



School District No. 51 (Boundary)

Regular Meeting of the Board of Education

School Board Office, Grand Forks, BC

December 17, 2024 at 6:00 p.m.

Agenda

Call to Order

Opening Acknowledgement

With gratitude, we acknowledge that School District 51 resides on the unceded traditional territory of the Interior Salish people. We also acknowledge the enduring presence of all First Nations, Inuit and Métis people. May we always live and care for these lands with respect.

10 Minute Comment Period

Adoption of Agenda

Adoption of Minutes

November 26, 2024 – Regular Meeting Minutes

November 26, 2024 – Election Meeting Minutes

Report on In-Camera Meeting from November 26, 2024

The Board discussed personnel issues, properties/facilities, business items, BCPSEA symposium update, as well as succession planning.

Correspondence

Business Items

1. Strategic Plan Update (Attachment)

2. Committee Reports

FINANCE

- Expenditure Report (Attachment)
- 2025/2026 Budget Process (Attachment)

OPERATIONS

- 2024/2025 Five-Year Capital Plan Amendment (Attachment)

MOTION: “In accordance with provisions under section 142(4) of the *School Act*, the Board of Education of School District No. 51 (Boundary) hereby approves the amendment to the Five-Year Capital Plan for 2024/25 for submission to the Ministry of Education and Child Care.”

POLICY

3. Accessibility Update (Attachment)

4. Board Chair Report

5. Senior Management Reports

- Superintendent Report (Attachment)
- Secretary Treasurer Report (Attachment)

6. Trustee Reports

- BCSTA Provincial Council
- Rec Commission
- BISM
- BCSTA Kootenay Boundary Branch
- PAC Highlights (Attachment)
- BCPSEA
- OLRC
- Rural and Remote

7. Around the Boundary

Trustee Activities and Upcoming Events

- BCPSEA AGM – January 30-31, 2025
- Provincial Council – February 22, 2025
- Partner Liaison Meeting – Tentatively March 7, 2025
- BCSTA AGM – April 24-27, 2025

Budget Process Timeline

Future Agenda Items

Next Board Meeting: **January 28, 2025**
 6:00 p.m.
 Greenwood Elementary School, Greenwood, BC

Adjournment

QUESTION PERIOD

The purpose of this portion of the Agenda is to provide the opportunity to members of the public, press, radio and staff to ask questions or request clarification on items placed on this evening's Regular Meeting Agenda.

Questions which do not arise from the Agenda may certainly be addressed. Points may be raised before or after the meeting days by approaching the Executive Officers or Chairperson. If such queries require formal address by the Board, they can be submitted, in writing, and considered for placement on the Agenda for subsequent meetings. Such inquiries are welcomed as many routine questions can be handled by the staff.

SCHOOL DISTRICT NO. 51 (BOUNDARY)

Open Meeting of the Board of Education
November 26, 2024, at 6:00 p.m.

Minutes

The Chairperson called the meeting to order at 6:00 p.m.

Present:	R. Zitko	Chair
	S. Hall	Vice Chair
	B. Bird	Trustee
	L. Van Marck	Trustee
	M. Danyluk	Trustee
	K. Jepsen	Trustee
	A. Lautard	Superintendent
	M. Burdock	Secretary-Treasurer

Absent:	J. Massey	Trustee
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Acknowledgement of the Indigenous peoples and ancestors.

Adoption of Agenda

MOVED

["That the Agenda for November 26, 2024, be adopted as circulated."](#)

CARRIED

Adoption of Minutes

MOVED

["That the October 29, 2024, Regular Board Meeting minutes be adopted as amended."](#)

CARRIED

Correspondence

Nil

Business Items

1. Presentation

- Morgan Strohmman, IT Manager, presented an overview of the District's cyber security framework. The presentation included a detailed review of the network's key components, a snapshot of the device inventory, and an outline of common cyber security threats facing the education sector. The presentation highlighted ongoing efforts such as phishing training for staff and emphasized District security measures, including two-factor authentication and end-user training to strengthen overall cyber resilience.

2. Strategic Plan Update

- Superintendent Lautard introduced the strategic plan update and invited student trustees to share their updates.
 - Elizabeth Tsigonias and Adaline Molloy provided an update for BCSS. Highlights include grad class fundraisers, capstone projects, theatre group production of Chicago, students attending Kiwanis music festival, spirit club Halloween costume contest, road runner day on Fridays school is in session, French class fundraising for Quebec trip next year, school dances, and sports transitioning from volleyball to basketball season.
 - Cerys Hoover and Kenna MacGregor provided an update for GFSS. Student council hosted Spooktacular, grade 9's participated in "Take your kid to work day", ski club held annual ski swap, the GFSS wolves have been successful with swim team headed to provincials, grads held their annual craft fair, beautification of school has included signage and murals, student announcements have encouraged more student voice and participation. The global citizen ship club is running a food drive and participating in the annual Write for Rights. The art gala is on display, and the production of Ten Ways to Survive the Zombie Apocalypse is next weekend. Staff vs student volley ball games and spirit days are coming up.
- Superintendent Lautard highlighted Carol Mitchell's pilot project with the Hutton Harvest Club.

3. Committee Reports

FINANCE

- Secretary Treasurer Burdock presented the Expenditure Report to October 31/2024. Overall, 76% of the budget remains unspent which is on track with prior years; however, substitute continue to trend high and so we will continue to monitor as we develop amended budget.
- Secretary Treasurer Burdock presented the 2025-2026 Budget Process, highlighting the key goals to improve stakeholder engagement and better align with strategic plan priorities.

OPERATIONS

- The District was recently approved for funding through the federal Zero Emission Transportation Fund (ZETF) program. More information to come.

POLICY

- Trustee Bird confirmed the Policy Committee is recommending three policies to be adopted.

MOVED

"That the Board adopt the following policies as recommended by the Policy Committee:

- Policy 410, Severe Allergic Reaction;
- Policy 420, Use of Physical Restraint and Seclusion; and
- Policy 430, Provision of Menstrual Products in Schools."

CARRIED

- Trustee Bird confirmed the Policy Committee is recommending six policies to be circulated for public notice and comment.

MOVED

“That the Board approve the following revised policies for circulation as recommended by the Policy Committee:

- 510, Financial Management and Reporting (repealing and replacing policy 2074, Financial Management and Reporting);
- 511, Accumulated Operating Surplus (repealing and replacing policy 2073, Accumulated Operating Surplus)
- Policy 530, Expectations for Fundraising (repealing and replacing policy 1320, Fundraising);
- Policy 540, Provision of Child Care Programs (repealing and replacing policy 3071, Provision of Child Care Programs);
- Policy 562, Disposal of Equipment and Assets (repealing and replacing policy 2006, Disposal of Equipment and Assets); and
- Policy 581, Video Surveillance (repealing and replacing policy 2070, Video Surveillance – Exterior of Building AND policy 2071, Video Surveillance – School Buses).”

CARRIED

4. Board Chair Report

- Board Chair Zitko provided a verbal update:
 - Board committees and representative assignments will be finalized in December.
 - Introductory call with the newly appointed Minister of Education and Child Care, Honorable Lisa Beare, is scheduled for this Thursday.
 - BCSTA survey regarding non-voting student trustee participation at AGM is due at the end of the month.

5. Senior Management Reports

- Superintendent Lautard presented her report and highlighted the update on the Indigenous Education Council (IEC) implementation.
- Secretary Treasurer Burdock presented her report and highlighted recent professional learning regarding cyber security, use of AI in K-12, and bargaining preparation.

6. Trustee Reports

- BCSTA Provincial Council – Trustee Jepsen provided a verbal update
- Recreation Commission – Trustee Bird provided a written report
- Boundary Integrated Services Model – Superintendent Lautard provided a verbal update
- BCSTA Kootenay Boundary Branch – AGM held over the weekend
- BCPSEA – Trustee Hall provided a verbal update
- PAC Highlights – Trustees Danyluk, Hall, and Van Marck provided written reports
- Okanagan Labour Relations Council – Secretary Treasurer provided a verbal update
- Trustee Bird provided verbal update on public hearing hosted by City of Grand Forks regarding development of a housing needs assessment

7. Around the Boundary

Future Agenda Items

Meeting adjourned at 7:50 p.m.

Chairperson

Secretary-Treasurer

DRAFT

SCHOOL DISTRICT NO. 51 (BOUNDARY)

Open Meeting of the Board of Education
November 26, 2024, at 3:30 p.m.

Minutes

The Chairperson called the meeting to order at 3:34 p.m.

Present:	R. Zitko	Chair
	S. Hall	Trustee
	L. Van Marck	Trustee
	K. Jepsen	Trustee
	A. Lautard	Superintendent
	B. Bird	Vice Chair
	M. Burdock	Secretary-Treasurer
	M. Danyluk	Trustee
	J. Massey	Trustee

Absent: Nil

Acknowledgement of the Indigenous peoples and ancestors.

Adoption of Agenda

MOVED

[“That the Agenda for November 26, 2024, be adopted as circulated.”](#)

CARRIED

1. Election of Board Chair and Vice Chair

Superintendent Lautard assumed the role of Chair for the Election of Board Chair and Vice Chair selection proceedings.

- **Election of Board Chair**

MOVED

[“That the Board elect Rose Zitko as the Board Chair for November 26, 2024 to the Regular Board meeting in November 2025.”](#)

CARRIED

- **Election of Vice Chair**

MOVED

[“That the Board elect Shannon Hall as the Board Vice-Chair for November 26, 2024 to the](#)

Regular Board meeting in November 2025.”

CARRIED

MOVED

“That the ballots cast to nominate the Board Chair and Vice Chair be destroyed.”

CARRIED

Newly elected Board Chair Zitko assumed the role of Chair for the remainder of the meeting.

2. Election of Board Representatives

- **Election of BCSTA Provincial Councilor and Alternate**

MOVED

“That the Board elect Katie Jepsen as the Trustee Representative to the BCSTA Provincial Council and Mark Danyluk as the Alternate for 2025.”

CARRIED

- **Election of BCPSEA Representative and Alternate**

MOVED

“That the Board elect Jaime Massey as the BCPSEA Representative/BCSTA Bargaining Council Representative and Bronwen Bird as the Alternate for 2025.

CARRIED

- **Okanagan Labour Relations Council (OLRC) Representative**

MOVED

“That the Board appoint Jaime Massey as the Trustee Representative to the Okanagan Labor Relations Council (OLRC) and **Miranda Burdock, Secretary-Treasurer** as the Alternate for 2025.”

CARRIED

Meeting adjourned at 4:05 p.m.

Chairperson

Secretary-Treasurer

Strategic Plan Update December 2024

Student Trustees Reports

Boundary Central Secondary School (BCSS)

- Elizabeth Tsigonias and Adaline Molloy

Grand Forks Secondary School (GFSS)

- Cerys Hoover, Kenna MacGregor, and Ashton Finstad

Reminder: Strategic Priorities 2024/25

Priority One: Students have strong foundational skills and competencies

- Literacy
- Numeracy
- Core and curricular competencies

Priority Two: Students have developed a sense of identity, resilience, belonging, wellness and are centred in their learning

- Social emotional learning
- Student agency (voice and choice)
- Community connections

Priority Three: Systemic transformation to eliminate barriers to equity

- Truth and Reconciliation
- Inclusive practices/increased representation for diversity
- Radical listening experiences with priority students and families
- Action for priority students

Strategic Initiative Updates

Neurosequential Model in Education (NME)

- District Vice Principal Kirsten Rezanoff is offering sessions with teachers
- Just a refresher about NME
 - Dr. Bruce Perry's work is the basis of NME, which is a trauma-informed
 - Focus is on understanding how the brain works and on helping students learn to self-regulate
 - We have principals/vice principals and teachers trained in NME
 - We also did a book study on "The Boy Who was Raised as a Dog" by Dr. Perry a few years ago
- Two Zoom sessions involving a total of 4 teachers from both sides of the district, all in elementary schools

- Session 1 was a presentation about the brain while Session 2 involved case studies sent in by participants about specific students they are working with
- Very positive feedback and a plan to offer sessions again in January/February

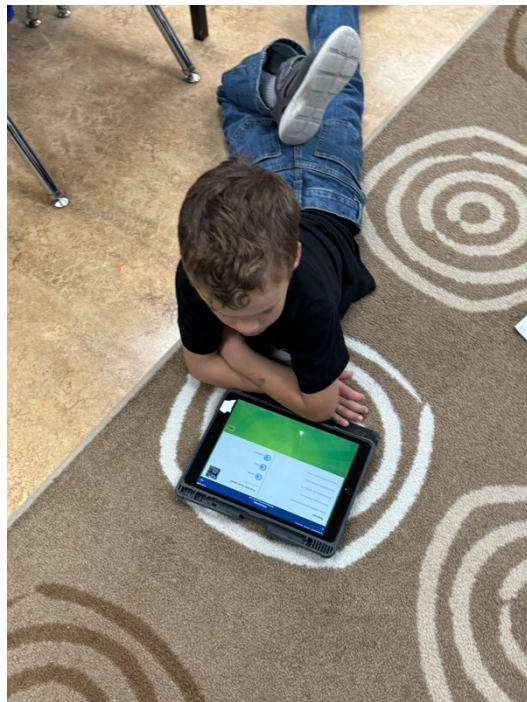
Classroom Management Professional Development

- Under the guidance of District PVP Kirsten Rezansoff and Peter Scott
- Half-day session for about 10 teachers including new/experienced and elementary/high school staff
- Went through a framework of management then went deeper into setting up strong routines and structures along with clear expectations
- Lots of collaboration time to discuss specific situations teachers have faced
- Suggestion for the future: expand to a full day and spend the afternoon running different scenarios

Applied Design Skills and Technologies (ADST)

- District Principal Peter Scott heads the ADST portfolio
- Plan for the year:
 - Each Elementary school has a rep to support ADST at their school and set up team teaching opportunities in K- 7
 - Primarily use Kudos, ozobots, Spheros, drones, mindstorms, We-Dos, and Make-Do as well as various unplugged ADST/STEM activities
 - Each school now has a Sphero case and will be building an intermediate team for Sphero Olympics competition happening in the spring
 - Schools will be doing the bridge building competition again this spring
 - About 300 bridges submitted last year
 - Science fair again in the east and west sides of the district
 - Hope to have more high school students involved
 - Looking at hosting regionals (generally happens on a weekend)
 - Planning a symposium of learning with each school, co-created with the ADST rep this year.
 - Will have different stations from last year but the same premise with a focus on computational thinking, critical thinking, and collaboration





Fund : 0 General Operating

OB	TITLE	NOV	YEAR TO DATE	ENCUMBERED	FULL YEAR	AVAILABLE	PERC
					BUDGET		
10	Principal & Vice Principal Sal	127,120.26	622,739.02		1,538,522	915,783	60
11	Teacher Salaries	699,573.80	2,108,284.22		7,028,170	4,919,886	70
12	Non-Teachers Salaries	419,042.93	1,493,783.51		4,647,071	3,153,287	68
13	Management Salaries	26,417.99	291,473.45		750,838	459,365	61
14	Substitute Salaries	97,776.85	287,447.99		709,625	422,177	59
19	Trustees Indemnity	9,096.85	45,484.25		105,837	60,353	57
21	Statutory Benefits	92,328.93	360,836.25		1,263,003	902,167	71
22	Pension Plans	131,480.52	460,149.89		1,529,071	1,068,921	70
23	Medical And Life Benefits	44,766.18	287,041.77		931,630	644,588	69
31	Services	35,632.02	306,331.58		832,501	526,169	63
33	Student Transportation	11,781.68	30,182.59		155,290	125,107	81
34	Training & Travel	764.63	44,630.81		301,975	257,344	85
36	Rentals & Leases		11,176.00		12,800	1,624	13
37	Dues And Fees	14,071.60-	31,574.36		38,635	7,061	18
39	Insurance		57,060.00		61,274	4,214	7
51	Supplies	65,740.48	239,920.22	235.29	842,418	602,262	71
52	Learning Resources	4,364.05	10,532.09		51,104	40,572	79
53	Library Books	415.03	2,783.50		24,737	21,954	89
54	Electricity	37,701.49	104,089.16		265,000	160,911	61
55	Heat	12,390.85	25,795.57		175,000	149,204	85
56	Water And Sewage	3,230.49	8,825.90		25,000	16,174	65
57	Garbage And Recycling		10,443.10		34,000	23,557	69
58	Furn. & Equipment Replacement	460.84	6,852.85		12,000	5,147	43
59	Computer Equipment Replacement		6,710.11		12,500	5,790	46
TOTAL FOR Fund - 0		1,806,014.27	6,854,148.19	235.29	21,348,001	14,493,618	68
GRAND TOTAL		1,806,014.27	6,854,148.19	235.29	21,348,001	14,493,618	68

OBJECT			Year-to-Date	Budget	Unspent	% Unspent	NOTES	
11/12	Salaries:	Teachers/Non-teachers	10 month employees	3,602,068	11,675,241	8,073,173	69.15%	3 out of 10 months, expect 70% unspent.
10/13/19		PVPs/Mgmt/Trustees	12 month employees	959,697	2,395,197	1,435,500	59.93%	5 out of 12 months, expect around 58% unspent
14		Substitues	Sick, Sick Family, LT Sick,	287,448	709,625	422,177	59.49%	Majority of costs associated with 10 month employees expect 70% unspent.
21	Benefits:	Statutory benefits (EI, CPP)	Employer paid portion of CPP and EI ; as well as 1.95% Employer Health Tax (EHT)	360,836	1,263,003	902,167	71.43%	Majority of costs associated with 10 month employees (70% unspent); CPP/EI paid on calendar year - many employees max out by June.
22/23		Pension/Medical and Life	Employer paid portion of pension contributions (TPP and MPP); as well as employer paid premiums for extended health benefits and dental	747,192	2,460,701	1,713,509	69.64%	Mix of 10 and 12 month employees, but majority are 10 month (70% unspent)
31-39	Services:	Includes: Services, Student Transportation, Training/Travel, Rentals, Dues/Fees and Insurance		480,955	1,402,475	921,520	65.71%	See NOTE 1 below for details
51	Supplies:	Supplies		240,156	842,418	602,262	71.49%	School budgets (supplies for instruction, SpEd, AbEd, Admin) as well as: SBO, Maintenance, Custodial and Transportation supplies
52/53		Learning Resources/Library Books		13,316	75,841	62,525	82.44%	School budgets for library books and learning resource
54/55		Electricity/Heat,		129,885	440,000	310,115	70.48%	5 out of 12 monthss (58% unspent) - expect surplus as colder months to come
56/57		Water/Sewer and Garbage/Recycling		19,269	59,000	39,731	67.34%	5 out of 12 monthss (expect 58% unspent) - 2 months of garbage paid in Dec 2024
58/59		Furniture/Equipment & Computer Equipment Replacement		13,563	24,500	10,937	44.64%	School furniture/equipment budgets, as well as: equipment for Operations and all IT/tech replacements
				6,854,383	21,348,001	14,493,618	67.89%	

NOTE 1

These are expenses that are not necessarily incurred evenly throughout the year:

Object	Year-to-Date	Budget	Unspent	% Unspent	
31 Services	306,331.58	832,501.00	526,169.42	63.20%	Consulting, Legal, Audit, Telephone, Contract Software, Postage
33 Student transportation	30,182.59	155,290.00	125,107.41	80.56%	Schools transportation budgets (curricular, extra-curricular, and transportation grant)
34 Training/ Travel	44,630.81	301,975.00	257,344.19	85.22%	Training/travel across SD (instruction, District admin, O&M, transportation)
36 Rentals/Leases,	11,176.00	12,800.00	1,624.00	12.69%	525 monthly lease from City - final pymt in Nov 2024
37 Dues/Fees	31,574.36	38,635.00	7,060.64	18.28%	Senior mgmt professional association fees, BCSTA, Make a Future, OLRC, SD23 re Claims Mgmt contract
39 Insurance	57,060.00	61,274.00	4,214.00	6.88%	SPP and fleet insurance (paid upfront)
	480,955.34	1,402,475.00	921,519.66		



Briefing Note

Draft Budget 2025/26 Process

GOALS:

1. Alignment with Strategic Plan/Priorities
2. Improve stakeholder engagement (internal and external)

Other important dates:

February 15 = Enrolment projections for 2025/26, 2026/27 and 2027/28 due to MECC

February 28 = 2024/25 Amended budget due to MECC

February 28 = Teacher leave requests due to SD51

Mid-March = Class configurations and initial teacher staffing

May 15 = Deadline for teacher lay-off/transfers

June 13 = Education Assistant Post & Fill for September 2025

June 30 = 2025/26 Budget due to MECC

Proposed budget process for 2025/26:

DATE	Meeting	Description
December 17	Board of Education Meeting	Proposed budget process and timeline finalized
January 21	Finance Committee Meeting	Initial enrolment projections and draft amended budget for 2024/25 presented
January 28	Board of Education Meeting	
February 18	Finance Committee Meeting	Initial information session - review of final enrolment projections and current year results
TBD	TBD	Public engagement
TBD	TBD	Internal stakeholder engagement
April 9	Finance Committee Meeting	Review of initial staffing and preliminary budget compared to 2025/26 initial operating grant and projected surplus
May 13	Finance Committee Meeting	Review of draft budget based on known circumstances to date
June 10	Finance Committee Meeting	Review final draft 2025/26 budget for recommendation to the Board
June 24	Board of Education Meeting	Adopt 2025/26 budget



Briefing Note

Five-Year Capital Plan Submission 2024/2025, MINOR CAPITAL PROJECTS AMENDMENT

The *School Act* provides that the Minister of Education and Child Care may require a board of education to prepare and submit a capital plan for its school district to the Ministry. Under this authority, the Minister has established that capital plans will be submitted annually for review. The *School Act* further states that before submitting a capital plan for approval, a board of education must approve the capital plan for its school district by resolution. Notification of approved capital projects is communicated through a Capital Response Letter.

Capital plans are submitted in two segments: Major Capital Programs and Minor Capital Programs.

- The 2024/25 Major Capital Program submission was due June 30, 2023 and included a priority 3 project under the School Replacement Program for the replacement of Boundary Central Secondary School. **Not approved.**
- The 2024/25 Minor Capital Program submission was due September 30, 2023 and included the following projects:

Program	Site(s)	Project	Funding Requested (\$)
School Enhancement Program (SEP):			\$1,550,000
	DAPE	Roofing upgrades	Approved
	BCSS	Exterior wall system upgrades (envelope work)	
	BCSS	Interior construction upgrades (changerooms)	
	Hutton, WBES, BES	Interior construction upgrades (concrete etc.)	Approved
Carbon Neutral Capital Program (CNC):			\$875,000
	GFSS	LED lighting and controls upgrade	Approved
	BCSS	HVAC upgrades (installation)	
	District	Electrical upgrades**	
	BCSS	Exterior wall system (windows and doors)	
Bus Acquisition Program (BUS):			\$284,000
	District	84-passenger accessible diesel bus	Approved

The CNC project request for Electrical Upgrades highlighted above was to support the purchase of electric chargers and related infrastructure upgrades at both Marlex and the Midway bus garage. In addition to this request, the District also submitted an application under a new federal program, the [Zero Emission Transit Fund \(ZETF\)](#) which offers partial financial support to public transit and school bus operators who are electrifying their fleets. Rebates for electric charging stations and facility upgrades are also available through the [CleanBC Go Electric Fleet Charging](#) program. The project would be fully funded through these 3 sources.

Approval of the ZETF application was originally anticipated in Spring 2023. Unfortunately, approval was delayed and so the related CNC project request was not funded by MECC as we could not complete the project without the ZETF funding. Approval of our ZETF application was finally received in November 2024 with a project completion deadline of December 2025. As other school districts applications through ZETF have also just recently been approved, the Ministry has opened a call for submission to amend 2024/25 capital plans for requests to support ZETF approved projects.

As such, the District is now requesting to amend our 2024/25 capital plan submission to the Ministry as follows:

Program	Site(s)	Project	Funding Requested (\$)
Carbon Neutral Capital Program (CNCP):			\$450,000
	District	Electrical upgrades	
Bus Acquisition Program (BUS):			TBD
	District	76-passenger electric bus	

Proposed motion:

In accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 51 (Boundary) hereby approves the amended Five-Year Capital Plan for 2024/25 for submission to the Ministry of Education and Child Care.

Notification of approval for this amendment is anticipated to be received via Capital Response Letter in early January 2025.

Committee Recommendations

Priority #1: Information and Communication

SD 51 will enhance the accessibility of information and communication for all individuals, including those with disabilities, through the following actions:

Inclusive Culture and Practices/Administrative Procedures
<ul style="list-style-type: none">• Newsletters, notices, websites, and other forms of communication should be written in a manner that can be understood by someone who reads at a grade 4 level• Websites should have the ability to have written information read aloud• Use fonts and colour that support visual understanding• Include staff and peers in learning student's communication support system• Use SET BC training opportunities to teach staff to use communicative supports (happening) and establish this as expectation for staff• Provide targeted professional development opportunities for EAs and support staff to be taught skills around communication software and devices equitably• Provide pull out/push in teaching to target early skills for struggling students or discrete supplemental teaching in class.• Provide technology and apps/programs to supplement literacy skills (provided)• Provide opportunities for peer tutoring
Cost-items
<ul style="list-style-type: none">• Encourage the learning of American Sign Language through apps/software• Provide website translation in ASL to read to views and share information• Provide continued access to Lessonpix and training to support use• PA systems in all schools (complete)

Priority #2: Physical and Architectural

SD 51 will improve the accessibility of the physical and architectural environment for all individuals, including those with disabilities through the following actions:

Inclusive Culture and Practices/Administrative Procedures
<ul style="list-style-type: none">• Ensure enough noise cancelling headphones for students who need them• Assemblies: provide environmental supports to reduce excess noise• Fire alarms: do pre-teaching, provide warnings, and practice drills• Keep classroom doors closed• Reduce noise made by chairs and furniture moving• Support students to manage noise through personal measures: loops earplugs, headphones, work carrels, quiet spaces• Use of an electronic sound meter in classes: yacker tracker, apps, etc• Introducing meditation sessions, breathing and mindfulness activities throughout the day to support quiet periods

- Provide multiple options so students can access a quiet space, special interests or connection with trusted adults or items
- Set limits on Strong Start attendance to promote attendance by kids with behavioural or developmental issues
- Leave a spot open for neurodiverse children at Strong Start if the room is full
- Use visual schedules to help all children in Strong Start
- Make renovations efficient by completing nearby accessibility updates when renovations are being completed
- Buses need to be accessible for physically and behaviourally challenged students
- Provide bus driver training to support students with physical or behavioural challenges

Cost-items

- Provide sound field systems to help with background noise
- Use semi-transparent covers for lights to reduce brightness
- Quieter HVAC and heating systems
- Install LED lights to reduce noise (happening)
- Consider sound-dampening environmental supports within rooms (consider walls, carpet, ceiling height, curtains, etc.) for new builds
- Develop a sensory room in every school with items that can be borrowed for classrooms
- Develop a program for neurodivergent kids, those with behavioural difficulties or those who may experience a difficult transition to school as well as neurotypical peers to help prepare them for school (transitions, small group inclusion, social skills, introduction to school areas, etc.)
- Community integration program (like the one that was with Boundary Family Services)
- Provide Occupational Therapy and Physical Therapy services
- Provide accessible toilets, sinks and washroom stalls with ample stall room and appropriate toilet height in all schools for all ages and genders
- Second floor accessible bathroom at GFSS (applied for)
- Provide change tables for larger students
- Have accessibility buttons to open doors at main entrances and possibly from within the office at GFSS
- Ensure door handles are reachable, and doors can open easily to allow access
- Ensure equitable viewing and table/seating height for all students
- Make sidewalks wide enough for people in wheelchairs and a person to walk beside them.
- Make upgrades to paved areas.
- Provide ramps to all buildings where applicable – emergency exits
- Provide transition plates at doorways
- Purchase a portable lift for stages
- Provide wheelchair friendly cover on playgrounds and accessible playground equipment
- Provide wheelchair friendly cover on playgrounds and accessible playground equipment
- Supervision be provided on buses

Priority #3: Attitudinal

SD 51 will increase awareness and acceptance and foster an attitude of neurodiversity affirming practices

Inclusive Culture and Practices/Administrative Procedures
<ul style="list-style-type: none">• Supply technology to support reading and writing• Support families in addressing anxiety• Consider scheduling for optimum time and student participation in counselling• Highlight individual inclusion goals within student’s IEPs• Provide social skill teaching for neurodivergent learners and neurotypical peers regularly (social thinking program, PEERS program) – use all staff to facilitate (team effort)• Interest specific groups/clubs in elementary and high schools• Build a stronger connection between schools and Special Olympics• Providing a program or approach that teaches students to be socially aware and inclusive starting in kindergarten and in every grade after may be helpful. So that if students notice that a peer is alone, has no friends, or hasn’t been included in a game they know what to do about it• It may be best to have a choice of programs that are used district wide and ensure they are evidence-based and neurodiversity-affirming• Consider a district-wide day where we celebrate diversity, children and their gifts to celebrate differences• Bring in targeted training to staff on inclusion and embracing diversities to bring about a shift in culture. A panel of LSTs and students to August Days and within schools to discuss the topic• Upgrade district wide staff training and understanding toward inclusion• Identify barriers to learning and feeling comfortable and safe at school.• Identify and disseminate clear roles between professions and relevant professional development to support• Teachers need to connect with students even if they are non-verbal, low cognitive, etc.• Have children in leadership roles take on inclusion initiatives• Expand Roots of Empathy to older students•
Cost-items
<ul style="list-style-type: none">• Address and support anxiety and mental health issues: more CYCs, more counsellors. There is limited access to these professionals in our area• Provide more teachers/learning support teachers to support reading and writing in class in addition to teaching• Provide more specialized staff to support reading and writing• Provide more counselling services• Provide additional CYC support staff or train current staff to have skill set to deal with mental health challenges• Bring in targeted training to staff on inclusion and embracing diversities to bring about a shift in culture. A panel of LSTs and students to August Days and within schools to discuss the topic• Have pre-school programs for 3-4 years olds to help with school readiness

Priority #4: School Policy and Practice

SD 51 will review and revise policies and practices to ensure they align with the principles of accessibility, and to address any identified gaps in staff training or knowledge on accessibility issues.

Inclusive Culture and Practice/Administrative Procedures
<ul style="list-style-type: none">• Identify appropriate resource for teaching students with exceptionalities• Field trips need to be inclusive/accessible to all students• Offer programs that parallel regular programs offered by school (skiing etc.)• Ensure teachers plan inclusive field trips for their classes (provide template for planning)• Provide support for students who need it to attend field trips
Cost-items
<ul style="list-style-type: none">• Provide appropriate resource for teaching students with exceptionalities• Additional training to CYC staff within their roles• Permanent part-time Literacy/numeracy support teacher rather than temporary positions• More speech and language services, more teacher of the deaf and hard of hearing services• Training in American Sign Language is needed for staff• An education assistant in every Kindergarten classroom

Priority #5: Technology

SD 51 will increase awareness and training on assistive technology for students with disabilities.

Inclusive Culture and Practice/Administrative Procedures
<ul style="list-style-type: none">• Technology should be available for all students• Students who need technology support need to be using the support as early as possible
Cost-items
<ul style="list-style-type: none">• Ensure relevant technology is provided for students who need this support• Sound field systems• iPads and laptops for all students with exceptionalities



Highlights

All Superintendents Meeting, Vancouver, November 21

- Provincial Enrolment
 - 2024/25 is higher than last year but the growth rate is lower and closer to 2021/22 – so not the anticipated increase
 - Immigration is still the primary driver of growth
 - Immigration policy changes, however, are expected to affect enrolment in the future
- Framework Annual Cycle Update
 - 3 main phases in annual cycle: capacity building, district reporting, and annual review
 - Review is complete
 - Minister has been briefed
 - Superintendent calls will occur mid-December and communications to Boards will also happen mid-December
 - Provincial themes include significant improvement in quality of reports and strong focus on data and evidence
 - Opportunity to focus more on outcomes for students with disabilities and diverse abilities
- Aboriginal How Are We Doing? Report
 - FNEC requested update to 15 years of longitudinal data featured in report
 - Completion rates
 - FSA
 - Evergreen
 - Data are being presented at FNEC Fall 2024 Regional Sessions
 - Annual report will be released in December
- Round table discussions on the following: CPR Education, support staff, digital device policy implementation, school food programs, technology needs, substance use, and resource selection for complex topics
- Implementing Indigenous Education Councils
 - Update given in November meeting
- Numeracy
 - Defined as “the ability, willingness, and perseverance to interpret and apply mathematical understanding to solve problems in contextualized situations, and to analyze and communicate these solutions in ways relevant to the given context

- While closely connected, math and numeracy are not exactly the same thing
- In math, students build strategies needed to solve problems, such as determining patterns, measuring an angle, or adding and subtracting fractions. They also build skills like reasoning with evidence and analyzing their process or answer
- A numerate learner knows how to use mathematical tools effectively to build a deeper, real-world understanding that in turn can help them build deeper understanding in other learning areas
- Numeracy results have been declining since 2018/19 especially in grade 7
- Some interesting facts:
 - More resources (e.g., staff, professional learning opportunities, release time) were spent on literacy than numeracy
 - More staff seem to have a passion for literacy development than in numeracy
 - It is an attitudinal issue – many still believe they are not “math people”

School Visits

- Perley Elementary, October 31 and December 10
 - I missed an update in my last report! It was a fun day at Perley on Halloween, so I wanted to make sure I shared it (even if it is not timely).
 - Mr. Stolen’s grade 6/7 class created a Haunted House in their classroom
 - I was lucky enough to join a primary class as they went through the creepy obstacles – there were definitely some nervous laughs!
 - At the end of our trek, we all received a treat – kudos to Mr. Stolen and his class for putting on such a fun event for Perley students



- I was also able to watch the concert on December 10 – it was an entertaining hour, filled with singing, dancing and some total comedians on the stage
- I especially appreciated the Masters of Ceremony, Charlotte Vaugeois and Sophie Van Moll, who absolutely owned the stage
- Kudos to all the Perley staff, students and parents who did an incredible job to put on this production



Calendar

Nov	21	All Superintendents Meeting, Vancouver
	21-23	BC School Trustees' Association Trustee Academy, Vancouver
	25	Artificial Intelligence Zoom with BC School Superintendents Association (BCSSA)
	26	Agenda Setting
		Board of Education meetings
Dec	3	Agenda Setting
	4	Administrative Procedure working session
	6	Learning Together session with District Leadership Team
	9	Visited West Boundary and Greenwood Elementary & Boundary Central
	10	Agenda Setting
		Perley Elementary Concert
	11	Greenwood Elementary Concert
	12	Enhancing Student Learning Report Feedback
		Policy Meeting working session
	13	Kootenay Boundary Branch Superintendent Update
		BC Public School Employers' Association Sector Call



School District 51 Boundary

Upcoming School Events – December 2024

Beaverdell Elementary

- December 17 Winter Concert
- December 19 Field Trip to WBES

Big White Community School

- December 17 Christmas Concert
- January 6 First Day of School in 2025

Boundary Central Secondary School

- December 16-19 Spirit Week
- January 14 Grad Assessments
- January 23/25 Musical Theatre Presents Chicago

Christina Lake Elementary School

- December 17 Christmas Concert
- January 6 First Day of School in 2025

Dr. D.A. Perley Elementary School

- December 19 Assembly at 11:30
- January 6 First Day of School in 2025
- January 13 PAC Meeting at 5pm

Grand Forks Secondary School

- December 18 Band and Drama Winter Gala
- January 20 PAC Meeting in the Bistro
- January 16-21 Capstone Presentations
- January 29 Semester 2 Begins

Greenwood Elementary School

- January 6 First Day of School in 2025
- January 13 PAC Meeting
- January 15 and 22 Ski Days for Grades 3-7

John.A. Hutton Elementary School

- December 17 Christmas Concert 1-2pm
- December 18 Christmas Concert 10:45-11:45
- January 6 First Day of School in 2025

Walker Development Centre

- December 18 Annual Winter Luncheon
- January 6 First Day of School in 2025

West Boundary Elementary School

- December 18 Christmas Concert
- December 19 Waffles, Crafts, and PJ Day!
- January 23 Intermediate Ski Day



Secretary-Treasurer's Report November 2024

Budget/Finance

2024/25 Annual Budget

Recalculated operating grants based on student data collected in September are generally made available to school districts in mid-December and an amended budget is then presented to the Board for approval and submission to the Ministry by February 28th.

According to information released by the Deputy Minister of Education on December 6th, recalculated grants will be announced in January this year. The change in timing is a result of the recent election and formation of the incoming government, which has impacted Treasury Board timelines. More information will be available in the new year regarding timing of the recalculated grant announcement and any potential impact on the submission deadline of amended budgets.

Professional Learning/Meetings

- SD51/Boundary District Teachers' Association, local bargaining – November 27-29
- Kootenay Boundary Branch, ST Only Meeting – December 4 (virtual)
 - Dave Duerksen, Ministry of Education and Child Care on IEC Implementation
- SD51, Learning Together Session – December 6
- BCPSEA, Bargaining Updates – November 25, December 13
- FocusedED Resources, Cyber Security Incident Response – December 11

Ministry Reporting

GRE

The 2nd quarter GRE report was due December 11 for the period ending December 31/2024. This is quarterly financial information reported to the Ministry to be consolidated with the Provincial government's quarterly financial statements. Q2 is an interesting submission as we submit prior to period end and must accrue costs to December 31. We reported a net loss of \$228K, including a \$256K deficit in Capital and \$28K surplus in operating (2023 - \$983K net loss).

Statement of Financial Information (SOFI) Report

Under the *Financial Information Act*, all school districts in BC are required to prepare an annual *Statement of Financial Information* (SOFI) report. The SOFI is a Public Accounts report that must be filed and made available to the public within 6 months of our fiscal year-end (December 31). The report includes the following information for the period July 1, 2023 to June 30, 2024:

- Audited financial statements,
- Schedule of debts,
- Schedule of guarantee and indemnity agreements,
- Schedule of Trustee remuneration and expenses,
- Schedule of employee remuneration and expenses (employees earning over \$75,000 for the period),
- Statement of severance agreements,
- Schedule of payments for the provision of goods or services (vendors paid over \$25K during the period),
- Statement of payments for purpose of grants and contributions (organizations paid over \$25K during the period).

Completed SOFI reports are made public on the District website at: [Financial Information – School District 51 – Boundary \(sd51.bc.ca\)](https://sd51.bc.ca/financial-information)

Charity Return – as a Registered Charity, the District is required to complete an annual information return and submit to Canada Revenue Agency within 6 months of our fiscal year-end (December 31).

Technology

Fall 2024 update from the IT department includes:

- Nearing completion of schedule desktop replacements for administrative staff
- Chromebook cart replacements at GFSS and Walker Development Center
- Enhancements to VPN and remote desktop security

Operations/Transportation

Transportation

- In November, buses traveled 26,808 km on regular routes, as well as
 - 26 field trips in the West for 4,659 km, and
 - 12 field trips in the East for 903 km
- In December, buses will travel 20,106 km on regular routes, as well as
 - 11 field trips in the West for 1,793 km and
 - 5 field trips in the East for 414 km

Custodial

- Extra support outside of regular hours for seasonal events eg. Halloween and Christmas/Winter concerts
- Continued support for user/community groups
- Developing schedule and planning for deep clean over Winter break

Maintenance closed out 125 work orders from November 1 – December 12 . Items of note include:

- Water damage at the Perley Indigenous Education building due to small flood
- Fire suppression system repairs
- Fire inspections for the Grand Forks schools
- Roof drain clearing
- Hutton roof repair
- Leaf maintenance and minor snow and ice clearing
- Christmas concert support

Other Projects/Work

- Securing architect services for upcoming Spring/Summer projects
- Working with contractor on BCSS HVAC project
- Working with Fortis BC on their rebate program
- Zero Emissions Transit Fund (ZETF) program approval and subsequent 2024/25 capital plan amendment
- Purchase of new cargo trailer

Hutton PAC Meeting Highlights

Date: Wednesday, December 4, 2024

Principal's & Teacher's Reports

Positive feedback on the Teacher's workshop with Math specialist. This session was during the school day, teachers were separated into 2 groups (primary and intermediate) and a lot of peer discussion and learning about teaching math was done. Next and last session will be in the new year where they will check on goals that were set and progress that was made.

Two teachers at Hutton started using the online E-Portfolio program called SPACES with their classes and will be using it for report cards as well. They are looking for parent feedback on how it's working but one complaint is the amount of daily emails going out to parents.

The intermediate choir has been singing at assemblies at the school, with the last performance for Remembrance Day. They will be joining with Perley's choir in the new year for their next performance.

Ministry of Health is reporting that they are not getting any responses to letters and emails being sent to the farm next door regarding crop spraying. There is a process that has to be followed for communication and next steps are now going forward. Peter is pushing for some answers before Spring spraying starts.

Christmas concert dates are December 17th at 1:05pm and December 18th at 10:45am.

School Trustee Report

I reported out on:

Our new diesel accessible bus that has been delivered.

All policies that are circulating on the district website.

Discussion and clarification that was requested on the signs to not drink water out of certain taps in the school.

PAC Reports (President's, Treasurer's and Fundraising)

Candygrams and a formal intermediate dance are the current and upcoming Grade 7 fundraisers.

Both Purdy's Chocolates and Cookie Dough fundraisers raised about \$1000 profit each for PAC.

Next meeting is Wednesday, January 8th @ 6pm

Larisa Van Marck
School Trustee – SD51

WBES PAC met on Wednesday, December 4th. We started by sorting through the Purdy's fundraiser. Fundraisers continue to do well. December 19 will be a day of celebration before the holidays (Rose, Anna and Mark were going to start the day with a waffle breakfast but it was decided the day was already full - including a turkey lunch, so we will seek to do a modified version in the new year).

BCSS PAC met on Monday, December 9th. Unfortunately I was not able to attend.

Trustee Danyluk