



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

POST-MEETING AGENDA - REGULAR PUBLIC MEETING

November 12, 2013, 5:00 p.m.  
Board Office

|                                                                                                                            | Pages |
|----------------------------------------------------------------------------------------------------------------------------|-------|
| <b>1. COMMENCEMENT OF MEETING</b>                                                                                          |       |
| 1.1 Call to Order                                                                                                          |       |
| 1.2 Consideration and Approval of Agenda                                                                                   |       |
| M/S that the agenda for the regular public meeting of the Board of Education of November 12, 2013 be approved as amended.  |       |
| 1.3 Approval of the Minutes                                                                                                | 6     |
| Minutes of October 8, 2013                                                                                                 |       |
| M/S that the minutes of the regular public meeting of the Board of Education of October 8, 2013 be approved as circulated. |       |
| 1.4 Receipt of Records of Closed Meetings                                                                                  | 14    |
| Meeting of October 8, 2013                                                                                                 |       |
| M/S to accept the closed records of the in-camera meeting of the Board of Education of October 8, 2013.                    |       |
| 1.5 Business Arising from Previous Minutes                                                                                 |       |
| 1.6 Receiving of Delegations/Presentations                                                                                 |       |
| 1.6.1 Laurie Middle School - Technology Update - David Standing, Joe Tank, Joanne Lees                                     |       |

## 2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

15

### 2.1 Advocacy/Education Committee

Meeting of October 28, 2013

#### Recommendation A

That the Board approve and send the draft letter to the BCSTA.

#### Recommendation B

That the draft responses to DPAC's FAQ, prepared by Trustee Ayling, be forwarded to the Board for approval.

#### Recommendation C

That the Superintendent have a conversation with Principals to ensure the Healthy Schools Guidelines are followed and if the schools have younger students in their schools they need to abide by the middle school guidelines.

#### Recommendation D

That the Board give tentative approval for the trip to Belize by Jaffray students, Spring, 2014.

#### Recommendation E

That the Board give tentative approval for the trip to London, Paris, Florence, Rome for Parkland, Laurie and Mt. Baker Students, Spring, 2014.

#### Recommendation F

That the Board write a letter of support for School District 33.

M/S that the Board approve and send the draft letter to the BCSTA regarding sharing common concerns in letters with the Ministry of Education.

M/S that the draft responses to DPAC's FAQ, prepared by Trustee Ayling, be forwarded to the Board for approval.

M/S that the Superintendent have a conversation with Principals to ensure the Healthy Schools Guidelines are followed and if the schools have younger students in their schools they need to abide by the middle school guidelines.

M/S that the Board give tentative approval for the trip to Belize by Jaffray students, Spring, 2014.

M/S that the Board give tentative approval for the trip to London, Paris, Florence, Rome for Parkland, Laurie and Mt. Baker Students, Spring, 2014.

M/S that the Board write a letter of support for School District No. 33's letter regarding holding a by-election in the event of a trustee resignation.

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

|            |                                                                                                         |           |
|------------|---------------------------------------------------------------------------------------------------------|-----------|
| <b>2.2</b> | <b>Policy Committee</b>                                                                                 | <b>39</b> |
|            | Meeting of October 28, 2013                                                                             |           |
|            | <u>Recommendation A</u>                                                                                 |           |
|            | That Policy 2.10 District Health and Safety Program be sent to the Board of Education for deletion.     |           |
|            | <br><u>Recommendation B</u>                                                                             |           |
|            | That Policy 3.16 Correspondence Courses be sent to the Board of Education for deletion.                 |           |
|            | M/S that Policy 2.10 District Health and Safety Program be sent to the Board of Education for deletion. |           |
|            | M/S that Policy 3.16 Correspondence Courses be sent to the Board of Education for deletion.             |           |
|            | M/S that the Board accept the report of the Policy Committee.                                           |           |
| <b>2.3</b> | <b>Finance/Operations/Personnel Committee</b>                                                           | <b>42</b> |
|            | Meeting of October 28, 2013                                                                             |           |
|            | M/S that the Board accept the report of the Finance/Operations/Personnel Committee.                     |           |
| <b>2.4</b> | <b>Student Services Committee</b>                                                                       | <b>44</b> |
|            | Meeting of October 28, 2013                                                                             |           |
|            | M/S that the Board accept the report of the Student Services Committee.                                 |           |
| <b>2.5</b> | <b>Communications/Media Committee</b>                                                                   | <b>47</b> |
|            | M/S to accept the report of the Communications/Media Committee.                                         |           |
| <b>2.6</b> | <b>Mt. Baker Secondary School Building Replacement Committee</b>                                        |           |
|            | M/S to accept the report of the Mt. Baker Secondary School Building Replacement Committee.              |           |
| <b>2.7</b> | <b>Legacy of Learning</b>                                                                               |           |
|            | M/S to accept the Legacy of Learning report.                                                            |           |
| <b>2.8</b> | <b>Trustee Reports</b>                                                                                  | <b>48</b> |
| <b>3.</b>  | <b>SUPERINTENDENT'S REPORT TO THE BOARD</b>                                                             | <b>50</b> |
|            | Report of November 12, 2013                                                                             |           |

M/S that the November 12, 2013 Superintendent's Report to the Board of Education be accepted as presented.

**4. NEW BUSINESS**

**4.1 Business Arising from Delegations**

**4.2 Trustee ProD**

M/S that the costs for Trustee Ayling to attend the BCSTA Trustee Academy 2013 in Vancouver December 5-7, 2013 be deducted from Trustee Helgesen's professional development/travel account and the costs for Trustee Whalen to attend the BCSTA Trustee Academy 2013 in Vancouver December 5-7, 2013 be deducted from Trustee Damstrom's professional development/travel account.

**4.3 BCPSEA Meeting in January**

M/S to approve Trustee Bellina's attendance at the BCPSEA AGM in Vancouver January 24, 2014.

**5. TRUSTEE BOUQUETS**

**6. ITEMS FOR INFORMATION/CORRESPONDENCE**

**6.1 Upcoming Conference - Share Your Story! Create a Workshop**

**6.2 BCSTA Budget**

**7. QUESTION PERIOD**

**8. ADJOURNMENT**

M/S that the November 12, 2013 regular public meeting of the Board of Education adjourn at 6:54 p.m.

**9. LATE ITEMS**

**9.1 Agenda Item 2.1, Recommendation B 65**

DPAC Information - Carbon Offsets, Special Education Funding

**9.2 Item 2.1, Recommendation F 66**

Letter from SD33 re By-Election Following Trustee Resignation

**9.3 Item 2.8 Trustee Reports 67**

Trustee Brown, October 2013

Trustee Johns, November 2013



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES - REGULAR PUBLIC MEETING  
October 8, 2013, 5:00 p.m.  
Sparwood Secondary School**

Present: Chairperson Lento  
Trustee Ayling  
Trustee Bellina  
Trustee Besanger  
Trustee Brown  
Trustee Damstrom  
Trustee Helgesen  
Trustee Johns  
Trustee Whalen  
L. Hauptman, Superintendent of Schools  
R. Norum, Secretary Treasurer  
B. Reimer, Director of Instruction/Human Resources  
D. Casault, Director of Instruction/Student Learning  
D. McPhee, Director of Instruction/Aboriginal Education/Safety Officer  
D. Verbeurgt, District Principal/Student Services  
J. Skerik, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1. Call to Order**

Chairperson Lento called the October 8, 2013 public meeting of the Board of Education to order at 5:00 p.m.

Chairperson Lento recognized World Teachers Day on October 5<sup>th</sup> and on behalf of the Board acknowledged our teachers and the passion they bring to our schools day in and day out.

**1.2. Consideration and Approval of Agenda**

Additions: Item 6.3 Burn Fund Calendars

**MOTION R-13-125**

M/S that the agenda for the regular public meeting of the Board of Education of October 8, 2013 be approved as amended.

**CARRIED**

**1.3. Approval of the Minutes**

Errors/Omissions: Nil

**MOTION R-13-126**

M/S that the minutes of the regular public meeting of the Board of Education of September 10, 2013 be approved as circulated.

**CARRIED**

**1.4. Receipt of Records of Closed Meetings**

**MOTION R-13-127**

M/S to accept the closed records of the in-camera meeting of the Board of Education of September 10, 2013.

**CARRIED**

**1.5. Business Arising from Previous Minutes**

No date has yet been scheduled to discuss an educational partnership agreement with SD6, SD8, the College of the Rockies and the Transitions Coordinator.

**1.6. Receiving of Delegations/Presentations**

**1.6.1. Cookie the Service Dog**

Christine McKie introduced Jackie Carpenter and Cookie, a service dog for Jackie's son who is in Grade 4 at FJMES.

Ms. Carpenter spoke to trustees about Cookie's role as a companion and a calming influence for her son, and how Cookie assists her son with transitions and socializing.

**1.6.2. DSAC - Blue Lake Presentation - Chiara MacPherson, Morgan McLean, Bailey Hubbard, Cynthia Kielpinski**

Cynthia Kielpinski was unable to attend the Board meeting. Mr. Kelly introduced Chiara MacPherson, Morgan McLean and Bailey Hubbard, DSAC students who attended the Blue Lake leadership program.

The students shared a powerpoint presentation outlining the Blue Lake Leadership Program including program exercises of team building, trust, problem solving, overcoming personal challenges, goal setting and community plans, communication, and valuing teammates and program outcomes. They thanked the Columbia Basin Trust for their sponsorship.

Mr. Kelly noted the resiliency that comes from communication, teamwork and goal setting.

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

**2.1. Advocacy/Education Committee**

Co-chair Trustee Bellina reviewed the minutes of the September 23, 2013 meeting of the Advocacy/Education Committee.

**MOTION R-13-128**

M/S that the Board approve the Student Online Registration Form.

**CARRIED**

**MOTION R-13-129**

M/S that the Board establish enrolment deadline dates for student enrolment in Board Policy 3.1.

**CARRIED**

**MOTION R-13-130**

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

**CARRIED**

**2.2. Policy Committee**

Co-chair Trustee Brown reviewed the minutes of the September 23, 2013 meeting of the Policy Committee.

**MOTION R-13-131**

M/S that the revised Policy 2.13 Alcohol - Buildings, Grounds, Functions be approved by the Board of Education.

**CARRIED**

**MOTION R-13-132**

M/S that the revised Policy 1.4 Terms of Reference - Policy Committee, with the noted amendment, be approved by the Board of Education.

**CARRIED**

**MOTION R-13-133**

M/S that the revised Policy 1.6 Terms of Reference - Advocacy/Education Committee be approved by the Board of Education.

**CARRIED**

**MOTION R-13-134**

M/S that the revised Draft Policy Terms of Reference - Special Education/Student Services Committee, with the noted amendments, be approved by the Board of Education.

**CARRIED**



**MOTION R-13-135**

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

**CARRIED**

**2.3. Finance/Operations/Personnel Committee**

Co-chair Trustee Johns reviewed the minutes of the September 23, 2013 meeting of the Finance/Operations/Personnel Committee.

**MOTION R-13-136**

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

**CARRIED**

**2.4. Special Education Student Services Committee**

Co-chair Trustee Johns reviewed the minutes of the September 23, 2013 meeting of the Special Education Student Services Committee.

Trustee Whalen and Trustee Bellina noted corrections to the Committee meeting minutes.

**MOTION R-13-137**

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

**CARRIED**

**2.5. Communications/Media Committee**

Trustee Ayling advised that there are no published releases at this time.

**MOTION R-13-138**

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

**CARRIED**

**2.6. Mt. Baker Secondary School Building Replacement Committee**

Trustee Johns advised that there will be a meeting on November 29, 2013 with City officials, MLA Bennett, Key City Theatre representatives and SD5 staff and trustees to determine the next steps to take to have Mt. Baker and the Theatre replaced.

**MOTION R-13-139**

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

**CARRIED**

**2.7. Legacy of Learning**

Trustee Johns distributed information from the Legacy of Learning website and noted he will be putting up a display in the Board Office on Friday.

**MOTION R-13-140**

M/S to accept the Legacy of Learning report.

**CARRIED**

**2.8. Trustee Reports**

Trustees reported on their activities for the month.

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

Superintendent Hauptman's report of October 8, 2013 included:

- Superintendent's Activities
- Telus Backpacks
- Teck Good News Story
- Top Student Award
- Rotary Club Dictionaries
- Finance/Operations Updates
- Update from the Director of Instruction/Student Learning
- September 20th ProD Day
- Early Development Instrument Wave 5 (EDI)
- EARS - Education Analytics Reporting System
- Teacher Training at COTR
- Update from the Director of Instruction/Safety/Aboriginal Education
- District Data 1701 Reporting
- In-service - Restorative Justice
- Safety
- Student Suspensions
- Update from the District Principal/Student Services
- Update from the Director of Instruction/Human Resources
- Important Dates for Trustees
- Enrolment Report

Discussion included:

- Permission to send letters of appreciation to Telus, Teck, Rotary Club
- EDI Results - Diane Casault provided a verbal update
- District Data 1701 - Doug McPhee spreadsheets prepared comparing 2012 and 2013 enrolment. A similar spreadsheet will be prepared for each Board meeting.
- Mr. Verbuergt provided additional information regarding the November networking and planning meeting

- Mrs. Hauptman noted that MBSS, LMS and PMS are doing a workshop together called Mental Health in Adolescents, aged 12-18, presented by Canadian Mental Health Association
- SRB - principal dashboards going out, close to agreement with CFTA for callout which will happen in January
- Drop Everything and Read Day October 28th, 11:00 - 11:20 a.m.

**MOTION R-13-141**

M/S that the October 8, 2013 Superintendent's Report to the Board of Education be accepted as presented.

**CARRIED**

**4. NEW BUSINESS**

**4.1. Business Arising from Delegations**

Nil

**4.2. Kootenay Boundary Branch Executive Representative**

**MOTION R-13-142**

M/S to appoint Trustee Bev Bellina to represent School District No. 5 on the Kootenay Boundary Branch Executive.

**CARRIED**

**4.3. Application for Joint Sponsorship of a Sports Team**

Mrs. Casault noted that Grade 7 students have been eliminated from playing recently and that approval by BC School Sports is not guaranteed due to the size and location of LMS and PMS.

**MOTION R-13-143**

M/S that the Board approve the submission of the application for joint sponsorship of a volleyball team by Laurie Middle School and Parkland Middle School for a one year trial basis.

Discussion included:

- Community sports teams
- Development opportunities
- Student numbers
- Coaches - availability, qualifications, quality
- Elite athletes
- Loss of program once teams amalgamate
- Club sports v. school teams
- One year trial basis

**CARRIED**

**MOTION R-13-144**

M/S that the Board direct Superintendent Hauptman to investigate the situation around lack of enrolment/coaches with regard to school sports and provide a report to the Board.

**CARRIED**

**4.4. Mt. Baker Secondary School Field Trip to Vienna**

Chairperson Lento noted that the request was submitted last year but had not been processed.

**MOTION R-13-145**

M/S that the Board of Education approve the Mt. Baker Secondary School field trip to Vienna and Prague.

Discussion included:

- Lack of school follow-up / confirmation process for schools
- Safety/worst case scenario plan not attached
- Process to approve travel requests
- Opportunity for representative to be present to provide additional information to trustees

**CARRIED**

**5. TRUSTEE BOUQUETS**

Trustees noted their preference regarding the interval between trustee elections, the majority preferred three year terms.

*Trustee Damstrom* - to colleagues, friends, community and SD5 for their support

*Trustee Brown* - to Bev Bellina and Rob Norum for their BCSTA work while Trustee Bellina was president of the Kootenay Boundary Branch

*Trustee Bellina* - to DSAC students for their presentation, to service dog Cookie, to staff involved with teacher training at College of the Rockies, to D. Casault and D. McPhee for prompt responses, to J. Skerik for travel arrangements, welcome back to Trustees Damstrom and Helgesen, to Frank Sopko for his explanation regarding club and school teams, to Mr. Kelly for swimming in Blue Lake, to fellow trustees for the flowers

*Trustee Johns* - to Jaimie's Catering for dinner, to Highlands PAC for their successful gala fundraiser

*Trustee Ayling* - to Trustee Johns for covering DPAC last month

*Trustee Lento* - to Superintendent Hauptman for the action log

**6. ITEMS FOR INFORMATION/CORRESPONDENCE**

**6.1. Remembrance Day Services**

Trustee representatives for Remembrance Day services will be:

Elkford: Trustee Helgesen

Sparwood: Trustee Bellina

Fernie: Trustee Lento

Cranbrook: Cranbrook trustees will discuss and let Mrs. Skerik know

**6.2. Workplace Bullying and Harassment**

Employer duties re workplace bullying and harassment are effective November 1, 2013; District Management is reviewing current policies, code of conduct.

**6.3. Burn Fund Calendars**

Trustee Whalen has calendars for sale for \$10 each. Superintendent Hauptman requested further information regarding the opportunity for schools to sell calendars as a fundraiser that she can distribute to schools.

**7. QUESTION PERIOD**

Nil

**8. ADJOURNMENT**

**MOTION R-13-146**

M/S that the October 8, 2013 regular public meeting of the Board of Education adjourn at 7:10 p.m.

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Frank Lento, Chairperson

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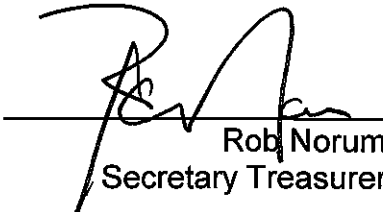
Rob Norum, Secretary Treasurer



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

##### **In-camera Meeting October 8, 2013**

- Pacific Carbon Trust
- Transportation issues
- Finance/Operations/Personnel Committee Report
- BCPSEA Representative Report
- Superintendent's Report – legal and personnel issues
- Board Savings Plan (CUPE Wages)
- Learning Improvement Fund Proposal

  
Rob Norum  
Secretary Treasurer



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
Minutes - Advocacy/Education Committee**

**October 28, 2013, 9:00 a.m.  
Board Office**

**Committee Members  
in Attendance:** Co-Chair Trustee Whalen  
Trustee Bellina  
Trustee Brown  
Trustee Johns

**Regrets:** nil

**Board/District Staff in  
Attendance:** Trustee Ayling  
Trustee Besanger  
Trustee Lento  
Lynn Hauptman, Superintendent  
Gail Rousseau, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1. Call to Order**

The Advocacy/Education Committee Meeting of October 28 was called to order at 9:04 by Co-Chair Whalen.

**1.2. Approval of Agenda**

**Motion: ADV-2013-13**

M/S that the agenda of the Advocacy/Education Committee meeting of October 28, 2013 is approved as circulated.

**1.3. Approval of Minutes**

It was suggested that when attaching items to the minutes that they be dated and marked to the appropriate agenda item.

Item 3.5 should read "Gail Rousseau" forwarded letter 165825 from Minister McRae dated February 22, 2013 to Trustees.

**Motion: ADV-2013-14**

M/S that the minutes of the Advocacy/Education Committee meeting of September 23, 2013 be approved as amended.

**3. ITEMS FORWARDED FROM PREVIOUS MEETING**

**3.1. Coaching, Recruitment and Training for School Teams**

The Superintendent was asked for a report on Coaching, Recruitment and Training for School Teams. The Superintendent was also asked to look into the reasons for a joint application for a volleyball team between LMS and PMS.

Highlights were:

- recently attended a meeting with middle and high school principals to obtain background information
- first time ever not having enough students interested in volleyball at LMS
- kids are choosing to do many other extra-curricular sports i.e., dance, hockey, figure skating, skiing, 4H, etc.
- kids choosing to narrow their focus earlier to become more competitive
- club teams pulling kids away from school sports
- coaching is voluntary; schools first try to recruit parents and community volunteers by advertising and by word of mouth
- athletic director makes decision on coach with staff/Principal
- this Board has put together an extensive Orientation Manual and all coaches are given a copy
- Athletic Director fields issues/concerns and solves in conjunction with Principal
- Schools feel school volleyball **is** being valued in all our schools
- Schools do not feel coaching is in crisis in our schools; they will make sure volunteers are very much appreciated and if any concerns they will find a way to help

A discussion included:

- Process for training of coaches
- District's liability with volunteer coaches
- Vetting policy for community volunteers
- Coaching clinics for volunteers

The Superintendent will draft a response letter to Mr. Popoff detailing today's discussion. A copy of the Orientation Manual will be provided to Trustees.



### **3.2. Letter from SD20 - Childcare in Schools**

A discussion was held regarding pending legislation on this item. It was noted to keep this item pending and to bring it back to the Advocacy/Education Committee when appropriate.

Trustee Lento handed out a draft letter addressed to the BCSTA for review by the Committee. This letter outlines the many letters written by Districts around the Province outlining various concerns brought by members of BCSTA suggesting a meeting be held with the Ministry of Education to deal with these issues. He believes it is the mandate of the BCSTA to deal with these matters brought forward by Boards of Education.

***Recommendation A – that the Board approve and send the draft letter to the BCSTA.***

### **3.3. SD5 Apprenticeships**

Superintendent Hauptman gave a brief report on behalf of Doug McPhee regarding apprenticeships in SD5. Highlights included:

- COTR and SD5 provide Level 1 Trades training for approximately 30 students annually
- Requirements to become "red seal" trained
- Dual credit agreements
- Time allocation for semester courses
- ITA's (Industry Training Authority) involvement regarding skills

The report on SD5 Apprenticeships will be attached to these minutes.

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

### **4.1. DSAC Report**

Highlights included:

- DSAC's last meeting was in September at Blue Lake
- students gave comprehensive presentation at October Board meeting
- Trustee Bellina hopes the Board will support future trips to Blue Lake
- waiting for date for Regional Student Voice; all DSAC will be invited to Elkford

Discussion:

- Prefer student's involvement in Board issues through DSAC
- Trustee Bellina suggested to other Districts at AGM to organize a DSAC in their districts
- A trustee bouquet was given to Trustee Bellina for her work with DSAC
- students at middle school starting to recognize work of DSAC

#### 4.2. DPAC Report

Highlights:

- DPAC AGM – congratulations to Deb Therrien, President for another term, Secretary Karla at GTES, Treasurer Adrienne at KOES
- sent four representatives to BCCPAC Fall Leadership Conference
- parents helping parents survey; tentative district-wide meeting November 27 to give results and do "mini" sessions on agendas, minutes, treasury etc.
- DPAC will send Minister Fassbender minutes of meetings with Abbott and McRae and invite new minister to continue conversation
- DPAC long service recognition for Edward Potekal
- Recognition of future DPAC long-service members
- DPAC would like to have FAQ from parents answered each month and post answers on website; need Board approval – see attached

Discussion:

- distribution of parents helping parents survey report
- representation of Principals and Vice-Principals at meeting November 27
- DPAC to have schools nominate someone for award each year; criteria to be developed
- Derryl White and Chris Johns are willing to present at a future DPAC meeting regarding Legacy of Learning

***Recommendation B – that the draft responses to DPAC's FAQ, prepared by Trustee Ayling, be forwarded to the Board for approval.***

Trustee Ayling will forward the draft responses to Trustees, to the Superintendent and Secretary-Treasurer for comments prior to the November Board meeting.

#### 4.3. Artificial Sweeteners in Schools

Discussion:

- discussion at DPAC
- products in question
- grade ranges according to government
- sweeteners in secondary schools vs. elementary
- grey area in schools which are grades 7-12
- products are in the vending machines
- parents generally are not in favour of aspartame in schools
- vendors'/principals'/parents' responsibility
- Superintendent to have a conversation with Principals about Healthy Schools guidelines

***Recommendation C- that the Superintendent have a conversation with Principals to ensure the Healthy Schools Guidelines are followed and if the schools have younger students in their schools they need to abide by the middle school guidelines.***

This item is to be brought back to the next Advocacy Committee meeting for a report.

#### 4.4. Field Trip to Belize - April 15, 2014

Concerns:

- Education value – Why Belize?
- Lack of itinerary
- Hotel accommodations
- Dates
- Political environment; safety concerns

Superintendent Hauptman provided further information on this trip which was just received this morning.

- teacher is very committed to having her students understand different cultures
- classes have previously raised funds for 3rd world countries
- Belize is known for its ecological reserves and ecotourism
- community of Jaffray is known for doing volunteer work
- encourage teacher/students to come and do a presentation to future Advocacy/Education committee

- Trustee Brown able to provide links to schools in Belize
- connected to Mayan culture

***Recommendation D – that the Board give tentative approval for the trip to Belize by Jaffray students, Spring, 2014.***

**4.5. Field Trip to London, Paris, Florence, Rome - March, 2014**

***Recommendation E – that the Board give tentative approval for the trip to London, Paris, Florence, Rome for Parkland, Laurie and Mt. Baker Students, Spring, 2014.***

Discussion:

- concern about affordability, contingency fund for students
- students are able to earn money to help pay their way
- fundraising

**5. BCSTA LETTERS COPIED TO THE BOARD**

**5.1. Bargaining**

**5.1.1. SD75**

Received and filed.

**5.1.2. SD43**

Received and filed.

**5.1.3. SD42**

Received and filed.

**5.2. Standing Committee on Finance**

**5.2.1. SD39**

Received and filed.

**5.2.2. SD46**

Received and filed.

**5.2.3. SD28**

Received and filed.

**5.3. CUPE Wage Increase**

**5.3.1. SD61**

Received and filed.

**5.3.2. SD70**

Received and filed.

**5.4. Cooperative Gains**

**5.4.1. SD23**

Received and filed.

**5.5. By-Election**

**5.5.1. SD33**

***Recommendation F – that the Board write a letter of support for School District 33.***

Trustee Bellina will bring comments from Provincial Council to the Board meeting in November.

**6. ADJOURNMENT**

The Advocacy/Education Committee meeting was adjourned at 10:20 a.m.



# SCHOOL DISTRICT 5

SOUTHEAST KOOTENAY  
October 31, 2013

3.2

Teresa Reznasoff  
BCSTA  
4th floor - 1580 West Broadway  
Vancouver, BC  
V6J 5K9

Dear Teresa,

As you are aware, numerous letters have been drafted, copied, received and forwarded to the Minister of Education by Districts throughout the Province in which concerns and issues regarding Boards' ultimate responsibility of serving students have flooded the email network.

Invariably, Boards receive a reply from the Minister acknowledging the concerns and issues and an expression of appreciation for our interest and hard work. Rarely do we receive a reply that the concerns or issues will be addressed.

Would there be any merit in the BCSTA bringing these concerns and issues to the Minister directly on a regular basis for some resolution with reports to Boards throughout the Province? We would be thrilled to have our provincial education leaders recognize, acknowledge and respond to those matters impacting our local ability to nourish educational environments in our District in which students may thrive rather than survive.

School District 5 would like to submit the following concerns that have filled our screens over the past few months to be pursued:

- Funding of employee salary increases including Pension Plan increases
- Worksafe BC
- BC Education Plan/Personalized Learning – Where are we?
- Community Plan for Integration of Early Care in Schools
- Utility rate increases
- Unfunded anti-bullying strategies
- Corporate/industrial school taxes
- Technology as part of the operating fund formula
- Funding to independent schools for non-graduated adults
- Carbon offsets
- International Students

Thank you.

Sincerely,

Frank Lento  
Chairperson of the Board of Education

Cc: Trustees

In Response:

### Apprenticeships

There was confusion about the question of apprenticeship training within the district.

1. Through the ACE-IT program School District 5 and COTR provide Level 1 Trades Training for about 30 students annually. In order to successfully become a journeyman, often referred to as a "Red Seal", an aspiring individual would have to complete a prescribed number of work related hours under the supervision of a certified journey person AND complete either 4 training sessions or levels offered at a local training college such as COTR OR challenge the final exam and practical test for the trade.

A student involved with ACE-IT will be given the opportunity to gain background and practice sufficient to successful completion of Level 1. It is their responsibility to find employment as an apprentice beyond that point and satisfy the training and work place hours required for complete certification.

2. Why doesn't SD5 hire apprentices? We have offered this in the past as an opportunity within the union. We have had a previous employees hired on as a labourer and bid on a position of painter's helper. The painter was a certified tradesperson and working with that individual over a period of time our employee in question was able to complete the work place hours required, training and pass certification exams.

### Dual Credit Agreements

<http://www.northwestbusiness.ca/2012/04/northern-opportunities-a-pretty-good-deal/>

Questions often asked to determine if a course of study satisfies dual credit funding:

1. Is the course to be offered, something that enrollment or staff credentials prohibits the school from offering?

The ACE-IT program requires that the instructor is a red seal journeyman in the trade of focus. The workaround for some schools has been to pair the journeyman with a classroom instructor. The enrollment for the course, in this case, would have to be such that it would employ the classroom teacher and the time required for the journeyman's direct involvement. Current there are about 30 students involved in ACE-IT in a number of distinct trades.

2. Is the course to be offered open to the public, college students in this case, as well as school aged students?

The seats offered by COTR for students are a balance of those interests from the public and those from students in SD5, SD6 and SD8. Fortunately, in most trade areas, the

classes are filled in advance of the first day of instruction. I currently have applications for students wishing consideration for programs offered in September of 2014.

3. Is the course following the College curriculum?

In the case of ACE-IT programs, the Industry Training Authority or ITA works with the trade organizations and industry to determine the skills and theory required to become a successful journeyman in that trade.

4. Is the course offered outside of regular school hours?

Probably the least of the considerations, the ACE-IT programs have start dates that roughly correspond with the beginning of September or the Semester Change in February. There is, however, considerable variety in the total training hours required for the successful completion of Level 1.

|                         |          |          |
|-------------------------|----------|----------|
| Auto Service Technician | 30 weeks | 150 days |
| Carpentry               | 24 weeks | 120 days |
| Culinary Arts           | 28 weeks | 120 days |
| Electrician             | 24 weeks | 140 days |
| Hairstylist             | 44 weeks | 220 days |
| Heavy Duty Mechanic     | 36 weeks | 180 days |
| Millwright              | 24 weeks | 120 days |
| Plumbing                | 21 weeks | 105 days |
| Welding                 | 30 weeks | 150 days |
| Metal Fabricator        | 23 Weeks | 115 days |
| Steamfitter/Pipefitter  | 21 Weeks | 105 days |

Days of Instruction SD5 Calendar for 2013-14                      179 days

The Hairstylist Program exceeds the regular school year. At roughly 90 days to a semester, all of the trades programs exceed the time allocation for a full semester of study.



## 1. Why Do Parents Need to Know about Carbon Offsets?

- School Districts in BC are legally required to pay carbon offsets to the crown corporation, Pacific Carbon Trust (PCT) each year as part of the government's *Greenhouse Gas Reduction Targets Act*. Last year SD5 paid nearly \$80,000 while receiving back only \$9,000 to use towards reducing our own greenhouse gas emissions (carbon footprint).
- Under the *Act*, school districts are required to offset carbon footprints. Most of our district's footprints are a direct result of greenhouse gas emissions from old and inefficient school buildings, for example, Mount Baker Secondary School (MBSS) and other schools. However, boards are unable to replace or upgrade ageing facilities without the funding and approval of government.
- The money paid out each year to the Pacific Carbon Trust comes directly out of a board's operating budget, reducing the amount of funding available for actual education programs.

To learn more about our Board's Advocacy efforts around carbon offsets, please feel free to visit the SD5 Advocacy page at <http://sd5.bc.ca/board/Advocacy.asp>

## 2. How does the District determine Special Education Funding?

- The Ministry of Education (MoE) provides funding to Districts based on the *Manual of Policies, Procedures, and Guidelines, Section E* and provides specific funding for each of twelve categories listed in the manual. Referred to as "targeted funding", this money can only be used to fund special needs services and varies in amounts, based on each category.
- As with most Districts across the province, this targeted funding consistently falls short of actual service costs for students. In SD5 the District currently provides an extra two million dollars (?) in order to also provide needed service to students who do not qualify for "targeted funding" under a specific category but are still in need of support services.
- Despite the fact that SD5 provides extra funding for special education out of its regular operating funds each year, adequate funding remains a challenge. Last month the Board of Education established the *Student Services Standing Committee* to help address this and other student service challenges.

To view the Manual of Policies, Procedures, and Guidelines, visit <http://www.bced.gov.bc.ca/specialed/ppandg.htm>

For more information on SD5's Student Support Services please feel free to visit <http://www.sd5.bc.ca/services/studentsupport/>

4.4



# Field Trip Application Checklist

Required for school trips *beyond the geographic boundaries of Canada or the Mainland of the United States*

**BOARD APPROVAL** (must be presented to the Education/Policy Committee, prior to parent/student contact, for Board approval at least 3 months in advance of trip) Please complete and email to [gail.rousseau@sd5.bc.ca](mailto:gail.rousseau@sd5.bc.ca).

Date: Oct 1/14  
 School(s): Jaffray School Grade(s): 10  
 Sponsor Teacher(s): Daralyn Mullen

Educational Objectives and Rational:  
 (attach separate sheet)

Departure Date: Apr 15/14 Return Date: Apr 23/14

Destination: Belize

Method of Transportation: Air / Bus / Taxi

Cost Per Student: \$2700

Fundraising Opportunities for Students: (attach separate sheet) *superstore gift cards, car washes, bake sales, raffles*  
 (all students must be given an opportunity to participate)

**BOARD APPROVAL:** [Signature] Date: Oct 28/13

**Trip Details:** Please attach supporting documents at least 30 days prior to departure for the following:

|                                                                             | For School Use Only<br>(check when complete) | For Parent Use Only<br>(check when complete) |
|-----------------------------------------------------------------------------|----------------------------------------------|----------------------------------------------|
| Names of Students, Grade, Emergency Contact Numbers:                        | ✓                                            |                                              |
| Transportation & Accommodation Details:<br>(include name of travel company) | ✓                                            |                                              |
| List of Chaperones: (minimum ratio 15:1)<br>(attach Criminal Record Checks) |                                              |                                              |
| # of Staff: <u>2</u>                                                        | ✓                                            |                                              |
| # of Non-Staff: <u>5</u>                                                    |                                              |                                              |
| Schedule/Itinerary:                                                         | ✓                                            |                                              |
| Insurance: (Health & Liability):                                            | ✓                                            |                                              |
| Safety/Worst Case Scenario Plan:<br>(see example attached)                  | ✓                                            |                                              |

Teacher(s) Signature: [Signature] Date: Oct 1/13

Principal's Approval: [Signature] Date: Oct 1/13

Board (Chairperson) Approval: [Signature] Date: Oct 28/13

### **Educational Objectives and Rationale for Jaffray Belize Trip April 2014**

The Jaffray School students will experience a culture in a developing nation. They will spend time with the local people, exploring their lifestyle. We will also visit various landmarks within the daily tours to appreciate and better understand the people of Belize. The students will work with the currency and experience the markets and see the local goods and meet the vendors. We will spend time at the Ambergris Caye and participate in water activities such as snorkeling, snuba, or trekking. We hope to visit a school or an orphanage and spend time with the children there.

The students will also experience international travel and learn the rules of exiting and entering another country via airport, as well within the country using local transportation such as busses, taxi, etc. The students will participate in a variety of activities that will help them develop a passion for travel, and learning about other countries and people.

We would like to take school supplies to an orphanage or a school while in Belize, however, these arrangements are to be made with our travel guide when we arrive in Belize and he/she will take us to visit either places on our last day in Belize. This visit is not pre-arranged through EF tours. If by chance, we are not able to visit the orphanage or school, we will leave the school supplies with the our tour director and she will ensure they will be delivered to either places on our behalf.



# Educational Tours

## Best of Belize

Tweet



In Belize, explore two different ecosystems ~ jungle and coastline. Hike through lush forest, ride a riverboat, snorkel in the Caribbean. Learn about the fascinating history and culture of the indigenous people. Visits to the archaeological sites of Lamanai and Xunantunich shed light on the Maya culture.

### Tour Length

7 days or  
8 days

### Tour Visits



Day 1: Fly to Belize

---

**Day 2: Belize City**

Boat transfer to the New River Lagoon

Take a guided tour of Lamanai Ruins

---

**Day 3: Peccary Hills National Park • San Ignacio**

Travel to Peccary Hills National Park

Take a guided jungle hike

Take a zip-line tour

Travel to San Ignacio

---

**Day 4: Xunantunich Ruins • San Ignacio**

Travel to Xunantunich Ruins. Cross Mopan River via hand-cranked ferry (5min crossing).

Visit the Xunantunich Ruins

Visit the Chaa Creek Natural History Center

---

**Day 5: Burrel Boom • Ambergris Caye**

Travel to Burrel Boom

Boat transfer on the Olde Belize River

Return to Belize City

Travel by ferry to Ambergris Caye

---

**Day 6: Ambergris Caye**

Snorkel at Hol Chan

Snorkel at Shark Ray Alley

Optional: Scuba

Optional: Sea Trek

Enjoy free time in Ambergris Caye

---

**Day 7: Belize City • Depart for home**

Take the ferry to Belize City

Depart for your flight home

---

**TOUR EXTENSION**

Call 1-800-387-1460 now to extend your experience and get more!

**Day 7: Ambergris Caye**

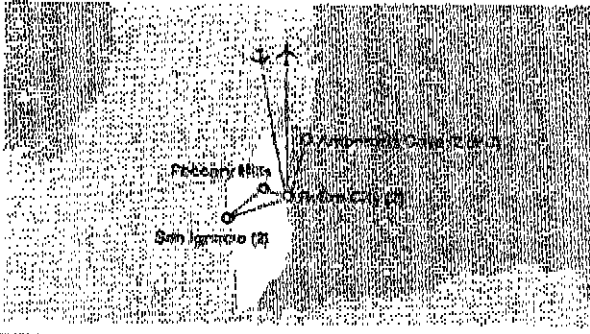
Enjoy free time in Ambergris Caye

**Day 8: Belize City • Depart for home**








Take the ferry to Belize City

Depart for your flight home

---



### Everything you get:

-  Round-trip flights
-  Comfortable motor coach
-  6 overnight stays in hotels with private bathrooms (7 with extension)
-  Breakfast and dinner daily; 5 lunches
-  Full-time bilingual Tour Director
-  1 sightseeing tour led by a licensed local guide
-  **Entrances:** Lamanai Ruins • Guided jungle hike • Zipline tour • Xunantunich Ruins • Chaa Creek Natural History Center • Wildlife viewing on Old Belize River boat ride • Howler Monkey Sanctuary • Snorkelling

*Quote*



**Educational Tours**

For more information, please call 1-800-367-1468

# Best of Belize

## Tour Information

Group Leader: Dari Thielen  
 Tour ID: 1427813UB  
 Tour Name: Best of Belize  
 Tour Provider: EF Educational Tours  
 Departure Date: Saturday, Apr 19, 2014  
 Return Date: Friday, Apr 25, 2014  
 Number of Days: 7  
 Departure City: Spokane

## EF's guaranteed lowest price includes:



### Air, land and water transportation

Your flights—covered. Buses, trains, cruise ships, ferries, subways—covered. We take care of getting you around so you can enjoy the ride.



### Overnight accommodations

After a jam-packed day, when you're ready for a good night's rest, we ensure safe hotels with comfortable rooms and private bathrooms.



### Breakfast and dinner daily

Breakfasts and eating dinners at local restaurants are part of the tour experience. We leave lunch up to you so you'll have the chance to explore your own tastes.



### Full-time Tour Director

We have the best Tour Directors in the business. These trusted, friendly staff members are with you 24/7 to handle all on-tour logistics and to provide cultural insights everywhere you go.



### Sightseeing tours led by expert local guides

Get the in-depth version as your licensed local guide leads you on a tour of anything from the Vatican City to the Prado in Madrid.



### Entrances into the world's greatest attractions

Steps inside the Alhambra, Sistine Chapel, the Louvre, the Acropolis ... and many, many more amazing attractions. Entrance fees to the best sites are included.



### Connections with friends and family

TourLink, your online travel journal, is the place to share the tour with friends and family following along at home. It also connects to Facebook for even more fun.



### Worldwide support, safety and security

We have over 400 schools and offices in more than 50 countries, which means if something happens, we can react quickly and in person. We also include our \$15 million liability policy and an All-Inclusive Protection Plan, which covers anything from a lost bag to a cancelled trip.



### Exclusive partnerships

EF is dedicated to supporting and supplementing your curriculum. Our exclusive partnerships with leading organizations like Me to We in support of Free The Children, Canada's History Society, The Vimy Foundation

## THE EF PRICE GUARANTEE

*One simple, guaranteed lowest price with no departure fees.*

**Total price**  
 \$2,815 for Students      \$256 per month  
 \$3,115 for Adults      \$284 per month

### Price details <sup>1</sup>

Program Price <sup>2</sup>      \$2,566  
 Weekend Supplement      \$80  
 All Inclusive Protection Plan      \$149  
 Peace of Mind      Free

|                  | Monthly | Total   |
|------------------|---------|---------|
| For Students     | \$256   | \$2,815 |
| Adult Supplement |         | \$300   |
| For Adults       | \$284   | \$3,115 |

## Tour description

In Belize, explore two different ecosystems – jungle and coastline. Hike through lush forest, ride a riverboat, snorkel in the Caribbean. Learn about the fascinating history and culture of the indigenous people. Visits to the archaeological sites of



Lamanai and Xunantunich shed light on the Maya culture.

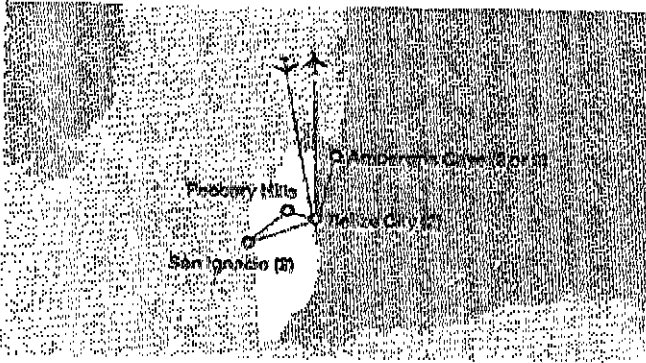
and Evergreen help you and your students reach your academic goals.

**EF is the World Leader in International Education**

Our mission and our passion are one in the same. For over 45 years and with 400 schools and offices in more than 50 countries, we've helped millions of people become citizens of the world by breaking down barriers of language, culture and geography. Through educational travel, cultural exchanges, language training and degree programs—we put education first.

**Everything included in this EF tour:**

- Round-trip flights
- Comfortable motor coach
- 6 overnight stays in hotels with private bathrooms (7 with extension)
- Breakfast and dinner daily; 3 lunches
- Full-time bilingual Tour Director
- 1 sightseeing tour led by a licensed local guide
- Entrances; Lamanai Ruins • Guided jungle hike • Zipline tour • Xunantunich Ruins • Chaa Creek Natural History Center • Wildlife viewing on Old Belize River boat ride • Howler Monkey Sanctuary • Snorkelling



**Itinerary**

- Day 1: Fly to Belize
- Day 2: Belize City
- Day 3: Peccary Hills National Park • San Ignacio
- Day 4: Xunantunich Ruins • San Ignacio
- Day 5: Burrel Boom • Ambergris Caye
- Day 6: Ambergris Caye
- Day 7: Belize City • Depart for home

For more information, call EF at 1-800-387-1460.

\* Adult supplement required for age 20 and older at the time of travel. To view EF's Booking Conditions, visit [efours.ca/bc](http://efours.ca/bc).

\* Program price valid for all who enroll from Friday, March 29, 2013 through Sunday, March 31, 2013. Program Price includes all airline/travel provider surcharges, departure taxes and airport fees.



**Educational Tours**

Log In

**EF's All-Inclusive Travel Protection Plan**

Most Canadian insurance companies don't provide enough coverage for people travelling abroad - but at EF, we make sure our travellers are protected. Our All-Inclusive Travel Protection Plan is automatically added to all our travellers' accounts and includes:

**EF's All-Inclusive Travel Protection Plan includes:**

**Medical and Accident Coverage**

This covers up to \$45,000 in hospital bills, doctors' fees, prescriptions, medical transportation, and food and lodging expenses for two relatives to be at your side.

**Baggage and Property Coverage**

This covers up to \$2,800 for stolen baggage and up to \$1,400 for theft-prone property during your tour, up to \$400 for stolen cash, up to \$700 for stolen airline tickets and other valuable documents, and up to \$225 for baggage delayed more than 24 hours (except on your way home).

**Tour Cancellation and Interruption Coverage**

This covers your entire tour program fee if you need to cancel your tour due to a serious injury, hospitalization, unexpected financial hardship, jury duty or severe damage to your home.

**24-hour Emergency Coverage**

This covers assistance and the handling of your claims during your tour. We also give you access to our 24-hour English-speaking worldwide emergency network.

*Underwritten by Efecta Insurance International Ltd., Bermudian Arcad, 3<sup>rd</sup> floor, 27 Queen Street, HM11, Hamilton, Bermuda, through a Master Policy issued to EF Cultural Travel Ltd. For complete terms, conditions and exclusions, please refer to the Master Policy, which may be obtained by calling EF at 1-800-263-2806.*

INSURANCE

4.5



# Field Trip Application Checklist

Required for school trips *beyond the geographic boundaries of Canada or the Mainland of the United States*

**BOARD APPROVAL** (must be presented to the Education/Policy Committee, prior to parent/student contact, for Board approval at least 3 months in advance of trip) Please complete and email to [gail.rousseau@sd5.bc.ca](mailto:gail.rousseau@sd5.bc.ca).

Date: Oct. 16 / 13

School(s): LAURIE PARKLAND, BAKER Grade(s): 9, 10, 11, 12

Sponsor Teacher(s): E. JAKOBSEN, C. OLSON, M. PARON

Educational Objectives and Rational:  
(attach separate sheet)

Departure Date: MARCH 15, 2014 Return Date: MARCH 26 / 2014

Destination: LONDON, PARIS, FLORENCE, ROME

Method of Transportation: BUS TO CALGARY → FLIGHT - AIR CANADA

Cost Per Student: 3,745.00

Fundraising Opportunities for Students: (attach separate sheet) -banago coupons  
(all students must be given an opportunity to participate)

BOARD APPROVAL: [Signature] Date: Oct 28 / 13

**Trip Details:** Please attach supporting documents at least 30 days prior to departure for the following:

|                                                                          |  |  |
|--------------------------------------------------------------------------|--|--|
| Names of Students, Grade, Emergency Contact Numbers:                     |  |  |
| Transportation & Accommodation Details: (include name of travel company) |  |  |
| List of Chaperones: (minimum ratio 15:1) (attach Criminal Record Checks) |  |  |
| # of Staff: _____                                                        |  |  |
| # of Non-Staff: _____                                                    |  |  |
| Schedule/Itinerary:                                                      |  |  |
| Insurance: (Health & Liability):                                         |  |  |
| Safety/Worst Case Scenario Plan: (see example attached)                  |  |  |

Teacher(s) Signature: [Signature] Date: Oct. 16 / 13

Principal's Approval: [Signature] Date: Oct 17 / 13

Board (Chairperson) Approval: [Signature] Date: Oct 28 / 13



Home > My Account > My Tours > London, Paris & Italy Tour Centre<sup>SM</sup>

Log Out >

# london, paris & italy

156 Days til Departure | Departing From: Calgary  
March 15, 2014 - March 26, 2014

Tour Centre ID: Jakobsen-9729  
28 Travellers | 30 Estimated Group Size (edit >) | 1:16 Chaperone Ratio

administrator view | participant view | public view

share print

## PHOTO GALLERY



[add/edit/remove photos >](#)

## TOUR ITINERARY [print itinerary >](#)

**Optional Individual Stay Ahead \$178.00**

### Day 1 Start Tour

### Day 2 Hello London

Meet your Tour Director and check into hotel

#### London City Walk >

Thames River, Trafalgar Square, National Gallery Visit, Piccadilly Circus, Covent Garden, Leicester Square, Soho

Fish and Chips dinner >



### Day 3 London Landmarks

#### London Guided Sightseeing Tour >

Buckingham Palace, Big Ben, Houses of Parliament, Westminster Abbey, Tower Bridge, Hyde Park, St. Paul's Cathedral

Optional Windsor Castle guided excursion > \$80

### Day 4 London--Paris

#### Eurostar Chunnel crossing >

Arrive in Paris

#### Paris City Walk >

Ile de la Cité, Notre Dame Cathedral visit, Ile St. Louis, Latin Quarter visit >

Dinner in Latin Quarter

Ile de la Cité treasure hunt >

### Day 5 Paris Landmarks

#### Paris Guided Sightseeing Tour >

Arc de Triomphe, Champs-Élysées, Eiffel Tower, Champ de Mars, École Militaire, les Invalides, Conclergerie, Tuileries, Place Vendôme, Opera House

Optional Versailles Guided Excursion > \$80

State Apartments, Hall of Mirrors, Gardens of Versailles

Seine River Cruise >

### Day 6 Paris--Florence

Visit the Louvre >

Lunch

Overnight train to Florence

### Day 7 Florence Landmarks

## TEACHER TOOLBOX

- [account >](#)
- [chaperone controls >](#)
- [on-tour info packet >](#)
- [options >](#)
- [rewards >](#)
- [rooming >](#)
- [tour diary >](#)

## TRAVELLER REPORTS

- [account balance >](#)
- [addresses >](#)
- [flight information >](#)
- [free places >](#)
- [travel protection >](#)
- [options >](#)
- [reservations >](#)
- [roster >](#)

## TOUR FEE INFO [view tour fee info >](#) [terms & conditions >](#)

**Total Fee: \$3,797.00\***

OR 3 monthly payments of \$1,200.67

After initial payment of \$195.00

\* Tour Fee Increases on: Nov 1, 2013

[rewards summary >](#) [change my sign up deadline >](#)

## ABOUT YOUR GROUP LEADER



Departing From: Calgary

[update profile visibility settings >](#)

## TIMELINE

### 5 MONTHS BEFORE DEPARTURE

Oct 16, 2013 - Assign Your Free Places

Oct 26, 2013 - Upcoming Account Deadlines

Oct 31, 2013 - Optional Excursion Sign-Up Deadline

There are 5 overdue tasks.

[view all >](#)

## RECENT ACTIVITY

Sep 29, 2013: Chloé Pitre signed up

Sep 19, 2013: Mark Paron signed up

June 19, 2013: Lydia van De Castle signed up

June 11, 2013: Christine Olson signed up

June 6, 2013: Siarra Haire signed up

[view all >](#)

Florence Guided Walking Sightseeing Tour with Whisper  
headsets  
Palazzo Vecchio, Piazza della Signoria, Chiesa di Santa  
Croce, Ponte Vecchio, Duomo visit, Leather  
workshop, Gates of Paradise, Giotto's Bell  
Tower, Dante's house  
Traditional Italian Pizza Dinner

**TOUR LINKS**

[Resources >](#)  
[General FAQs >](#)

[Destination Information >](#)  
[Get Ready >](#)

[update links >](#)

**Day 8 Florence--Rome**

Travel to Rome  
St. Francis of Assisi Basilica visit  
Rome City Walk  
Spanish Steps, Trevi Fountain, Pantheon, Piazza Navona

**RESERVATIONS**

**Flight Information**

Your flight information is not yet available. Please check back later.

**Day 9 Rome Landmarks**

Rome Guided Walking Sightseeing Tour with Whisper  
headsets  
Vatican Museums & Sistine Chapel visit, Visit St. Peter's  
Basilica, Visit Colosseum, Piazza Venezia, Forum  
Romanum Visit  
Authentic Trattoria Dinner

**Accommodations Information**

Mar 16, 2014 - Mar 18,  
2014  
Ibis Wembley  
South Way  
Wembley  
London, HA9 6BA  
England  
Phone Number: 011 44 (0)2084535100

**Day 10 Start Extension to Sorrento**

Travel to Sorrento  
Camping workshop  
Guided Visit Pompeii

[SITE MAP](#) [PRIVACY POLICY](#) [TERMS OF USE](#)

**Day 11 Sorrento--Rome**

Travel to Rome  
Capri & Blue Grotto Excursion

**Day 12 End Tour**

**Optional Individual Stay Behind \$175.00**

**ABOUT YOUR TOUR DIRECTOR**

**Lisa Smith**

Lisa is an experienced Tour Director who lives in London, but has  
also has spent time living in Florence, Italy and Boston, USA. She  
enjoys learning and speaking languages and can converse in French  
and Italian, as well as German and Spanish.

Explorica Canada Inc. Toronto, ON [Toll-free and Travelers: 1.888.378.6646](#) TTCO Registration # 30012536

Good morning Elizabeth & Chris,

How is your summer going? I am sure we are all in the same boat and cant believe its already August 22<sup>nd</sup>.

I have received some good news from our flights team in regards to your groups flights. They have your itinerary tentatively set waiting on your approval (see below). If you are not happy with the flights, I can have them go back to the drawing board and see what else is available. They look pretty good to me but please let me know your thoughts!

"Great news! The flights for your Jakobsen-9729 tour have been reserved.

Based on the expected total tour participant number you provided, Explorica has reserved 30 seats on the following itinerary:

| <u>SERVICE</u>       | <u>DATE</u>        | <u>FROM</u>                 | <u>TO</u>                   | <u>DEPART</u> | <u>ARRIVE</u>  |
|----------------------|--------------------|-----------------------------|-----------------------------|---------------|----------------|
| AIR CANADA<br>AC 850 | 15MAR<br>SATURDAY  | CALGARY AB<br>CALGARY INTL  | LONDON<br>HEATHROW          | 700P          | 1010A<br>16MAR |
| LUFTHANSA<br>LH 243  | 26MAR<br>WEDNESDAY | ROME<br>FIUMICINO           | FRANKFURT<br>FRANKFURT INTL | 620A          | 825A           |
| AIR CANADA<br>AC 845 | 26MAR<br>WEDNESDAY | FRANKFURT<br>FRANKFURT INTL | CALGARY AB<br>CALGARY INTL  | 155P          | 450P           |

Please note that while we have secured the above itinerary for your group, airlines do reserve the right to make schedule, routing, and flight number changes at any time before departure. Of course, should any changes to your itinerary occur, I will contact you immediately to ensure the updated itinerary still meets your needs."

Look forward to hearing from you!

Take care,

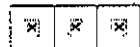
**Brent Bidner**

*Business Development Executive*

**explorica**

3080 Yonge Street  
Suite 5052, Box 32  
Toronto, ON M4N 3N1  
p: 888.378.8845 x223  
w: [explorica.ca](http://explorica.ca)

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

**October 28, 2013, 10:00 a.m.  
Board Office**

Committee Members in Attendance: Co-Chair Trustee Brown  
Trustee Ayling  
Trustee Besanger

Regrets: Co-Chair Trustee Damstrom

Board/District Staff in Attendance: Trustee Bellina  
Trustee Johns  
Chairperson Lento  
Trustee Whalen  
L. Hauptman, Superintendent  
D. Casault, Director of Instruction/Student Learning  
J. Paetz, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1. Call to Order**

The Policy Committee meeting of October 28, 2013 was called to order at 10:25 a.m. by Co-Chair Brown.

**1.2. Approval of the Agenda**

**POL-2013-011**

"M/S that the agenda for the Policy Committee meeting of October 28, 2013 be approved as circulated."

**1.3. Approval of the Minutes**

**POL-2013-012**

"M/S that the minutes of the Policy Committee meeting of September 23, 2013 be approved as circulated."

**2. POLICIES PASSED BY THE BOARD SINCE LAST MEETING**

Policy 1.4 Terms of Reference – Policy Committee  
Policy 1.6 Terms of Reference – Advocacy/Education Committee  
Policy 1.12 Terms of Reference – Student Services Committee  
Policy 2.13 Alcohol – Buildings, Grounds and Functions

### **3. BUSINESS ARISING FROM PREVIOUS MEETING**

#### **3.1. Policy 3.1 Student Registration, Enrolment and Placement**

The policy was being brought forward for the Board to set enrolment deadline dates; however, it is much larger than that. District Management needs to meet to discuss a number of items related to the policy before proceeding. Item is deferred until further notice.

#### **3.2. Revised Policy 1.2 Procedural By-Law / Draft Policy School Board Operations**

Trustee Johns advised that he met with Mr. Norum last week. It was agreed that Trustee Johns would represent the original committee formed to deal with the draft School Board Operation policy, and he and Mr. Norum to meet to sort the two policies out.

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

#### **4.1. Draft Policy Bullying, Harassment and Intimidation**

Mandated by Work Safe BC that policy and procedures must be in place to address workplace bullying, harassment and intimidation by November 1, 2013.

Discussion included:

- a PowerPoint is also available for training staff (training could start as early as mid-November)
- policy and regulations are separate to avoid continual policy revisions when minor changes are made in the future
- the regular WCB form would be used
- could the policy make reference to the district's EFAP?
- initial paragraph speaks to many different people/positions, whereas the following pages only refer to workers
- clarification that the policy is meant to only deal with workplace bullying, harassment and intimidation
- Social media bullying
- course of action for parents who are bullied, harassed or intimidated
- District Code of Conduct covers students
- don't want to lose the context of what is in the first paragraph regarding the other groups.

It was agreed to bring all policies, regulations and procedures dealing with these issues to review at the November meeting.

Noted that the ERASE overview for Trustees has not happened yet.

#### **4.2. Policy 2.10 District Health and Safety Program**

Mrs. Casault advised 4.13 should be deleted as the newer Policy 2.10 has incorporated everything in 4.13 plus additional information.



**RECOMMENDATION A**

***"That Policy 2.10 District Health and Safety Program be sent to the Board of Education for deletion."***

**4.3. Policy 2.1 Tobacco Free District**

Discussion regarding whether or not the current policy requires any changes due to the recent information from Interior Health regarding electronic cigarette products.

It was agreed that these new products are covered by the current policy.

**4.4. Policy 3.16 Correspondence Courses**

Correspondence courses no longer exist; therefore this policy should be deleted.

**RECOMMENDATION B**

***"That Policy 3.16 Correspondence Courses be sent to the Board of Education for deletion."***

**5. INFORMATION ITEMS**

**6. ADJOURNMENT**

The meeting adjourned at 10:58 a.m.



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)**

**October 28, 2013, 12:30 p.m.  
Board Office**

Committee Co-Chair Trustee Johns  
Members in Co-Chair Trustee Helgesen (by telephone)  
Attendance: Trustee Bellina  
Trustee Whalen

Board/District Staff Trustee Ayling  
in Attendance: Trustee Besanger  
Trustee Lento  
R. Norum, Secretary Treasurer  
L. Hauptman, Superintendent of Schools  
J. Skerik, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1. Call to Order**

The public Finance/Operations/Personnel Committee meeting of October 28, 2013 was called to order at 12:40 p.m. by Co-chair Trustee Johns.

**1.2. Approval of the Agenda  
MOTION FOP-P 2013-13**

M/S that the agenda of the public Finance/Operations/Personnel Committee meeting of October 28, 2013 be approved as circulated.

**CARRIED**

**1.3. Approval of the Minutes  
MOTION FOP-P 2013-14**

M/S that the minutes of the public Finance/Operations/Personnel Committee meeting of September 23, 2013 be approved as circulated.

**CARRIED**

**5. ITEMS FOR INFORMATION**

**5.1. Safety Report**  
Nil

**5.2. Used Vehicle Tender Summary**  
For information.

**5.3. Letter of Thanks - Elk Valley Society for Community Living**  
For information.

**6. QUESTION PERIOD**  
Nil

**7. ADJOURNMENT**  
The public Finance/Operations/Personnel Committee meeting of October 28, 2013 adjourned at 12:45 p.m.



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

**October 28, 2013, 11:00 a.m.  
Board Office**

Committee Members  
in Attendance:      Co-Chair Trustee Besanger  
                                 Co-Chair Trustee Johns  
                                 Trustee Ayling  
                                 Trustee Whalen

Board/District Staff in  
Attendance:      Trustee Bellina  
                                 Trustee Brown  
                                 Chairperson Lento  
                                 L. Hauptman, Superintendent  
                                 D. Verbeurgt, District Principal/Student Services  
                                 J. Paetz, Exec. Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1. Call to Order**

The Student Services meeting of October 28, 2013 was called to order at 11:20 a.m. by Co-Chair Besanger.

**1.2. Approval of the Agenda  
SS-2013-006**

M/S that the agenda for the Student Services Meeting of October 28, 2013 be approved as circulated.

**CARRIED**

**1.3. Approval of the Minutes  
SS-2013-007**

M/S that the minutes of the Student Services meeting of September 23, 2013 be approved as circulated.

**CARRIED**

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

**2.1. Moore Case Review**

Mr. Verbeurgt gave a brief summary of the case. The two page summary was compiled from two teleconferences and several discussions.

Discussion included:

- Programs have to be equally reduced, if needed at all. Special Education programs have a higher priority than other discretionary programs.
- districts must follow the School Act and provide a range of programs
- we shouldn't start programs without the intention of sustaining them
- financial constraints cannot be the reason for cancelling a program
- gifted programs/students in the District

A copy of the 1701 report will be provided to Trustees at the next meeting.

## **2.2. Letter from Kootenay Child Development Centre**

Trustee Whalen advised she will have the letter for the November meeting.

## **2.3. Policy 3.10 Student Services Programs - Statement of Philosophy**

A draft revised policy was distributed.

Discussion included:

- What are our beliefs? (beliefs and values should drive our philosophy)
- definition of inclusion versus integration
- all students should have access to a quality education
- the policy doesn't address the new curriculum but addresses the access to the new curriculum
- personalized learning should be included
- concerns expressed that tasks are not assigned to specific positions, however it was discussed that this is an overarching policy, not regulations or procedures
- clarified that policies should not be too specific - details would be part of regulations/procedures, otherwise policies would need to be continually revised due to even minor changes in the future

District Management will review and and bring back to the November meeting.

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

### **3.1. Future Directions in Learning Services**

Information was presented at the August BC CASE meeting.

The 'Plan' refers to the 'BC Education Plan'.

The Big Three: Practice

1. Develop and articulate an early intervention practices and collaborative partnerships model for all students.
2. Develop an articulated provincial vision for a continuum of instructional support based on the Universal Design for Learning (UDL) Framework and Response to Intervention (RTI).
3. Develop a 'transition years' model for school completion.

Discussion included:

- Big Three shall remain, changes in government and Ministers has slowed the process

- no further information on how the Ministry is moving forward with this
- innovation grants were given last year (none this year)
- Trustee Whalen mentioned more provincial funding for early education, including a provincial office and 24 Child Development Centres across the province
- Compliance Audits - occur in several areas (attendance/enrollment/Aboriginal and special education). Usually find out in November if we are being audited. Our Student Services Coordinators and District Principal have done extensive work on ensuring files are 'audit resistance'.
- pilot projects (videos) are available on BC CASE website - we will showcase a few examples at the November meeting.

**4. INFORMATON ITEMS**

Nil

**5. ADJOURNMENT**

The meeting was adjourned at 12:09 p.m.

Oct/Nov 2013

**Communications Committee Report**

**Published Media release(s):**

CUPE Bargaining

**Media release(s) for distribution:**

None at this time

**Media Releases in the works:**

None at this time

**Media-Related Activities:**

CUPE Bargaining was covered in the Townsman, E-Know Online News & The Drive 102.9. It was also sent to the BCSTA for distribution to members



**Board of Education  
School District No. 5 (Southeast Kootenay)  
Trustee Reports – November 2013**

**Trustee Ayling**

|            |                             |
|------------|-----------------------------|
| October 8  | Board meeting               |
| October 9  | DPAC                        |
| October 10 | KO PAC                      |
| October 17 | Humanity Network            |
| October 21 | Social Planning Committee   |
| October 21 | CUPE release meeting        |
| October 21 | AW PAC                      |
| October 28 | Committee meetings          |
| October 29 | GAUGE lunch                 |
| October 31 | DPAC Survey meeting         |
| November 1 | Exempt Staff Hiring meeting |

**Trustee Bellina**

|               |                                                                                                                                      |
|---------------|--------------------------------------------------------------------------------------------------------------------------------------|
| September 24  | District of Sparwood OCP Meeting - I gave input for 'education' to be included in the plan - it wasn't.                              |
| October 8     | Board Meeting - Sparwood                                                                                                             |
| October 10    | Reach a Reader - Columbia Basin Trust Alliance for Literacy/ECD - sold newspapers in Mall to encourage/support literacy for all ages |
| October 15    | FJ Mitchell PAC Meeting                                                                                                              |
| October 17    | Early Childhood Development meeting<br>Legacy of Learning meeting at Sparwood Secondary School                                       |
| October 21    | Bargaining CUPE working session conference call<br>Sparwood Secondary School PAC meeting                                             |
| October 24/25 | BCPSEA Symposium                                                                                                                     |
| October 25/26 | Provincial Council - BCSTA                                                                                                           |
| October 28    | Committee Meetings                                                                                                                   |



# TRUSTEE WHALEN

Report for October 2013

Email: [ekidsfirst@shaw.ca](mailto:ekidsfirst@shaw.ca)

- ❖ Board Meeting
- ❖ Cranbrook In Motion Meeting
- ❖ Steeples Elementary PAC Meeting
- ❖ Steeples Elementary Principal Interviews
- ❖ Laurie Middle School VP Interviews
- ❖ School District Committee Meetings
- ❖ Laurie Middle School PAC Meeting
- ❖ Cupcakes Sales at Steeples Elementary
- ❖ DPAC Parent Survey Meeting





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

To: Trustees  
From: Lynn Hauptman  
Date: November 12, 2013  
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.

*Enrolment report – see attached*

**Superintendent's Activities**

**Class Size Data for 2013**

The 2013 Class Size Organization data has now been submitted to the Ministry of Education. Please see the attached report.

**St. Mary's Band Council Meet 'n Greet Dinner**

Last week, I was invited to attend a Meet 'n Greet Dinner at the St. Mary's Band office to meet with Chief and Council to further develop our working relationship.

**CJF Train the Trainer – Restorative Justice**

Congrats to Deb and Doug McPhee who completed the Restorative Justice course standard and are now "certified" CJF instructors. Deb and Doug did a remarkable job in the instruction and class engagement throughout. Thanks Deb and Doug for taking such a lead for Restorative Justice in our schools!

**Salad Bar Program at Parkland Middle School**

Last Tuesday, students at Parkland Middle School got a taste of a new salad bar program. Students enjoyed an assortment of salads, fruits, chili and a bun. Over a year ago, students applied for a grant through BC Agriculture in the Classroom's Farm to Salad Bar Program. At the end of last year they received just over \$8,200 to purchase necessary equipment and to do

the proper training of staff and students. The cost is \$5 per person which is charged to cover costs. Alison Farkvam and Megan Driver, who both work in the Aboriginal Education department of the school helped organize this new program. The Parkland PAC is also supporting the program by subsidizing part of each student's meal. The Salvation Army and SD5 have also had contributions. Fort Steele Food Services will provide a hot dish every week. What a great initiative to help promote healthy eating!

### **School Visits and Personal Growth Plans**

I have begun my second set of visits to schools and will be spending time talking to administrators about their Personal Growth Plans utilizing the BCPVPA Leadership Standards. We will be exploring how these plans help support the work in their School Growth Plans. Focused leadership is key to improving student achievement!

### **Kootenay Boundary BCSSA Branch Meeting**

We journeyed to Rossland a few weeks ago for a meeting with the Regional BCSSA meeting. This was a great opportunity to connect with District Management staff from the various school districts. As part of the agenda we had presentations from Keven Elder and Brian Chutter from BCPSEA and Mike Roberts and Dean Goodman from the Ministry of Education, who reviewed the newest drafts of the K – 10 curriculum and Graduation Requirements. The Ministry is interested in feedback on these newest drafts. Time was also devoted to examining Mental Health Education: Regional Directions and Collaboration.

### **BCPSEA Symposium**

Once again the BCPSEA Symposium was a very rich and informative two days with presentations from Education Minister Fassbender and Provincial Bargaining Spokesperson Peter Cameron. There were also sessions on Arbitration Updates, Lessons Learned from Provincial Bargaining, Recruitment and Online Presence, Class Size and Composition Update, Supporting the Mental Health of Employees and a very interesting update from Vaughn Palmer, Political Correspondent from the Vancouver Sun and Norman Spector, Political Commentator entitled "Did Events Turn Out as We Expected...and Now?"

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

Budget/ Reports - working on reports and finalizing the Amended annual budget. The report writing process will take a full year to complete along with updating accounts so we expect a cleaner startup for the 14/15 fiscal year.

TSMA lite - reviewing all mobility and land line accounts to convert over to the new Telus contract which expires in 2021.

Telephone system review - Exploring options with vendors on upgrading telephone systems. Modernization is required in over 50% of schools as they are operating on systems over 20 years old (Nortel)

CUPE bargaining - resumed CUPE bargaining with 1 team meeting and 1 CUPE table session completed. Future meetings to be held on Nov 14th and Nov 28<sup>th</sup> and completion is required by Dec 20, 2013.

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

#### **Inquiry Based Professional Learning Rounds:**

Teams of teacher-learners working together to improve practice and student achievement.

*“Professional learning takes place through multiple opportunities, over time, in an atmosphere of trust and challenge”* (Timperley, Kaser & Halbert)

#### **Learning Rounds are:**

- teams of teachers learning together to improve practice and student achievement
- planning, teaching, and reflecting on instructional and assessment strategies
- focused on the students, particularly vulnerable learners

#### **Questions to consider:** (Timperley, Kaser & Halbert)

1. What is going on for our learners?
2. What does our focus need to be?
3. What is leading to this situation?
4. How and where can we learn more about what to do?
5. What will we do differently?
6. Have we made enough of a difference?

We currently have 40 Learning Rounds in progress. Areas of sharing/learning include: transition from Elementary to Middle school (PE, Mathematics and Language), Learning Through the Arts, improved non-fiction reading comprehension with all students (particularly vulnerable students), exploration of the Mind Up curriculum and the effects on self-regulation, implementation of The Daily Five and its effect on student achievement. The list is quite impressive. The learning rounds will be summarized at the beginning of June and plans for the following year will be discussed.

## **Update from Director of Instruction/Safety/Aboriginal Education**

### **Technology Update**

The service update to Laurie Middle School is nearing completion. The Tech Department and the Tech Support at Laurie Middle School are to be congratulated for supporting the process and making the changeover relatively seamless.

There is a possibility that future difficulties may become evident as the users put the systems to increased use. The Tech Department will quickly address any new difficulties as they develop. It is through that testing and quality process that we are better able to address the needs of additional schools as they come online.

Congratulations to our Concept School, Laurie Middle School!

### **Next Steps:**

#### Concept Elementary Schools

Two elementary schools in the Elk Valley are the focus for the change over and we will be starting that process when we receive feedback from the staff of Laurie Middle School. David Standing has graciously volunteered to speak with the next schools and share with them the processes that they used and the benefits gained with the new system.

#### Outlook

Outlook is a Microsoft product that provides email and calendar service. We are going to change from FirstClass to Outlook as our provider for a variety of reasons:

1. Outlook is provided through the Microsoft Office Suite of applications for which ERAC has leveraged considerable saving over our current FirstClass.
2. Apple isn't in the business of making servers and with the change to Windows based servers and Sharepoint, FirstClass will no longer effectively operate on the new system.
3. Outlook was the software used prior to the change to FirstClass so there should be very little required in terms of in-service.
4. Scholantis will be configured to automatically link with Outlook so there will be only one password access required to check the internet and intranet, email with the world and that shared with only employees of SD5. The changeover to Outlook is a significant step. When the switch is flipped, employees will no longer have access to FirstClass. There is considerable work done in FirstClass in the environment of collaborative groups, Conferences, and repositories of information such as the Health and Safety site.

Scholantis will be providing the portal side of our business. The collaborative features in FirstClass will need to be duplicated to reside in the new environment. School and District websites, which are currently hosted locally and with other hosting services, will also find a new home in Scholantis.

In terms of managing change, switching over to Outlook and Scholantis requires some "heavy lifting":

1. Schools and the District will have to determine what they wish to replicate in the new public sites and work to complete that undertaking.
2. Schools and the District will have to determine what they wish to offer in the intranet, on the private, portal side of Scholantis and work to complete those structures.
3. Specific individuals at the School and District will need in-service in setting up the Public Web Sites and the Private Collaborative Groups.
4. All employees who currently have files and emails stored in Scholantis will need to follow a process of backing the same onto other storage before the changeover.

Doug McPhee and Joe Tank are currently in negotiations with IBM and Scholantis to determine the appropriate timing, sequence and the in-service needs. More information will be shared and discussed when the full plan is developed.

### **Health and Safety**

1. ERASE Training has been completed for all schools. There should be individuals in each school who have both the Level 1 and the Level 2 skills. The next steps are:
  - a) review of the school Codes of Conduct
  - b) establish regional understanding and support with other services - Communications Protocol
  - c) each school to establish Threat Assessment Teams and work on Connectedness - ensuring that each student has an adult in the building that connects with them
  - d) each school to communicate Harassment/Bullying protocols with staff.
2. CityReporter - is an online reporting tool that provides the structure required to conduct an efficient and effective safety inspection. Each work area is defined by specific need for safety and may range from securing tanks in the metal shop to storage considerations in the average classroom. For each type of instructional area, questions have been developed

to guide the safety inspection. The following represents those considerations for an average classroom:

**Facility Reporter**

Name: Highlands Elementary  
Address: 3303 7th Street South  
Status: Active

General Classroom  
General Office and Staff Areas  
Gymnasium and Exercise Areas  
All Facilities Interior  
All Facilities Exterior  
Comments  
Attachments (0)

### General Classroom

Create  
Save

Attachments (0)  
Print

#### Equipment and Supplies Control

Equipment/Supply/Resource Storage - All storage is in a manner that eliminates the need for overhead storage, eliminates overhead danger and does not exceed the storage capacity, weight rating, of shelves, cabinets or cases?  Yes  No

#### General Safety Concerns

Safety Electrical Access - Is there clear and open access to all electrical panels?  Yes  No

Electrical Supply Cords - Extension cords are free of abrasion or burns, are used only for temporary supply, appropriately rated for the intended use and not routed under a carpet or behind shelves or desks?  Yes  No

Safety Trip Hazards - Is the floor area clear of potential trip and slip hazards?  Yes  No

Safety Fire/Evacuation - Is there clear fire and evacuation information posted in the room?  Yes  N/A

Safety Suspended Ceilings - The suspended ceiling structures are not being used to suspend anything that was not correctly installed by the Maintenance Department?  Yes  No  N/A

Fire Potential Risks - Posters and other teacher materials are displayed away from potential sources of ignition - hot plates, Bunsen burners, heaters?  Yes  No

Emergency Procedures Handbook - Is the Emergency Procedures Handbook clearly posted in the classroom for staff access?  Yes  No  N/A

General Cleanliness - The classroom is maintained to a level of organization that provides the custodial staff ready access to all areas for cleaning purposes?  Yes  No

Classroom Access and Communication - All locks, the PA system and other associated alert systems are functioning properly?  Yes  No

## Aboriginal Education

Considerable work has been undertaken to provide Aboriginal Education Support Workers with a simple and online reporting tool. There is an ongoing need to document the services provided to each student in this funding area. Prior to the introduction of the Reporting Tool, there were a variety of individual methods. The new tool allows for centralized reporting with quick access to a variety of analytics.



**Aboriginal Educational Services Report**

**AESW: Mary Sunshine**  
**School: Hard Knocks**

**Date of Service**

[Record Now](#)

**Student(s)**

- Bolts, Rusty
- Ford, Iowna
- Shoe, Run Ing
- Sunshine, Mary
- Other, please specify...
- Dawn, Summer
- Lake, Duncan
- Spring, Irish

**Education**

- Subject Support
- Testing
- Review: Other
- Meeting: SBT
- Meeting: Other
- Homework
- Review: Report Card
- Meeting: Student Services
- Meeting: Discipline
- Other, please specify...
- Tutoring
- Review Attendance

**Culture/Language**

- Language Class
- Cultural Activity: Specify
- Locating Resources
- Welcoming Spaces
- Other, please specify...
- Presentation
- Elder Support

**Social**

- Parent Guardian Contact
- Referral
- Community Contact/Meeting
- Personal Support
- Other, please specify...

**Physical**

- Food
- Transportation
- School Materials
- Other Materials
- Other, please specify...

**Additional Information**



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

The month of October saw staffing requests for support staff slow down as schools worked towards efficiency. Staffing at the district level includes two outstanding areas – a part time English Language Learner teacher in the Elk Valley and a part-time Speech-Language Pathologist for Cranbrook.

The new Student Services Teacher onboarding sessions continue to be received well. The sessions have been a mix of knowledge giving and practical work on their school documents/plans.

November will be a little less busy with ProD, in servicing and meetings allowing for a concentrated look at the progress of Children in Continuing Care, alternate programs, autism services, services to adults with developmental disabilities, a mental wellness forum, and aligning the student services philosophy with current thought and best practice.

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

Human Resources to date have filled 205 teaching and 111 CUPE positions for the current school year. The LIF funded positions are now in place in most schools supporting students.

The Director of Instruction/Human Resources, Director of Student Learning, Director of Safety/Aboriginal Education, the Principal of Student Services and the Superintendent of Schools visited the College of the Rockies on October 17<sup>th</sup> to present to the teachers in the UVIC teacher education program. We had a wonderful discussion about educational issues, expectations and hiring practices with the soon to be certified teachers that will join the teaching ranks in the next few months. Thank you to the College of the Rockies for inviting District staff to share educational perspectives of the District.

Automated dispatch will soon be arriving in School District 5. We are working on training exempt staff in the next few weeks on the new processes. Once that training has occurred, our teaching and support staff will be trained as well in the same fashion. We are looking forward to this advancement and improvements that will lead us into the 21<sup>st</sup> century.

### **Important Dates for Trustees:**

Committee Meetings – November 25

Remembrance Day Ceremonies – November 8 at all schools

Lynn Hauptman  
Superintendent

FTE Change from October 7 2013

FTE Report October 7 2013

| School Name                   | FTK          | Gr 1         | Gr 2         | Gr 3         | Gr 4         | Gr 5         | Gr 6         | Gr 7         | EUG        | Gr 8         | Gr 9         | Gr 10        | Gr 11        | Gr 12        | SUG        | GA         | Total FTE     |
|-------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------------|--------------|--------------|--------------|--------------|--------------|------------|------------|---------------|
| Jaffray Elem-Jr Secondary     | 15.0         | 18.0         | 16.0         | 16.0         | 19.0         | 11.0         | 14.0         | 13.0         | 0.0        | 17.0         | 15.0         | 13.0         | 0.0          | 0.0          | 0.0        | 0.0        | 167.0         |
| Isabella Dicken Elementary    | 58.0         | 57.0         | 53.0         | 49.0         | 53.0         | 49.0         | 31.0         | 0.0          | 1.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 351.0         |
| Frank J Mitchell Elementary   | 62.0         | 45.0         | 61.0         | 42.0         | 40.0         | 36.0         | 51.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 337.0         |
| Rocky Mountain Elementary     | 44.0         | 29.0         | 36.0         | 28.0         | 32.0         | 27.0         | 40.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 236.0         |
| Mount Baker Secondary         | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0          | 0.0          | 271.0        | 322.3        | 308.6        | 0.0        | 0.0        | 901.9         |
| Laurie Middle School          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 88.0         | 0.0        | 101.0        | 114.0        | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 303.0         |
| Amy Woodland Elementary       | 41.0         | 34.0         | 34.0         | 39.0         | 32.0         | 24.0         | 39.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 243.0         |
| T M Roberts Elementary        | 61.0         | 55.0         | 60.0         | 47.0         | 41.0         | 55.0         | 40.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 359.0         |
| Gordon Terrace Elementary     | 33.0         | 33.0         | 36.0         | 45.0         | 34.0         | 42.0         | 54.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 277.0         |
| Highlands Elementary          | 31.0         | 40.0         | 39.0         | 38.0         | 24.0         | 33.0         | 38.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 243.0         |
| Pinewood Elementary           | 12.0         | 16.0         | 15.0         | 16.0         | 12.0         | 23.0         | 16.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 110.0         |
| Steeple Elementary            | 22.0         | 21.0         | 19.0         | 25.0         | 16.0         | 19.0         | 17.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 139.0         |
| Kootenay Orchards Elementary  | 34.0         | 32.0         | 30.0         | 34.0         | 35.0         | 38.0         | 28.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 231.0         |
| Parkland Middle School        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 168.0        | 0.0        | 145.0        | 154.0        | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 467.0         |
| Elkford Elementary Secondary  | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 41.0         | 0.0        | 25.0         | 21.0         | 34.4         | 19.6         | 23.6         | 0.0        | 0.0        | 164.6         |
| Fernie Secondary              | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 47.0         | 0.0        | 44.0         | 52.0         | 39.3         | 59.3         | 59.8         | 0.0        | 0.0        | 301.3         |
| Sparwood Secondary            | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 39.0         | 0.0        | 43.0         | 43.0         | 51.0         | 44.9         | 33.0         | 0.0        | 0.0        | 253.9         |
| Kootenay Educational Services | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0          | 7.0          | 27.0         | 15.0         | 3.0          | 0.0        | 0.0        | 52.0          |
| Kootenay Discovery School     | 0.0          | 1.0          | 0.0          | 0.0          | 0.0          | 1.0          | 0.0          | 2.0          | 0.0        | 0.0          | 5.4          | 6.5          | 6.5          | 9.6          | 0.1        | 1.3        | 33.4          |
| <b>Grade Totals</b>           | <b>413.0</b> | <b>381.0</b> | <b>399.0</b> | <b>379.0</b> | <b>338.0</b> | <b>358.0</b> | <b>368.0</b> | <b>398.0</b> | <b>1.0</b> | <b>375.0</b> | <b>411.4</b> | <b>442.1</b> | <b>467.5</b> | <b>437.6</b> | <b>0.1</b> | <b>1.3</b> | <b>5170.0</b> |

FTE Report November 4 2013

| School Name                   | FTK          | Gr 1         | Gr 2         | Gr 3         | Gr 4         | Gr 5         | Gr 6         | Gr 7         | EUG        | Gr 8         | Gr 9         | Gr 10        | Gr 11        | Gr 12        | SUG        | GA         | Total FTE     |
|-------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------------|--------------|--------------|--------------|--------------|--------------|------------|------------|---------------|
| Jaffray Elem-Jr Secondary     | 15.0         | 19.0         | 16.0         | 16.0         | 19.0         | 12.0         | 14.0         | 13.0         | 0.0        | 15.0         | 15.0         | 13.0         | 0.0          | 0.0          | 0.0        | 0.0        | 167.0         |
| Isabella Dicken Elementary    | 57.0         | 53.0         | 51.0         | 54.0         | 48.0         | 31.0         | 0.0          | 0.0          | 1.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 352.0         |
| Frank J Mitchell Elementary   | 62.0         | 45.0         | 61.0         | 42.0         | 40.0         | 36.0         | 51.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 337.0         |
| Rocky Mountain Elementary     | 44.0         | 29.0         | 36.0         | 29.0         | 32.0         | 27.0         | 40.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 237.0         |
| Mount Baker Secondary         | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0          | 0.0          | 265.0        | 318.4        | 302.6        | 0.0        | 0.1        | 886.1         |
| Laurie Middle School          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 89.0         | 0.0        | 101.0        | 114.0        | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 304.0         |
| Amy Woodland Elementary       | 39.0         | 34.0         | 35.0         | 40.0         | 31.0         | 24.0         | 39.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 242.0         |
| T M Roberts Elementary        | 61.0         | 56.0         | 60.0         | 47.0         | 41.0         | 55.0         | 40.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 360.0         |
| Gordon Terrace Elementary     | 33.0         | 33.0         | 36.0         | 45.0         | 36.0         | 41.0         | 54.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 278.0         |
| Highlands Elementary          | 30.0         | 41.0         | 40.0         | 40.0         | 24.0         | 33.0         | 38.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 246.0         |
| Pinewood Elementary           | 12.0         | 16.0         | 15.0         | 16.0         | 12.0         | 23.0         | 16.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 110.0         |
| Steeple Elementary            | 21.0         | 20.0         | 18.0         | 25.0         | 17.0         | 21.0         | 17.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 139.0         |
| Kootenay Orchards Elementary  | 34.0         | 32.0         | 30.0         | 34.0         | 35.0         | 37.0         | 28.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 230.0         |
| Parkland Middle School        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 169.0        | 0.0        | 145.0        | 154.0        | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 468.0         |
| Elkford Elementary Secondary  | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 41.0         | 0.0        | 27.0         | 20.0         | 33.9         | 19.4         | 24.9         | 0.0        | 0.0        | 166.1         |
| Fernie Secondary              | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 47.0         | 0.0        | 46.0         | 52.0         | 38.3         | 59.3         | 58.8         | 0.0        | 0.0        | 301.3         |
| Sparwood Secondary            | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 39.0         | 0.0        | 40.0         | 44.0         | 51.0         | 44.1         | 32.5         | 0.0        | 0.0        | 250.6         |
| Kootenay Educational Services | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0          | 8.0          | 34.0         | 15.0         | 4.0          | 0.0        | 0.0        | 61.0          |
| Kootenay Discovery School     | 0.0          | 1.0          | 0.0          | 0.0          | 0.0          | 1.0          | 0.0          | 2.0          | 0.0        | 0.0          | 2.3          | 2.0          | 3.6          | 3.0          | 0.0        | 0.1        | 15.0          |
| <b>Grade Totals</b>           | <b>408.0</b> | <b>383.0</b> | <b>400.0</b> | <b>385.0</b> | <b>341.0</b> | <b>358.0</b> | <b>368.0</b> | <b>400.0</b> | <b>1.0</b> | <b>374.0</b> | <b>409.3</b> | <b>437.1</b> | <b>459.8</b> | <b>425.8</b> | <b>0.0</b> | <b>0.3</b> | <b>5150.1</b> |

Change: November - October of 2013

| School Name                   | FTK         | Gr 1       | Gr 2       | Gr 3       | Gr 4       | Gr 5       | Gr 6       | Gr 7       | EUG        | GR 8        | Gr 9        | Gr 10       | Gr 11       | Gr 12        | SUG         | GA          | Total FTE    |
|-------------------------------|-------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|-------------|-------------|-------------|--------------|-------------|-------------|--------------|
| Jaffray Elem-Jr Secondary     | 0.0         | 1.0        | 0.0        | 0.0        | 0.0        | 1.0        | 0.0        | 0.0        | 0.0        | -2.0        | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          |
| Isabella Dicken Elementary    | -1.0        | 0.0        | 0.0        | 2.0        | 1.0        | -1.0       | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 1.0          |
| Frank J Mitchell Elementary   | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          |
| Rocky Mountain Elementary     | 0.0         | 0.0        | 0.0        | 1.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 1.0          |
| Mount Baker Secondary         | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | -6.0        | -3.9        | -6.0         | 0.0         | 0.1         | -15.8        |
| Laurie Middle School          | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 1.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 1.0          |
| Amy Woodland Elementary       | -2.0        | 0.0        | 1.0        | 1.0        | -1.0       | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | -1.0         |
| T M Roberts Elementary        | 0.0         | 1.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 1.0          |
| Gordon Terrace Elementary     | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 1.0          |
| Highlands Elementary          | -1.0        | 1.0        | 1.0        | 2.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 3.0          |
| Pinewood Elementary           | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          |
| Steeple Elementary            | -1.0        | -1.0       | -1.0       | 0.0        | 1.0        | 2.0        | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          |
| Kootenay Orchards Elementary  | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | -1.0       | 0.0        | 0.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | -1.0         |
| Parkland Middle School        | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 1.0        | 0.0        | 0.0         | 0.0         | 0.0         | 0.0         | 0.0          | 0.0         | 0.0         | 1.0          |
| Elkford Elementary Secondary  | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 2.0         | -1.0        | -0.5        | -0.3        | 1.3          | 0.0         | 0.0         | 1.5          |
| Fernie Secondary              | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 2.0         | 0.0         | -1.0        | -0.8        | -1.0         | 0.0         | 0.0         | -3.3         |
| Sparwood Secondary            | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | -3.0        | 1.0         | 0.0         | -0.8        | -0.5         | 0.0         | 0.0         | 9.0          |
| Kootenay Educational Services | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | 1.0         | 7.0         | 0.0         | 1.0          | 0.0         | 0.0         | 0.0          |
| Kootenay Discovery School     | 0.0         | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0        | 0.0         | -3.1        | -4.5        | -2.9        | -6.6         | -0.1        | -1.1        | -18.4        |
| <b>Grade Totals - Change</b>  | <b>-5.0</b> | <b>2.0</b> | <b>1.0</b> | <b>6.0</b> | <b>3.0</b> | <b>0.0</b> | <b>0.0</b> | <b>2.0</b> | <b>0.0</b> | <b>-1.0</b> | <b>-2.1</b> | <b>-5.0</b> | <b>-7.8</b> | <b>-11.9</b> | <b>-0.1</b> | <b>-1.0</b> | <b>-19.9</b> |

1701 FTE Report and Comparison with the October 2012 Enrollment against November 4 2013

FTE Report October 4 2012

| School Name                   | FTK          | Gr 1         | Gr 2         | Gr 3         | Gr 4         | Gr 5         | Gr 6         | Gr 7         | EUG        | Gr 8         | Gr 9         | Gr 10        | Gr 11        | Gr 12        | SUG        | GA         | Total FTE     |
|-------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------------|--------------|--------------|--------------|--------------|--------------|------------|------------|---------------|
| Jaffray Elem-Jr Secondary     | 15.0         | 15.0         | 16.0         | 17.0         | 10.0         | 12.0         | 17.0         | 19.0         | 0.0        | 20.0         | 14.0         | 5.0          | 0.0          | 0.0          | 0.0        | 0.0        | 160.0         |
| Isabella Dicken Elementary    | 55.0         | 51.0         | 43.0         | 48.0         | 52.0         | 33.0         | 44.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 326.0         |
| Frank J Mitchell Elementary   | 51.0         | 58.0         | 43.0         | 42.0         | 34.0         | 58.0         | 42.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 328.0         |
| Rocky Mountain Elementary     | 24.0         | 36.0         | 28.0         | 31.0         | 27.0         | 37.0         | 38.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 221.0         |
| Mount Baker Secondary         | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0          | 0.0          | 326.0        | 286.4        | 319.9        | 0.0        | 0.0        | 932.3         |
| Laurie Middle School          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 94.0         | 0.0        | 107.0        | 111.0        | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 312.0         |
| Amy Woodland Elementary       | 34.0         | 34.0         | 41.0         | 30.0         | 28.0         | 37.0         | 47.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 251.0         |
| T M Roberts Elementary        | 53.0         | 58.0         | 48.0         | 42.0         | 55.0         | 43.0         | 51.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 350.0         |
| Gordon Terrace Elementary     | 31.0         | 35.0         | 45.0         | 33.0         | 42.0         | 50.0         | 38.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 274.0         |
| Highlands Elementary          | 40.0         | 37.0         | 30.0         | 22.0         | 32.0         | 40.0         | 26.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 227.0         |
| Pinewood Elementary           | 14.0         | 19.0         | 18.0         | 16.0         | 23.0         | 16.0         | 16.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 122.0         |
| Steeple Elementary            | 27.0         | 20.0         | 19.0         | 17.0         | 17.0         | 17.0         | 23.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 140.0         |
| Kootenay Orchards Elementary  | 28.0         | 30.0         | 33.0         | 36.0         | 36.0         | 28.0         | 27.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 218.0         |
| Parkland Middle School        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 150.0        | 0.0        | 153.0        | 150.0        | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 453.0         |
| Elkford Elementary Secondary  | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 27.0         | 0.0        | 19.0         | 36.0         | 21.6         | 32.5         | 20.6         | 0.0        | 0.0        | 156.8         |
| Fernie Secondary              | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 45.0         | 0.0        | 49.0         | 42.0         | 59.9         | 69.0         | 59.1         | 0.0        | 0.4        | 324.4         |
| Sparwood Secondary            | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 41.0         | 0.0        | 44.0         | 56.0         | 43.0         | 43.0         | 53.1         | 0.0        | 0.0        | 280.1         |
| Kootenay Educational Services | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0          | 7.0          | 27.0         | 9.0          | 11.5         | 0.0        | 0.0        | 54.5          |
| Kootenay Discovery School     | 0.0          | 2.0          | 1.0          | 1.0          | 2.0          | 0.0          | 0.0          | 2.0          | 0.0        | 1.0          | 4.3          | 6.3          | 6.6          | 12.3         | 0.0        | 1.1        | 39.5          |
| <b>Grade Totals</b>           | <b>372.0</b> | <b>395.0</b> | <b>365.0</b> | <b>335.0</b> | <b>358.0</b> | <b>371.0</b> | <b>369.0</b> | <b>378.0</b> | <b>0.0</b> | <b>393.0</b> | <b>420.3</b> | <b>488.8</b> | <b>446.5</b> | <b>476.5</b> | <b>0.0</b> | <b>1.5</b> | <b>5169.5</b> |

FTE Report November 4 2013

| School Name                   | FTK          | Gr 1         | Gr 2         | Gr 3         | Gr 4         | Gr 5         | Gr 6         | Gr 7         | EUG        | Gr 8         | Gr 9         | Gr 10        | Gr 11        | Gr 12        | SUG        | GA         | Total FTE     | Proj          | Diff.       |
|-------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------------|--------------|--------------|--------------|--------------|--------------|------------|------------|---------------|---------------|-------------|
| Jaffray Elem-Jr Secondary     | 15.0         | 19.0         | 16.0         | 16.0         | 19.0         | 12.0         | 14.0         | 13.0         | 0.0        | 15.0         | 15.0         | 13.0         | 0.0          | 0.0          | 0.0        | 0.0        | 167.0         | 173.0         | -6.0        |
| Isabella Dicken Elementary    | 57.0         | 57.0         | 53.0         | 51.0         | 54.0         | 48.0         | 31.0         | 0.0          | 1.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 352.0         | 357.0         | -5.0        |
| Frank J Mitchell Elementary   | 62.0         | 45.0         | 61.0         | 42.0         | 40.0         | 36.0         | 51.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 337.0         | 349.0         | -12.0       |
| Rocky Mountain Elementary     | 44.0         | 29.0         | 36.0         | 29.0         | 32.0         | 27.0         | 40.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 237.0         | 224.0         | 13.0        |
| Mount Baker Secondary         | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0          | 0.0          | 265.0        | 318.4        | 302.6        | 0.0        | 0.1        | 886.1         | 898.0         | -11.9       |
| Laurie Middle School          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 89.0         | 0.0        | 101.0        | 114.0        | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 304.0         | 289.0         | 15.0        |
| Amy Woodland Elementary       | 39.0         | 34.0         | 35.0         | 40.0         | 31.0         | 24.0         | 39.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 242.0         | 246.0         | -4.0        |
| T M Roberts Elementary        | 61.0         | 56.0         | 60.0         | 47.0         | 41.0         | 55.0         | 40.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 360.0         | 360.0         | 0.0         |
| Gordon Terrace Elementary     | 33.0         | 33.0         | 36.0         | 45.0         | 36.0         | 41.0         | 54.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 278.0         | 270.0         | 8.0         |
| Highlands Elementary          | 30.0         | 41.0         | 40.0         | 40.0         | 24.0         | 33.0         | 38.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 246.0         | 226.0         | 20.0        |
| Pinewood Elementary           | 12.0         | 16.0         | 15.0         | 16.0         | 12.0         | 23.0         | 16.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 110.0         | 118.0         | -8.0        |
| Steeple Elementary            | 21.0         | 20.0         | 18.0         | 25.0         | 17.0         | 21.0         | 17.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 139.0         | 141.0         | -2.0        |
| Kootenay Orchards Elementary  | 34.0         | 32.0         | 30.0         | 34.0         | 35.0         | 37.0         | 28.0         | 0.0          | 0.0        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 230.0         | 224.0         | 6.0         |
| Parkland Middle School        | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 169.0        | 0.0        | 145.0        | 154.0        | 0.0          | 0.0          | 0.0          | 0.0        | 0.0        | 468.0         | 471.0         | -3.0        |
| Elkford Elementary Secondary  | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 41.0         | 0.0        | 27.0         | 20.0         | 33.9         | 19.4         | 24.9         | 0.0        | 0.0        | 166.1         | 175.0         | -8.9        |
| Fernie Secondary              | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 47.0         | 0.0        | 46.0         | 52.0         | 38.3         | 59.3         | 58.8         | 0.0        | 0.0        | 301.3         | 301.0         | 0.3         |
| Sparwood Secondary            | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 39.0         | 0.0        | 40.0         | 44.0         | 51.0         | 44.1         | 32.5         | 0.0        | 0.0        | 250.6         | 226.0         | 24.6        |
| Kootenay Educational Services | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0        | 0.0          | 8.0          | 34.0         | 15.0         | 4.0          | 0.0        | 0.0        | 61.0          | 50.0          | 11.0        |
| Kootenay Discovery School     | 0.0          | 1.0          | 0.0          | 0.0          | 0.0          | 1.0          | 0.0          | 2.0          | 0.0        | 0.0          | 2.3          | 2.0          | 3.6          | 3.0          | 0.0        | 0.1        | 15.0          | 40.0          | -25.0       |
| <b>Grade Totals</b>           | <b>408.0</b> | <b>383.0</b> | <b>400.0</b> | <b>385.0</b> | <b>341.0</b> | <b>358.0</b> | <b>368.0</b> | <b>400.0</b> | <b>1.0</b> | <b>374.0</b> | <b>409.3</b> | <b>437.1</b> | <b>459.8</b> | <b>425.8</b> | <b>0.0</b> | <b>0.3</b> | <b>5150.1</b> | <b>5138.0</b> | <b>12.1</b> |

Change: 2013 - 2012

| School Name                   | FTK         | Gr 1         | Gr 2        | Gr 3        | Gr 4         | Gr 5         | Gr 6        | Gr 7        | EUG        | GR 8         | Gr 9         | Gr 10        | Gr 11       | Gr 12        | SUG        | GA          | Total FTE    |
|-------------------------------|-------------|--------------|-------------|-------------|--------------|--------------|-------------|-------------|------------|--------------|--------------|--------------|-------------|--------------|------------|-------------|--------------|
| Jaffray Elem-Jr Secondary     | 0.0         | 4.0          | 0.0         | -1.0        | 9.0          | 0.0          | -3.0        | -6.0        | 0.0        | -5.0         | 1.0          | 8.0          | 0.0         | 0.0          | 0.0        | 0.0         | 7.0          |
| Isabella Dicken Elementary    | 2.0         | 6.0          | 10.0        | 3.0         | 2.0          | 15.0         | -13.0       | 0.0         | 1.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | 26.0         |
| Frank J Mitchell Elementary   | 11.0        | -13.0        | 18.0        | 0.0         | 6.0          | -22.0        | 9.0         | 0.0         | 0.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | 9.0          |
| Rocky Mountain Elementary     | 20.0        | -7.0         | 8.0         | -2.0        | 5.0          | -10.0        | 2.0         | 0.0         | 0.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | 16.0         |
| Mount Baker Secondary         | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          | 0.0          | 0.0         | 0.0         | 0.0        | 0.0          | 0.0          | -61.0        | 32.0        | -17.3        | 0.0        | 0.1         | -46.1        |
| Laurie Middle School          | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          | 0.0          | 0.0         | -5.0        | 0.0        | -6.0         | 3.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | -8.0         |
| Amy Woodland Elementary       | 5.0         | 0.0          | -6.0        | 10.0        | 3.0          | -13.0        | -8.0        | 0.0         | 0.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | -9.0         |
| T M Roberts Elementary        | 8.0         | -2.0         | 12.0        | 5.0         | -14.0        | 12.0         | -11.0       | 0.0         | 0.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | 10.0         |
| Gordon Terrace Elementary     | 2.0         | -2.0         | -9.0        | 12.0        | -6.0         | -9.0         | 16.0        | 0.0         | 0.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | 4.0          |
| Highlands Elementary          | -10.0       | 4.0          | 10.0        | 18.0        | -8.0         | -7.0         | 12.0        | 0.0         | 0.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | 19.0         |
| Pinewood Elementary           | -2.0        | -3.0         | -3.0        | 0.0         | -11.0        | 7.0          | 0.0         | 0.0         | 0.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | -12.0        |
| Steeple Elementary            | -6.0        | 0.0          | -1.0        | 8.0         | 0.0          | 4.0          | -6.0        | 0.0         | 0.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | -1.0         |
| Kootenay Orchards Elementary  | 6.0         | 2.0          | -3.0        | -2.0        | -1.0         | 9.0          | 1.0         | 0.0         | 0.0        | 0.0          | 0.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | 12.0         |
| Parkland Middle School        | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          | 0.0          | 0.0         | 19.0        | 0.0        | -8.0         | 4.0          | 0.0          | 0.0         | 0.0          | 0.0        | 0.0         | 15.0         |
| Elkford Elementary Secondary  | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          | 0.0          | 0.0         | 14.0        | 0.0        | 8.0          | -16.0        | 12.3         | -13.1       | 4.3          | 0.0        | 0.0         | 9.4          |
| Fernie Secondary              | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          | 0.0          | 0.0         | 2.0         | 0.0        | -3.0         | 10.0         | -21.6        | -9.8        | -0.4         | 0.0        | -0.4        | -23.1        |
| Sparwood Secondary            | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          | 0.0          | 0.0         | -2.0        | 0.0        | -4.0         | -12.0        | 8.0          | 1.1         | -20.6        | 0.0        | 0.0         | -29.5        |
| Kootenay Educational Services | 0.0         | 0.0          | 0.0         | 0.0         | 0.0          | 0.0          | 0.0         | 0.0         | 0.0        | 0.0          | 1.0          | 7.0          | 6.0         | -7.5         | 0.0        | 0.0         | 6.5          |
| Kootenay Discovery School     | 0.0         | -1.0         | -1.0        | -1.0        | -2.0         | 1.0          | 0.0         | 0.0         | 0.0        | -1.0         | -2.0         | -4.3         | -3.0        | -9.3         | 0.0        | -1.0        | -24.5        |
| <b>Grade Totals - Change</b>  | <b>36.0</b> | <b>-12.0</b> | <b>35.0</b> | <b>50.0</b> | <b>-17.0</b> | <b>-13.0</b> | <b>-1.0</b> | <b>22.0</b> | <b>1.0</b> | <b>-19.0</b> | <b>-11.0</b> | <b>-51.6</b> | <b>13.3</b> | <b>-50.8</b> | <b>0.0</b> | <b>-1.3</b> | <b>-19.4</b> |



**School District 5  
Southeast Kootenay**

**Class Size Configuration Report to the  
Board of Education of School District 5  
2013**

**November 12, 2013**



**Class Size and Composition  
Classes with 30+ Students**

2013-10-30

**All schools in SD 005 -**

| <b>School Name</b>     | <b>Class Name</b>                                                                                                                                                                                                                                          | <b>Count</b> |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Fernie Secondary       | MUSIC 7 (01), MUSIC 8 (01), MUSIC 9 (01)                                                                                                                                                                                                                   | 37           |
| Fernie Secondary       | MUSIC 7 (02), MUSIC 8 (02), MUSIC 9 (02)                                                                                                                                                                                                                   | 35           |
| Mount Baker Secondary  | CHORAL MUSIC 11: CONCERT CHOIR (01), CHORAL MUSIC 12: CONCERT CHOIR (01), MUSIC 10: CONCERT CHOIR (01)                                                                                                                                                     | 143          |
| Mount Baker Secondary  | DRAMA 10: THEATRE PERFORMANCE (01), INDEPENDENT DIRECTED STUDIES 11A (01), INDEPENDENT DIRECTED STUDIES 12A (01), THEATRE PERFORMANCE 11: ACTING (01), THEATRE PERFORMANCE 12: ACTING (01)                                                                 | 47           |
| Mount Baker Secondary  | INSTRUMENTAL MUSIC 11: CONCERT BAND (01), INSTRUMENTAL MUSIC 12: CONCERT BAND (01)                                                                                                                                                                         | 59           |
| Mount Baker Secondary  | MUSIC 10: CONCERT BAND (01)                                                                                                                                                                                                                                | 35           |
| Mount Baker Secondary  | COLLEGE OF THE ROCKIES COURSE 12A (01), COLLEGE OF THE ROCKIES COURSE 12B (01), COLLEGE OF THE ROCKIES COURSE 12C (01), COLLEGE OF THE ROCKIES COURSE 12D (01), COLLEGE OF THE ROCKIES COURSE 12E (01), COLLEGE OF THE ROCKIES COURSE 12F (01), COLLEGE OF | 172          |
| Mount Baker Secondary  | WORK EXPERIENCE 12A (01)                                                                                                                                                                                                                                   | 67           |
| Parkland Middle School | MUSIC 8 (01)                                                                                                                                                                                                                                               | 36           |
| Parkland Middle School | MUSIC 8 (02)                                                                                                                                                                                                                                               | 31           |
| Parkland Middle School | MUSIC 9 (01)                                                                                                                                                                                                                                               | 37           |

[• Ministry Home](#)[• Government of British Columbia](#)**EdAccess**Ministry of  
Education**Quick Menu**[SLD Web Home](#) | [Schools List](#) | [Class Size Class/Div List](#) | [Classes with 30+ Students](#) | [Change Password](#) | [Change Reminder](#) | [Help](#) | [Logoff](#)**District Class Size Averages**

TSW-3040

005 Southeast Kootenay

|              |      |
|--------------|------|
| Kindergarten | 18.4 |
| Grades 1-3   | 20.9 |
| Grades 4-7   | 22.5 |
| Grades 8-12  | 20.0 |

These are current as of now but are subject to change until approved by the district. These averages will not calculate for schools that have errors.

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## October DPAC Questions to the Board

### **1. Why Do Parents Need to Know about Carbon Offsets?**

- Each year school districts in BC are legally required to pay crown corporation, Pacific Carbon Trust (PCT), compensation for greenhouse gases produced by the district as part of the government's *Greenhouse Gas Reduction Targets Act*. According to the Ministry of Education (MoE), within a five-year period each District will have received all compensation back, to use towards reducing greenhouse gas emissions. Last year SD5 paid nearly \$80,000 while receiving back \$9,000.
- Most of our SD5's footprints are a direct result of greenhouse gas produced from old and inefficient school buildings, for example, Mount Baker Secondary School (MBSS) and other schools. However, boards are unable to replace or upgrade ageing facilities without the funding and approval of government.
- The money paid out each year to the Pacific Carbon Trust comes directly out of a board's operating budget, reducing the amount of funding available for the actual education of our students.

To learn more about our Board's Advocacy efforts around carbon offsets, please feel free to visit the SD5 Advocacy page at <http://sd5.bc.ca/board/Advocacy.asp>

### **2. How does the District determine Special Education Funding?**

- The Ministry of Education (MoE) provides funding to Districts based on the *Manual of Policies, Procedures, and Guidelines, Section H-16* and provides specific funding for nine categories listed in the manual. Referred to as "targeted funding", this money can only be used to fund special needs services and varies in amounts, based on each category.
- In addition to the "targeted funding", Districts are provided Ministry funding in their general budget to provide a required range of additional services to students. There are often concerns expressed that this funding consistently falls short of the actual service costs for students. Between \$220,000 - \$250,000 are added to the expected expenditures to optimize service to students. In total, SD5 will spend approximately eight million dollars on student services this year.
- Despite the fact that SD5 provides extra funding for special education out of its regular operating funds each year, adequate funding remains a challenge. Last month the Board of Education established the *Student Services Standing Committee* to help address this and other student service challenges.

To view the Manual of Policies, Procedures, and Guidelines, visit <http://www.bced.gov.bc.ca/specialed/ppandg.htm>

For more information on SD5's Student Support Services please feel free to visit <http://www.sd5.bc.ca/services/studentssupport/>



*Item 2.1  
Recommendation F*

October 8, 2013

Sent via email

Honourable Peter Fassbender  
Ministry of Education  
PO Box 9045 Stn Prov Govt.  
Victoria, BC V8W 9E2

Dear Honourable Fassbender:

On September 10, 2013 the Chilliwack Board of Education wrote to you requesting your permission to set aside S.36(1) of the School Act that requires the holding of a by-election in the event of a trustee resignation. In our letter, we indicated the Board believed it was costly and disruptive to hold a by-election so close to the end of a term. Unfortunately the current legislation prevented you from being able to fulfill our request.

We understand now that the provincial government plans to introduce legislation to change local government elections legislation in the spring of 2014. We would therefore request and urge the Minister to consider including in this legislative change, language allowing the Minister flexibility to approve setting aside a by-election as requested by a Board of Education when a trustee resignation occurs close to the end of a term of office and/or when there are other extenuating circumstances.

Thank you for your consideration of this request.

Yours truly,

Wai Krahn  
Chair, SD 33 (Chilliwack)

cc: BCSTA  
All BC Boards of Education

**Gail Brown**

**Trustee Report**

**October 2013**

**October**

- 1 Early Childhood Education Committee Meeting**
- 1 Safe Communities Cranbrook Committee**
- 2 TM Roberts PAC meeting**
- 8 Board Meeting, Sparwood**
- 16 East Kootenay Early Childhood Coalition meeting**
- 16 SD#5 French Language Committee**
- 28 Committee Meetings**
- 31 Review of DPAC report with Deb, Trina and Patricia**



**Board of Education  
School District No. 5 (Southeast Kootenay)  
Trustee Reports – November 2013**

**Trustee Johns**

|                         |                                                                                                                                                                        |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Monday, August 26       | Trustee Meeting                                                                                                                                                        |
| Wednesday, August 28    | Board Meeting<br>Dinner Meeting                                                                                                                                        |
| Monday, September 9     | Highlands PAC Meeting                                                                                                                                                  |
| Tuesday, September 10   | Board Meeting<br>MBSS PAC                                                                                                                                              |
| Wednesday, September 11 | Meeting at Muriel Baxter site with Joe Tank and Chris New, City of Cranbrook                                                                                           |
| Monday, September 16    | Meeting at MBSS with Principal                                                                                                                                         |
| Wednesday, September 18 | Meeting at Board Office on Special Ed Agenda<br>Board Meeting on Bargaining Structures<br>Key City Theatre Board Meeting                                               |
| Monday, September 23    | Committee Meetings                                                                                                                                                     |
| Thursday, September 26  | Key City Theatre Partners' Meeting                                                                                                                                     |
| Friday, September 27    | Legacy of Learning Meeting                                                                                                                                             |
| Tuesday, October 1      | MBSS PAC Meeting                                                                                                                                                       |
| Wednesday, October 2    | City Wellness & Heritage Committee Meeting<br>Meeting with Kootenay Ice                                                                                                |
| Monday, October 7       | Highlands PAC Meeting<br>Legacy of Learning                                                                                                                            |
| Tuesday, October 8      | Board Meeting, Sparwood                                                                                                                                                |
| Wednesday, October 9    | CoTR Presentation on Role of Trustee                                                                                                                                   |
| Friday, October 11      | Meeting with Key City Theatre Chair<br>Legacy of Learning Display at Board Office                                                                                      |
| Wednesday, October 16   | Key City Theatre Board Meeting                                                                                                                                         |
| Thursday, October 17    | Legacy of Learning Trip to Fernie & Sparwood Secondary                                                                                                                 |
| Monday, October 21      | Key City Theatre Annual General Meeting<br>City Traffic Workshop<br>CUPE Press Release Meeting with Superintendent and Secretary Treasurer<br>City of Cranbrook Dinner |
| Tuesday, October 22     | Meeting with Secretary Treasurer on Board Operations Policy                                                                                                            |
| Wednesday, October 23   | Legacy of Learning Meeting                                                                                                                                             |
| Friday, October 25      | Committee Meetings                                                                                                                                                     |
| Monday, October 28      | Legacy of Learning Meeting                                                                                                                                             |
| Wednesday, October 30   | Meeting on School Board Operations Policy                                                                                                                              |
| Thursday, October 31    |                                                                                                                                                                        |
| Friday, November 1      | Meeting with Chairperson Lento<br>MBSS Parent Meeting                                                                                                                  |
| Monday, November 4      | Highlands PAC Meeting                                                                                                                                                  |
| Tuesday, November 5     | Meetings with Board Chair and Superintendent                                                                                                                           |
| Wednesday, November 6   | CDTA Executive Committee Meeting                                                                                                                                       |
| Friday, November 8      | Meeting with Board Chair, Superintendent, MBSS Principal<br>Remembrance Day Ceremonies at MBSS and Highlands                                                           |
| Sunday, November 10     | MBSS Parent Meeting                                                                                                                                                    |