them in producing long-lasting art pieces (sculptures) that represent themselves and their communities."

In Elkford, students from multiple classes and grades are exploring restoration and reforestation of mine lands through their *Take a Tree, Plant a Tree* project.

The Transformative Learning team in SD5 is exploring augmented and virtual reality as a tool to spark student engagement and inquiry.



### [Rural Teachers](#)

Rural Teachers Video Gallery. Our archive of video documentation is growing, and now may be accessed in three streams or channels: Voices of Rural Education This new series allows rural educators speak for themselves about their work and lives in rural sites of learning, what challenges and opportunities they present for them, their students and communities. [www.ruralteachers.com](http://www.ruralteachers.com)



# District Principal Student Services - Darcy Verbeurgt

## Low Vision Clinic

May 23-24

The Children's Low Vision Project-BC was hosted by School District 5 in Cranbrook on May 23-24, 2019. CLVP-BC brings together professionals trained in Ophthalmology, Optometry, Orientation and Mobility, Assisted Technology and Education. The team evaluated 12 students - preschool through Grade 10, who travelled from SD5, SD6, SD8, and SD20 to attend the clinic. Each child was prescribed and dispensed low vision devices, and optical aids from the lending library for near and distance viewing, free of charge to the families. The team makes recommendations to support the child, their family, teachers, schools and other professionals working with the child.



## Marine Science Camp Show

Click on the link to see the [AMI Marine Science Camp](#) episode from April 2019.

## School District 5 Welcomes Community Field Experience (CFE) Students

School District 5 has hosted three Community Field Experience students from April 23 to May 10. Three more CFE students will be arriving on June 10 for a three week field placement. Thank you to all staff that have welcomed these students!

## More Mandt Training

Twenty Educational Assistants and Speech Language Assistants participated in Mandt Training on Friday, May 31. In addition, the first group of SD5 employees eligible for on-line recertification are in the process of completing their coursework.

## Canada Wide Science Fair Medalist from SD5

Keanu Chan received a Bronze Medal as a Junior Finalist (all Gr 7 and 8 projects) and a \$1000 entrance scholarship to Western University.





# District Principal Transformative Learning - Jennifer Roberts

## Transformative Learning Update

### Environmental Education

#### 2019 Learning Region Symposium - June 16-17

The Learning of Place: Land, People, and Practices – a full slate of presentations, discussions and guided walking tours on the role of place in teaching and learning...and life. Register at <https://bit.ly/2ylzicb>.

**FJ Mitchell Elementary School Reduces Food Waste** - Check out this article from the [Free Press](#) on May 10, 2019.

#### Parkland Middle School – Know Your Watershed

Grade 9 students at Parkland Middle School were involved in stream invertebrate assessments with Wildsight.



#### MBSS – Trash Fashion Show

On Thursday, May 23 the ninth MBSS Trash Fashion show was held at the Tamarack Center. There was a collection of over fifty designs created by Visual Arts students turning trash into treasures. In addition to artists modelling their own design, models of all ages volunteered to support the show. Each year the ideas are uniquely different and display the students' ability to make wearable sculpture.



Kindergarten class from GT explored bees in the Design Lab. They entered the world of bees through augmented reality and built a bee out of Lego that could fly on its own and stop when saw a flower. They even went home with a 3D printed bee hotel will be put up in GT's garden.



# District Principal Transformative Learning - Jennifer Roberts

## Geocaching with Jaffray School

On May 3rd, teachers at JESS became modern day treasure hunters. They learned the basics of using a GPS unit and then we went on a local expedition to search for geocaches. Each group scoured the south country to find geocaches hidden throughout the area. Teachers will now be able to replicate this practical place based learning lesson with their students to make, create and hide their own geocaches.



Students at Steeples explored the design process of creating a rover that could explore a distant planet. They created their rovers using Lego. The highlight of the day was when they were able to 3D design and print their very own alien using Tinkercad.

## Place Conscious Learning

### Wilderness Wednesdays – Amy Woodland

Every Wednesday, Amy Woodland hires a bus to take both Kindergarten classes to Jim Smith Provincial Park for a Forest Kindergarten experience. Each trip, 1-2 other classes joined the Kindergarten students on the bus to participate in their own outdoor place-based learning experiences. After dropping the children off, the bus returns to school to pick up a second group of 2-3 classes, which would then be transported to Idlewild Park for a two hour place-based learning experience. Up to 8 classes participate weekly between both locations.

This school-wide program has continued to grow out of our Kindergarten's Wilderness Wednesdays, which is now in its 3rd year. Students in older grades are able to connect their earlier experiences with new ones as they grow and continue to visit these natural spaces. Kindergarten students continue to explore the forest, field and beach, and participate in a variety of learning activities centered around regular and consistent access to a natural space for child-directed inquiry-based learning. Guest educators join many of the classes. Kindergarten students learn about local plants and animals, and how they adapt to changing seasons. They build shelters, had weekly campfire stories, went snowshoeing, ice-fishing, create art from natural elements and play cooperative games.



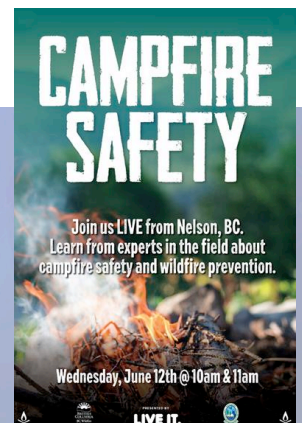
# District Principal Transformative Learning - Jennifer Roberts

## Wilderness Wednesdays – Amy Woodland - cont'd

Wilderness Wednesday continues to transform our school. Because of our schools central location in Cranbrook, we don't have too many natural spaces within a reasonable walking distance. These field trips impact children through learning experiences that they will remember. The long-term goal of this program is to continue to treat it as a regular part of our school experience. Reports from staff, children and parents continue to be positive and full of appreciation.



Students in Grade 2/3 and Grade 5/6 at Gordon Terrace visited the Design Lab in May.



District Enrolment - Active Primary Including Fee Paying - June 2019

School Name	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Jaffray Elem-Jr Secondary	19	25	18	21	30	19	19	21	19	17	11	0	0	219
Isabella Dicken Elementary	66	72	55	74	55	63	71	0	0	0	0	0	0	456
Frank J Mitchell Elementary	58	51	61	49	51	61	43	0	0	0	0	0	0	374
Rocky Mountain Elementary	39	35	43	44	28	40	29	0	0	0	0	0	0	258
Mount Baker Secondary	0	0	0	0	0	0	0	0	0	0	264	282	242	788
Laurie Middle School	0	0	0	0	0	0	0	111	125	97	0	0	0	333
Amy Woodland Elementary	34	28	41	36	41	46	45	0	0	0	0	0	0	271
T M Roberts Elementary	48	44	50	54	53	56	61	0	0	0	0	0	0	366
Gordon Terrace Elementary	34	38	38	44	46	26	28	0	0	0	0	0	0	254
Highlands Elementary	25	30	36	40	40	38	57	0	0	0	0	0	0	266
Pinewood Elem - Cranbrook	11	16	13	28	21	16	16	0	0	0	0	0	0	121
Steeples Elementary	28	24	26	29	36	29	25	0	0	0	0	0	0	197
Kootenay Orchards	29	36	28	32	41	33	22	0	0	0	0	0	0	221
Kootenay Learning Campus	0	0	0	0	0	0	0	0	0	0	0	5	27	32
Parkland Middle School	0	0	0	0	0	0	0	154	154	131	0	0	0	439
Elkford Secondary	0	0	0	0	0	0	0	36	33	29	28	34	39	199
Fernie Secondary	0	0	0	0	0	0	0	63	57	57	67	49	60	353
Sparwood Secondary	0	0	0	0	0	0	0	59	43	41	33	43	42	261
Kootenay Educational	0	0	0	0	0	0	0	0	0	0	27	17	69	113
Kootenay Discovery School	0	0	0	1	0	1	0	2	3	6	6	6	76	101
<b>Total</b>	<b>391</b>	<b>399</b>	<b>409</b>	<b>452</b>	<b>442</b>	<b>428</b>	<b>416</b>	<b>446</b>	<b>434</b>	<b>378</b>	<b>436</b>	<b>436</b>	<b>555</b>	<b>5622</b>