



School District No. 51 (Boundary)

Regular Meeting of the Board of Education
Boundary Central Secondary School, Midway, BC
October 29, 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

September 24, 2024 – Regular Meeting Minutes

Report on In-Camera Meeting from September 24, 2024

The Board discussed personnel issues, properties/facilities, business items, as well as the final audit report to the Board.

Correspondence

Business Items

1. Presentation

- BCSS Fire Suppression – Student Presentation by Erica Harcus and Kieriana Guillet

2. Strategic Plan Update (Attachment)

3. Committee Reports

FINANCE

- 2024/25 Student Enrolment (Attachment)

OPERATIONS

POLICY

- Board Procedures Bylaw No. 2-24 (Attachment)

MOTION: “That School District No. 51 (Boundary) Board Procedures Bylaw No. 2-24 be given third reading, reconsidered, and finally passed and adopted on this 29th day of October 2024.”

MOTION: “That the Board repeals and replaces the following policies with administrative procedures as recommended by the Policy Committee:

SCHOOL DISTRICT NO. 51 (BOUNDARY)

Open Meeting of the Board of Education
September 24, 2024, at 6:00 p.m.

Minutes

The Chairperson called the meeting to order at 6:02 p.m.

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

Absent: Nil

Acknowledgement of the Indigenous peoples and ancestors.

Adoption of Agenda

MOVED Danyluk
2ND Massey

["That the Agenda for September 24, 2024, be adopted as amended."](#)

CARRIED

Adoption of Minutes

MOVED Van Marck
2ND Jepsen

["That the June 18, 2024, Regular Board Meeting minutes be adopted as circulated."](#)

CARRIED

MOVED Danyluk
2ND Massey

["That the June 27, 2024, Special Regular Board Meeting minutes be adopted as circulated."](#)

CARRIED

Correspondence

Nil

Business Items

1. Presentation

- Independent Auditor’s Report by BDO Canada LLP
 - Sinead Scanlon, engagement partner, presented the Independent Auditor’s Report and confirmed a clean audit opinion has been issued

2. Strategic Plan Update

- Superintendent Lautard presented the Enhancing Student Learning Report

MOVED
2ND Danyluk
 Massey

“That the Board of Education receive and approve the School District No. 51 (Boundary) Enhancing Student Learning Report for 2024/25 for submission to the Ministry of Education and Child Care, publication and ongoing use as a planning document.”

CARRIED

- Superintendent Lautard presented the School Growth Plans for 2024/25

3. Committee Reports

FINANCE

- Secretary Treasurer Burdock presented the Local Capital Continuity Schedule and confirmed the ending balance in the reserve at June 30, 2024 is \$170K

MOVED
2ND Massey
 Bird

“That the Board of Education approve a transfer of \$250,000 from operating to Local Capital at June 30, 2024.”

CARRIED

- Secretary Treasurer Burdock presented the Internally Restricted Surplus – Operating Fund and confirmed 3 categories of restrictions per Note 18 in the audited financial statements, including a 3% contingency reserve of \$624K.

MOVED
2ND Massey
 Hall

“That the Board of Education approve the internally restricted Accumulated Operating Surplus as detailed in Note 18 of the Audited Financial Statements for the year ended June 30, 2024.”

CARRIED

- Secretary Treasurer Burdock presented the 2023/2024 Audited Financial Statements and confirmed a deficit for the year of \$213K per Statement 2, which includes a deficit of 225k in the Operating Fund and an \$11K surplus in Capital fund.
- Secretary Treasurer Burdock presented the 2023/2024 Financial Statement Discussion and Analysis and explained it is a companion document to the financial statements to improve transparency and understanding, and provides details on variances from prior year and budget.

MOVED
2ND Van Marck
Hall

“That the Board of Education receive and approve the Audited Financial Statements for the year ended June 30, 2024.”

CARRIED

OPERATIONS

- Secretary Treasurer Burdock presented the 2024/25 Capital Projects Update
- Secretary Treasurer Burdock presented the 2025/26 Five-Year Capital Plan – Minor Capital Programs submission

MOVED
2ND Jepsen
Massey

“That, 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 proposed Five-Year Capital Plan (Minor Capital Programs) for 2025/26, as provided on the Five-Year Capital Plan Summary for 2025/26 submitted to the Ministry of Education and Child Care.”

CARRIED

POLICY

- Trustee Bird presented School District No. 51 (Boundary) Board Procedures Bylaw No. 2-24 for second reading and summarized the most significant changes in the bylaw. Discussion on 5.3 regarding increasing timeline for circulation of Board meeting agenda package.

MOVED
2ND Bird
Jepsen

“That School District No. 51 (Boundary) Board Procedures Bylaw No. 2-24 be given second reading on this 24th day of September 2024, and section 5.3 be amended as discussed.”

CARRIED

- Trustee Bird confirmed the Policy Committee met on September 3 and thirteen policies are being recommended to be repealed and replaced with administrative procedures

MOVED
2ND Bird
 Massey

“That the Board repeals and replaces the following policies with administrative procedures as recommended by the Policy Committee:

- 1344 - Safety of Students & Staff – Maintenance Order
- 4000 - Child Protection
- 4001 - Tobacco, Cannabis and Vapour-Free Schools
- 4006 - Pesticides/Herbicides
- 4010 - Request for Administration of Medication
- 4040 - Student Accidents and Illness
- 4041 - Critical Incidents
- 4050 - Weapons
- 4060 - Bomb Threats
- 4095 - Temporary School Closures
- 4100 - Respectful Workplace
- 4111 - Emergency Preparedness
- 5120 - Student Lockers/District Property Search and Seizure”

CARRIED

- Trustee Bird confirmed the Policy Committee is recommending five policies be repealed outright

MOVED
2ND Bird
 Massey

“That the Board repeals outright the following policies as recommended by the Policy Committee:

- 4030 - Infectious/Blood Borne Disease
- 4090 - Prevention of Violence in the Workplace
- 5130 - Nutrition and Fitness in Schools
- 4005 - Asbestos
- 4003 - Active transportation”

CARRIED

- Trustee Bird confirmed the Policy Committee is recommending three revised policies are approved for circulation

MOVED
2ND Bird
 Massey

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

- Policy 410 - Severe Allergic Reaction (repealing and replacing Policy 4020, Anaphylaxis)
- Policy 420 - Use of Physical Restraint and Seclusion (repealing and replacing Policy 5132, Use of Physical Restraint and Seclusion)

- [Policy 430 - Provision of Menstrual Products in Schools \(repealing and replacing Policy 5133, Menstrual Products\)](#)”

CARRIED

4. Board Chair Report

- Board Chair Zitko provided the following verbal updated:
 - Confirmed the Superintendent Evaluation Process has concluded
 - Summarized the call with MECC on September 5th re trustee code of conduct
 - Thanked everyone who was able to attend the BCSTA KBB AGM in Nakusp

5. Senior Management Reports

- Superintendent Lautard presented her report and highlighted the following:
 - Update by Ministry on the last day of All Superintendents conference
 - Food Program Update:
 - Some hiring challenges in early September meant not all Food Services Assistants positions were filled in September. However, all schools had food available to students who needed it.
 - The current food program is not a universal program, but rather a targeted program to feed students experiencing food insecurity.
- Secretary Treasurer Burdock presented her report and acknowledged the work of maintenance and school board staff throughout the summer.

CARRIED

6. Trustee Reports

- Boundary Indigenous Education Council – No update available
- BCSTA Provincial Council – Trustee Jepsen to attend conference in October
- Recreation Commission – Trustee Bird provided a written report
- Boundary Integrated Services Model – Trustee Massey reported out
- BCSTA Kootenay Boundary Branch – No update available
- BCPSEA – Trustee Hall reported out
- PAC Highlights – Trustees Bird, Hall, and Van Marck provided written reports
- Okanagan Labour Relations Council – No update available

7. Around the Boundary

No slide show for September 2024

Future Agenda Items

Meeting adjourned at 7:17 p.m.

Chairperson

Secretary-Treasurer

Strategic Plan Update October 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 (alternate)

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 Update

For the 2024/25 school year, the District will be implementing/exploring the following initiatives, related to the above priorities, and will report on these initiatives at board meetings.

- Literacy
 - Continue with K-7 Reading assessments
 - K-7 Writing Assessment in all schools
 - Continue to disaggregate data more and establish cohort tracking
 - Use detailed Foundation Skills Assessment data to establish areas of concern (comprehension/synthesis/critical thinking)
 - Devise framework to ensure all students are learning a year's worth of learning in a year
 - If not, what then? Intentional action plan with best practice interventions
 - Support Learning Support teachers with interventions

- Finalize Action Plan tracking for students emerging
 - Build strong supports in classroom with Learning Support teachers
 - Encourage strong literacy practices in Intermediate classrooms
 - Educator inquiry groups
- Numeracy
 - Establish numeracy assessment K-7 for spring (using pilot project as guide)
 - Use detailed Foundation Skills Assessment data to establish areas of concern
 - Survey/listening experience with staff and students – hear their voices
 - Build professional development opportunities with staff
 - Support implementation of assessment
- Core and curricular competencies
 - Outdoor education to core competencies, curricular competencies directly to curriculum, build Circle of Courage into outdoor education
 - District Applied Design, Skills, and Technology
 - Continue with intentional teaching of core and curricular competencies with this district initiative
 - Supporting New Reporting Order with further work on assessment practices and communicating student learning with an emphasis on Circle of Courage for self-reflection
- Social emotional learning/Circle of Courage
 - Continue implementation for K-12
 - Educator inquiry groups to develop lesson plans
 - Create Mental Health in Schools district team to ensure broad, intentional actions are effective and district-wide
 - Continue to support one-to-one counselling in more rural schools
- Workshops on Dr. Bruce Perry’s Neurosequential Model in Education to help support educators in classrooms
- Student agency (voice and choice)
 - With District Student Advisory Council begin engagement with students throughout the year (every other month)
 - Seat at Board committee meetings
 - Use of ePortfolios to communicate student learning
 - Continue with pilot project to support flexible, student-centred communication
 - Circle of Courage/Talking Circles initiative expanded
 - Superintendent and Elder in-Residence meeting students Grades 6-9 to better support transition to secondary school
 - Expanding Listening Experiences to younger students
- Community connections
 - Continue with Early Years community engagement

- Continued work with Okanagan Nation Alliance with Fish in Schools program
 - Classrooms and schools to intentionally increase of Okanagan Syilx
- Strengthen presence of Syilx and Sinixt worldviews/ways of being in SD 51 schools
- Strengthen transition to Kindergarten with specific attention to priority students including Indigenous children and students with disabilities or diverse abilities
 - Board Certified Behaviour Analyst working with Early Years
- Youth Mentoring program to support at-risk youth
- Increase dual credit opportunities
 - Work with West Kootenay school districts on Dual Credit expansion proposal
- Truth and Reconciliation
 - Continue to implement Circle of Courage as the framework for student self-assessment and goal setting with the new reporting order
 - K-12 implementation
 - Policy review with equity lens continues into 24/25 school year
 - Indigenous Education department merge with Outdoor Education
 - Initiate consultation with Syilx and Sinixt on cultural teachings for District within new Indigenous Education Councils
 - Create plan for including Indigenous languages in SD 51 reflecting the unceded traditional land upon which the district lies as well as other First Nations, Métis and Inuit
 - Jo Chrona Professional Development Day with schools developing an action plan to deal with racism in classrooms/schools
- Inclusive practices/increased representation for diversity
 - Learning Support teacher training to provide classroom support
 - Supporting assessment practices that reflect curriculum (New Reporting Order)
 - Ivan Coyote keynote and workshops for educators on LGBTQ2S+ students and supports need
- Radical listening experiences with marginalized students and families
 - Listening experiences for students, former students, and families to gain greater clarity on personal experiences including, but not limited to:
 - Students who did not achieve 5-year or 6-year graduation, particularly Indigenous students
 - Students with disabilities or diverse abilities and/or their families on their experiences within Inclusive Education including Individual Education Plan meetings, transition between elementary and secondary, and readiness for careers
- Action for vulnerable students
 - Improve vulnerable student tracking New MyEd category for children and youth in care
 - Learning Profile for all priority students with continuous review framework



Briefing Note

September 30, 2024

Student Enrolment

In February of each year, all districts in BC report projected enrolment information for the upcoming school year to the Ministry. Based on these projections, the Ministry announces preliminary operating funding for each district in early March. At September 30, all districts in BC then report actual enrolment information to the Ministry through the 1701 verification process. The following table summarizes our projected enrolment, as well as our 1701 verification for both September 30, 2024 and September 30, 2023.

Enrolment (FTE) by site

Site	2023 Actual	2024 Projected	2024 Actual	Change from projection
Grand Forks Secondary	424.000	413.250	415.125	1.875
Perley Elementary	241	244	242	-2
Hutton Elementary	223	218	211	-7
Christina Lake Elementary	75	79	72	-7
Boundary Central Secondary	111.625	111.750	103.250	-8.500
Greenwood Elementary	71	68	71	3
West Boundary Elementary	99	97	96	-1
Beaverdell Elementary	11	12	16	4
Big White Community School	32	37	28	-9
Walker Development Centre	25	26	29.375	3.375
Total:	1,312.625	1,306.00	1,283.750	-22.250

Enrolment (FTE) by grade:

Grade	2023 Actual	2024 Projection	2024 Actual	Change from projection
Kindergarten	72	77	68	-9
Grade 1	76	77	78	1
Grade 2	95	78	80	2
Grade 3	99	101	100	-1
Grade 4	103	101	97	-4
Grade 5	99	108	107	-1
Grade 6	104	100	101	1
Grade 7	102	111	104	-7
Grade 8	118	105	107	2
Grade 9	108	119.250	112	-7.250
Grade 10	108.125	110.750	99.250	-11.500
Grade 11	129.25	112.750	107.6250	-5.125
Grade 12	99.000	105.250	120.375	15.125
Adult Students	0.250	0	2.375	2.375
Total:	1,312.625	1,306.000	1,283.750	-22.250

In addition to collecting student data on school-age FTE, our 1701 verification for September 30 also confirms student data for Unique Student Need categories as follows:

	2023 Actual	2024 Projection	2024 Actual	Change
Level 1 Special Needs	1	1	1	0
Level 2 Special Needs	97	97	101	+4
Level 3 Special Needs	14	13	8	-5
Indigenous Education FTE	358	356	376	+20

In March 2024, SD 51's estimated 2024/25 operating grant from the Ministry was **\$20,935,315** based on 1,306.00 student FTE (see attached). The preliminary budget passed in June 2024 reported an operating surplus of \$49,241.

Using an *Operating Grant Funding Estimator*, an estimate of SD 51's recalculated 2024/25 operating grant from the Ministry is **\$20,874,506**. The anticipated decrease of \$60,809 includes:

- Basic Allocation, decrease of \$190,444 due to 22.250 FTE fewer than projected
- Unique student Needs, increase of \$70,880
 - o Indigenous Education, increase of \$35,400 (targeted)
 - o Inclusive Education, increase of \$35,480
- Enrolment decline supplement, increase of \$61,330

Please note the above is an estimate, and it assumes there will be no change in rates or basic allocations from the preliminary grants announced in March. As well, the salary differential has not yet been confirmed. Recalculated grants will be released in December 2024 and amended budget prepared and presented to the Board in early 2025.

Estimated Operating Grants Overview - 2024/25 School Year

School District 51 (Boundary)

September 2024 Enrolment Count				
	School-Age Enrolment	Funding Level	Funding	Total Supplement
Standard (Regular) Schools	1,280.0000	\$8,915	\$11,411,200	
Continuing Education	0.0000	\$8,915	\$0	
Alternate Schools	26.0000	\$8,915	\$231,790	
Online Learning	0.0000	\$7,200	\$0	
Home Schooling	16	\$250	\$4,000	
Course Challenges	1	\$279	\$279	
Total Enrolment-Based Funding (September)	1,306.0000			\$11,647,269
	Total Enrol. Change	Funding Level	Funding	Total Supplement
1% to 4% Enrolment Decline	-5.6250	\$4,458	\$0	
4%+ Enrolment Decline		\$6,686	\$0	
Significant Cumulative Decline (7%+)	13.1250	\$4,458	\$0	
Supplement for Enrolment Decline				\$0
	Enrolment	Funding Level	Funding	Total Supplement
Level 1 Special Needs	1	\$50,730	\$50,730	
Level 2 Special Needs	97	\$24,070	\$2,334,790	
Level 3 Special Needs	13	\$12,160	\$158,080	
English Language Learning	0	\$1,795	\$0	
Indigenous Education	356	\$1,770	\$630,120	
Adult Education	0.0000	\$5,690	\$0	
Equity of Opportunity Supplement			\$73,828	
Supplement for Unique Student Needs				\$3,247,548
		Funding		Total Supplement
Variance from Provincial Average	-\$1,065			
Estimated Number of Educators	72.556		-\$77,272	
	Enrolment	Funding Level	Funding	Total Supplement
FTE Distribution	1,306.0000	\$180.33	\$235,511	
Supplement for Salary Differential				\$158,239
Supplement for Unique Geographic Factors				\$5,769,815
Funding Protection				\$0
Curriculum and Learning Support Fund				\$11,805
September 2024 Enrolment Count, Total				\$20,834,676

July 2024 Enrolment Count				
	Enrolment	Funding Level	Funding	Total Supplement
Summer Learning Grade 1-7	0	\$255	\$0	
Summer Learning Grade 8-9	0	\$255	\$0	
Summer Learning Grade 10-12	0	\$505	\$0	
Supplemental Summer Learning Funding			\$0	
Cross-Enrolment, Grade 8 and 9	0	\$505	\$0	
Summer Learning, Total				\$0
February 2025 Enrolment Count				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	0.0000	\$8,915	\$0	
Adult FTE - Continuing Education	0.0000	\$5,690	\$0	
K-Gr 9 School-Age FTE - Online Learning	0.0000	\$3,600	\$0	
Gr 10-12 School-Age FTE - Online Learning	0.0000	\$7,200	\$0	
Adult FTE - Online Learning	0.0000	\$5,690	\$0	
Level 1 Special Needs Enrolment Growth	0	\$25,365	\$0	
Level 2 Special Needs Enrolment Growth	0	\$12,035	\$0	
Level 3 Special Needs Enrolment Growth	0	\$6,080	\$0	
Newcomer Refugees	0.0000	\$4,458	\$0	
ELL Supplement - Newcomer Refugees	0	\$898	\$0	
February 2025 Enrolment Count, Total				\$0
May 2025 Enrolment Count				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	0.0000	\$8,915	\$0	
Adult FTE - Continuing Education	0.0000	\$5,690	\$0	
K-Gr 9 School-Age FTE - Online Learning	0.0000	\$2,400	\$0	
Gr 10-12 School-Age FTE - Online Learning	0.0000	\$7,200	\$0	
Adult FTE - Online Learning	0.0000	\$5,690	\$0	
May 2025 Enrolment Count, Total				\$0
Indigenous Education Councils				\$100,639
2024/25 Full-Year Estimated Total				\$20,935,315
Estimated 2024/25 Operating Grant from Indigenous Services Canada				\$0
Estimated 2024/25 Operating Grant from Ministry of Education and Child Care				\$20,935,315

BOARD PROCEDURES BYLAW NO. 2-24

A Bylaw of the Board of Education of School District No. 51 (Boundary), hereinafter called “the Board”, to establish procedures governing the conduct of meetings and adopting bylaws.

WHEREAS the *School Act* requires the Board to establish procedures to govern meetings of the Board;

AND WHEREAS the Board wishes to enact meeting procedures to support meetings being conducted in a democratic, transparent and efficient manner.

NOW, THEREFORE, the Board of Education of School District No. 51 (Boundary), in an open meeting, hereby **ENACTS AS FOLLOWS**:

1. CITATION

- 1.1. This Bylaw may be cited as School District No. 51 (Boundary) Board Procedures Bylaw 2-24.

2. DEFINITIONS

- 2.1. The terms used in this Bylaw have the meanings assigned by the *School Act* except as when the context indicates otherwise.

3. OATH OF OFFICE, INAUGURAL MEETING, AND ELECTION OF BOARD OFFICERS

- 3.1. A person elected or appointed as a Trustee must take a prescribed oath of office, by oath or solemn affirmation, within the timelines outlined in the *School Act*, before assuming their role as a Trustee on the Board.
- 3.2. After the general local election of Trustees, the Secretary Treasurer shall convene a first meeting of the Board as soon as possible and, in any event, within 30 days from the date that the new Board begins its term of office.
- 3.3. The Secretary Treasurer will call the meeting to order and will preside until a Chair has been elected.
- 3.4. The Secretary Treasurer shall announce the results of Trustee elections and confirm that all Trustees have taken the oath of office, or shall administer, or cause to be administered, the oath of office to Trustees who have not taken it.
- 3.5. The Secretary Treasurer shall call for nominations for the position of Board Chair.
 - 3.5.1. Trustees may not nominate themselves.

- 3.5.2. Nominations do not require a seconder.
 - 3.5.3. After each nomination, the Secretary Treasurer will request that each candidate accept or decline their nomination.
 - 3.5.4. Once nominations are closed, Trustees who have accepted a nomination, may address their colleagues for two minutes.
 - 3.5.5. Trustees who are not elected for one office may accept a nomination for another office.
- 3.6. The Secretary Treasurer will then conduct a vote, if necessary, by secret ballot. Voting may be undertaken by an electronic means. The Secretary Treasurer may designate one or more staff members as scrutineers to count the ballots. A person receiving a simple majority of the total votes cast will be elected Board Chair.
- 3.6.1. If no person receives a clear majority, further ballots will be taken.
 - 3.6.2. If more than two candidates are on a ballot and no majority is reached, the person with the least number of votes will be dropped from the ballot and a further ballot conducted.
 - 3.6.3. If any vote involving only two Trustees ends in a tie vote, the election shall be decided by drawing of lots.
 - 3.6.4. All ballots will be destroyed.
 - 3.6.5. The Secretary Treasurer will declare the duly elected Board Chair will vacate the Chair.
- 3.7. The Chair so elected shall assume the Chair for the remainder of the meeting.
- 3.8. Upon assuming the Chair, the Chair will call for nominations for Vice-Chair of the Board; and then for the BCSTA Provincial Council and BCPSEA Representatives (and their alternates); BCSTA Kootenay-Boundary Branch representative (if required) for the ensuing year; and will conduct each election in the same manner as described in 3.5 and 3.6 above.
- 3.9. The Chair and Vice-Chair serve in their roles at the pleasure of the Board or until the Annual Meeting in the following November.
- 3.9.1. A majority of the Board may elect a new Chair or Vice-Chair at any time.
- 3.10. Following the elections, the order of business may include:
- 3.10.1. Passage of banking resolutions and appointment of signing officers.

4. ANNUAL MEETING OF THE BOARD AND ELECTION OF BOARD OFFICERS

- 4.1. In the years when no inaugural meeting is required, an Annual Meeting of the Board will be held, in public, in November to elect a Chair; Vice-Chair; appoint representatives to the BCSTA Provincial Council and BCPSEA Representatives (and their alternates) and BCSTA Kootenay-Boundary Branch representative (if required) for the ensuing year in accordance with 3.5 to 3.8 above.

5. MEETINGS OF THE BOARD – AGENDAS

- 5.1. Prior to each meeting, the Secretary Treasurer is responsible to prepare an agenda in consultation with the Chair, Vice-Chair and Superintendent outlining all business to be brought before the Board.
- 5.2. Proposed agenda items may be requested to be on the agenda in one of the following ways:
 - 5.2.1. Individual Trustees wishing to have business brought before the Board will forward the item to the Chair or Vice-Chair to facilitate appropriate action.
 - 5.2.2. As a request from a Committee of the Board.
 - 5.2.3. At the commencement of a meeting, in the event a Trustee believes that an item requires immediate attention, the Chair will allow the item to be added to the agenda provided that no objection is raised by any Trustee in attendance. If an objection is raised, the item will be added to a subsequent Board meeting.
- 5.3. The Board agenda and supporting documentation will be provided to each Trustee in an electronic format, at least three (3) business days prior to the meeting.
 - 5.3.1. Non receipt by a Trustee shall not void the proceedings.
 - 5.3.2. Written notice of any meeting may be waived provided that reasonable steps have been taken to notify all Trustees of the meeting and that the majority of the sitting Trustees agree to the waiving of the written notice.
 - 5.3.3. The agenda and supporting material for each Regular Meeting will be available for the public and interested media through the district website.

6. MEETINGS OF THE BOARD – ACKNOWLEDGEMENT, QUORUM AND ATTENDANCE

- 6.1. All meetings will begin with a land acknowledgement.
- 6.2. A quorum of the Board is a majority of the Trustees holding office at the time of the meeting.
 - 6.2.1. If, prior to any meeting, the Chair and/or the Secretary Treasurer have received information suggesting there will not be a quorum, the meeting may be rescheduled, and attempts will be made to contact all Trustees.
 - 6.2.2. At the appointed time for commencement of a meeting, the Chair shall ascertain that a quorum is present before proceeding to the business of the meeting. If a quorum has not been made within one-half hour after the appointed time, then the meeting will stand adjourned until the next meeting date or until another meeting has been called in accordance with this Bylaw.
 - 6.2.3. After a meeting has commenced, if notice is drawn to a lack of quorum,

the Chair shall ascertain whether there is a lack of quorum and, if so found, adjourn the meeting to the next regular meeting date or to another meeting called in accordance with this Bylaw.

- 6.3. In the event both the Chair and Vice-Chair are absent, and a quorum is present, the Secretary Treasurer will call the Trustees to order, and the Trustees will choose a Trustee to chair the meeting until the arrival of the Chair or Vice Chair.
- 6.4. At all meetings, the Secretary Treasurer must be present at the time that a decision of the Board is rendered and must record any decision. If the Secretary Treasurer is unable to attend the meeting, or if the meeting concerns the work performance or employment of the Secretary Treasurer the Board may designate another employee of the Board to attend the meeting in place of the Secretary Treasurer to perform the duties of the Secretary Treasurer at the meeting.

7. MEETINGS OF THE BOARD – MINUTES

- 7.1. Minutes of the proceedings of all meetings shall be maintained in compliance with the *School Act*, ratified at the next meeting of the Board, certified as correct by the Secretary Treasurer or other employee designated and the Chair or other Trustee presiding at the meeting.
 - 7.1.1. Minutes will not record the names of movers and seconders.
 - 7.1.2. Minutes will not record who voted for or against motions. Trustees may ask to have their vote recorded.
 - 7.1.3. If a Trustee declares a conflict of interest, such conflict will be recorded in the minutes.
 - 7.1.4. Except for minutes of a meeting or portion of a meeting from which persons other than Trustees or Board officers, or both, were excluded, the minutes will be published on the district website once adopted.

8. MEETINGS OF THE BOARD – RULES OF ORDER

- 8.1. Meetings of the Board will be conducted in accordance with this Bylaw and, where the Bylaw is silent, using *Robert's Rules of Order, Newly Revised*, except where provisions of the *School Act* may conflict, in which case the latter will prevail.
- 8.2. Any Trustee with a conflict of interest in a Meeting will:
 - 8.2.1. state that they have a conflict of interest in the matter;
 - 8.2.2. state the general nature of the conflict of interest;
 - 8.2.3. not take part in any discussion of the matter, if the meeting is not closed to the public, or leave any meeting closed to the public;
 - 8.2.4. not attempt in any way to influence the voting on any question in respect of the matter, before, during or after the meeting; and
 - 8.2.5. abstain from voting on any question in respect of the matter or the part

of the meeting during which the matter is under consideration.

- 8.3. The Board may adopt a procedural rule for one or more meetings by resolution of a two-thirds majority of the Trustees present at the meeting. A rule other than the requirement for notice of meetings may be suspended by unanimous consent of the Trustees present.
- 8.4. The Chair's ruling on a point of order shall be based on *Roberts Rules of Order, Newly Revised*.
 - 8.4.1. The ruling shall be subject to an appeal to the Board if requested by a Trustee immediately after the ruling and before resumption of business.
 - 8.4.2. An appeal of a ruling of the Chair shall be decided without debate by a majority vote of Trustees present. When an appeal is successful, it does not necessarily set a precedent.

9. MEETINGS OF THE BOARD – MOTIONS

- 9.1. A motion, when introduced, brings business before the meeting for possible action. A motion should be worded in a clear, concise and unambiguous form and, if lengthy or complex, should be submitted in writing.
 - 9.1.1. All motions shall be stated in the positive.
- 9.2. All motions must be seconded in order that they may be recognized by the Chair and allow debate to proceed.
- 9.3. Subject to the concurrence of the seconder, the mover of a motion may withdraw the motion at any time prior to the vote being taken. A motion which has been withdrawn may be re-introduced at the same meeting only by a different Trustee.
- 9.4. The Chair may divide a motion containing more than one subject and it shall be voted on in the form in which it is divided.
- 9.5. Where a motion is not in writing, the Chair will restate the motion for clarification when calling the question.
- 9.6. All motions shall be subject to amendment except the following:
 - 9.6.1. Motion that the question be called;
 - 9.6.2. Motion for adjournment of debate or adjournment of a meeting;
 - 9.6.3. Motion to table unless such a motion contains a date for further consideration of the matter tabled;
 - 9.6.4. Motion to refer to Committee; or
 - 9.6.5. Motion to proceed to next business.
- 9.7. An amendment is a motion to modify the wording of a pending motion. An

amendment must be strictly relevant to the main motion and not alter in a material way, or be contrary to, the principle embodied in the main motion. A motion can be amended more than once, however, there can be only one amendment on the floor at a time and it shall be dealt with before another amendment is presented, or the motion is decided. An amendment to an amendment must be germane to the first amendment and cannot be amended.

- 9.8. A motion to reconsider a decision can be made the day on which the original motion was voted upon. It must be seconded. It is debatable and the debate can be on the merits of the original question. No question can be reconsidered twice.
- 9.9. Motions to rescind or to amend something previously adopted will be considered only if notice has been given at the previous meeting or in the agenda for the present meeting and if no action has been taken which it is too late to undo. Such motions are debatable, and debate can go into the merits of the original question. There is no time limit for these motions, and they can be moved by any Trustee.
 - 9.9.1. Such motions require a majority vote to pass. However, if the original motion required a two-thirds vote, the same vote is required on a motion to amend or rescind.
- 9.10. A motion that has been defeated at a previous meeting can be moved again at a subsequent meeting only if notice is given.

10. MEETINGS OF THE BOARD – DEBATE

- 10.1. All motions are debatable except the following:
 - 10.1.1. Motion for adjournment of debate or for adjournment of a meeting unless such a motion contains a time for recommencement of debate or for a new meeting;
 - 10.1.2. Motion to proceed to the next business; and
 - 10.1.3. Motion to go into closed session.
- 10.2. Debate shall be strictly relevant to the question before the meeting and the Chair shall warn speakers who violate this rule.
- 10.3. No Trustee shall speak until recognized by the Chair.
- 10.4. No Trustee shall speak for a period in excess of three minutes at one time. The Chair may caution a Trustee who persists in tedious and repetitious debate and may direct them to discontinue if they persist.
- 10.5. The Chair may enter debate or propose or second a motion.
- 10.6. A matter of privilege (a matter dealing with the rights or interests of the Board as

a whole or of a Trustee personally) may be raised at any time and shall be dealt with forthwith before resumption of business.

- 10.7. No Trustee shall interrupt another Trustee who has the floor except to raise a point of order or a point of privilege.
- 10.8. After all Trustees have been given an opportunity to speak, Trustees will have an additional opportunity to speak.

11. MEETINGS OF THE BOARD – VOTING

- 11.1. It is expected that all Trustees present at a meeting will vote except in the case where a Trustee has declared a conflict of interest, in which case the Trustee must not vote and such an abstention shall be recorded.
 - 11.1.1. The Chair will vote at the same time as other Trustees.
- 11.2. Voting may be verbal or by a show of hands and only the results recorded. Prior to the vote a Trustee may request that their vote be recorded.
- 11.3. A motion will be lost if there is no majority position. In the case of a tie, the question is resolved in the negative.

12. REGULAR MEETINGS OF THE BOARD – SCHEDULE AND AGENDA

- 12.1. Meetings of the Board shall be open to the public unless, in the opinion of the Board, the public interest requires that persons other than Trustees be excluded.
- 12.2. A Regular Meeting will normally be held monthly during the school year.
 - 12.2.1. Annually, the Board will determine the schedule of meetings for the following school year and will publish the schedule prior to the beginning of each school year.
- 12.3. A Regular Meeting shall stand adjourned at three hours after its commencement unless a consensus has been reached to extend the hour of adjournment.
- 12.4. The order of business at Regular Meetings shall be as follows:
 - 12.4.1. Call to Order
 - 12.4.2. Land Acknowledgement
 - 12.4.3. Adoption of Regular meeting agenda
 - 12.4.4. Adoption of Regular Minutes, including a report of closed items
 - 12.4.5. Recognition, Presentations and Delegations
 - 12.4.6. Comment Period for Rightsholders and Partners
 - 12.4.7. Strategic Plan Update

-
- 12.4.8. Business
 - 12.4.8.1. New Business
 - 12.4.8.2. Committee Reports
 - 12.4.9. Board Chair Report
 - 12.4.10. Administration Reports
 - 12.4.10.1. Superintendent of School's Report
 - 12.4.10.2. Secretary Treasurer's Report
 - 12.4.11. Trustee Reports
 - 12.4.12. Around the Boundary
 - 12.4.13. Future Agenda Items
 - 12.4.14. Next Board Meeting
 - 12.4.15. Question Period
 - 12.4.16. Adjournment
- 12.5. A change to the order of business may be proposed by any Trustee and shall require unanimous consent of Trustees in attendance.
- 12.5.1. An addition to the agenda of any item not listed on the agenda should be of an emergent nature and requires unanimous consent of Trustees in attendance.
- 12.6. Committee Reports
- 12.6.1. The Chair of a Board Committee will review the minutes or reports of Committee meeting(s) and will ask that the report be received as circulated, or as reviewed. This action has the effect of acknowledging the efforts of a committee and making the Board aware of the work of the committee.
 - 12.6.2. After having received the report, the Chair of the Board Committee will then put forward any recommendations from the Committee individually in the form of a Board motion(s) for debate and approval.
- 12.7. Trustee Reports/Administration Reports
- 12.7.1. At the discretion of the Board, the Board Chair, Trustee and Administration reports may be written or oral.
 - 12.7.2. If a report contains a recommendation, it must be provided in writing for consideration by the Board.
 - 12.7.3. There will be no motion to accept or receive these reports.
- 12.8. The Board expects all persons attending meetings to conduct themselves in a respectful manner. The Chair may expel from the meeting a person, other than a Trustee, that the Chair considers guilty of improper conduct (e.g. disrespectful conduct, conduct which disrupts or interferes with the proceedings of the Board). A majority of the Trustees present at a meeting of the Board may expel a Trustee from the meeting for improper conduct.

13. RECOGNITION, PRESENTATIONS AND DELEGATIONS AT REGULAR MEETINGS

- 13.1. The Board welcomes and encourages recognition, presentations and delegations from students, staff, parents, partners, rightsholders and others at meetings.
- 13.2. The Superintendent, or designate, will be responsible to schedule in-district recognition and presentations activities.
 - 13.2.1. Attempts should be made to keep presentations to approximately 10 minutes.
- 13.3. Any person or group wishing to address the Board as a delegation on an item not otherwise on the agenda will provide a written request outlining the item(s) they wish to present and naming a spokesperson.
 - 13.3.1. Consideration of the request is subject to article 5 of this Bylaw for placement on the agenda.
 - 13.3.2. A written request to present at a Regular Meeting must be received eight days in advance of the scheduled Regular Meeting.
 - 13.3.3. The request will describe the reason for the delegation and who will be the spokesperson
 - 13.3.4. Personnel matters involving individual employees, legal matters, protection of privacy or properties are not recognized for discussion at public meetings.
 - 13.3.5. Upon approval, the person or delegation is advised to make available to the Secretary Treasurer or Superintendent all pertinent information for distribution to Trustees so they may review materials in advance.
 - 13.3.6. Presentations by persons or delegations are limited to a maximum of ten minutes.
 - 13.3.7. The Board will hear the delegation's presentation and the Trustees may ask questions for clarification. The Board will ordinarily take the presentation under advisement and will take action after due deliberation, usually at a subsequent meeting.
 - 13.3.8. Delegates are expected to conduct themselves in a respectful and constructive manner. Delegates may voice concerns but must not:
 - 13.3.8.1. Promote hate, harassment, or violate Board Bylaws and/or Policies;
 - 13.3.8.2. Use offensive, obscene, or defamatory language, gestures, or images;
 - 13.3.8.3. Use negative or derogatory personal references;
 - 13.3.8.4. Misuse personal information related to district students, staff, or Trustees;
 - 13.3.8.5. Discuss topics outside of their intended delegation;
 - 13.3.8.6. Discuss matters related to litigation or potential litigation or any matter which is currently before any court or administrative tribunal affecting the district; or

- 13.3.8.7. Engage in debate with other delegates, staff, or Trustees.
- 13.3.9. The Chair will rule on the propriety of all presentations and comments and may terminate any presentation or comment or refer it to a Closed Meeting of the Board if that is deemed to be appropriate by the Chair.
- 13.3.10. If circumstances warrant, the Board may receive such individuals or Delegations in a Closed Meeting.

14. COMMENT PERIOD FOR RIGHTSHOLDERS AND PARTNERS AT REGULAR MEETINGS

- 14.1. At the beginning of every Board Meeting there will be a comment period for rightsholders and partners. The comment period is a maximum of ten minutes duration at the discretion of the Chair. The purpose of the comment period is provide an opportunity for brief input on any of the meeting's agenda items that the Board will be considering.

15. PUBLIC QUESTION PERIOD AT REGULAR MEETINGS

- 15.1. The Regular Meeting is the formally designated means of transacting Board business. While the Board believes that communication with the public is extremely important, the regular Board is not the appropriate setting for general discussion, or comment by residents.
- 15.2. A question period of fifteen minutes duration is provided at the end of a Regular Board meeting, solely as a means for ensuring that the public present in the audience have an opportunity to raise questions business conducted during the meeting.
- 15.3. Matters currently under negotiation or litigation or related to personnel or specific students will not permitted.
- 15.4. One question will be taken from each person, after which, time permitting, each person may present a second question.
 - 15.4.1. Speakers must identify themselves before speaking.
 - 15.4.2. All questions will be directed to the Chair, who may refer the question to the Superintendent or Secretary Treasurer.
 - 15.4.3. The Chair may restrict the length of time any one individual may speak.
 - 15.4.4. The response to a question will be made during the meeting, when possible, or deferred until a later date when information becomes available.
 - 15.4.5. Individuals addressing the Board assume personal responsibility for all statements made to the Board.
 - 15.4.6. The Chair will use judgment to stop any inappropriate questions that would be better discussed in a different forum.
 - 15.4.7. The Chair may use discretion to terminate any speaker's privilege or

exclude a speaker from the meeting if, after due warning, the speaker persists with conduct or remarks which the Chair considers inappropriate.

- 15.5. Behaviours expected of those raising questions are the same as those outlined or delegations in article 13.3.8 of this Bylaw.
- 15.6. Public with general comments or questions are encouraged to contact the Chair or Superintendent individually.

16. SPECIAL BOARD MEETINGS

- 16.1. Special meetings may be called by the Chair, or by the Secretary Treasurer on the written request a majority of Trustees, on dates other than those of regularly scheduled meetings, with each Trustee receiving no less than 48 hours advance written notice including purpose of meeting.
- 16.2. No business other than that for which the meeting was called shall be conducted at the meeting.

17. CLOSED BOARD MEETING

- 17.1. All matters coming before the Board shall be considered in public unless the public interest requires otherwise. In these circumstances, persons other than Trustees may be excluded from a meeting or from part of a meeting.
- 17.2. Unless otherwise determined by the Board, the following matters shall be considered in a closed meeting:
 - 17.2.1. Personnel matters: including contracts, collective bargaining negotiations, salary, grievances, performance reviews and planning related to the management of personnel.
 - 17.2.2. Legal matters: accident claims, Board liability, legal opinions and advice respecting the liability or interest of the Board or respecting any matter to be considered in closed session and information or action regarding legal actions brought by or against the Board.
 - 17.2.3. Matters pertaining to individual students: including medical matters and *School Act* Section 11 appeals to the Board.
 - 17.2.4. Land matters: acquisition and disposition of real property prior to finalization including future site planning and designation of new sites; negotiations regarding purchase, lease, sale or exchange of real property; purchase of real property; consideration of appraisal reports and claims by owners; determination of Board offers and expropriation procedures.
 - 17.2.5. Matters pertaining to the safety, security or protection of Board property.
 - 17.2.6. Other matters where the Board decides that the public interest so

requires.

- 17.3. The order of business at Closed Meetings shall be as follows:
 - 17.3.1. Call to Order
 - 17.3.2. Land Acknowledgement
 - 17.3.3. Adoption of Closed Meeting Agenda
 - 17.3.4. Adoption of Closed Minutes
 - 17.3.5. Business Items
 - 17.3.6. Future Agenda Items
 - 17.3.7. Adjournment
- 17.4. The Secretary Treasurer or other employee designated in accordance with the *School Act* must be present at the time a decision of the Board is rendered and must record any decision.
- 17.5. No Trustee shall disclose to the public the proceedings of a closed meeting unless a motion has been passed at the closed meeting to allow disclosure, except such as might be necessary to enforce the conflict-of-interest provisions of the *School Act*.
- 17.6. The Secretary Treasurer shall prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a Closed meeting, and the record shall be provided in the subsequent Regular Meeting of the Board.

18. BYLAWS AND RESOLUTIONS

- 18.1. Unless expressly required to be exercised by bylaw, all powers of the Board may be exercised by bylaw or by resolution.
- 18.2. The following matters shall be dealt with only by bylaw:
 - 18.2.1. adoption of the budget;
 - 18.2.2. capital bylaws;
 - 18.2.3. the acquisition or disposal of property;
 - 18.2.4. rules and procedures of the Board relative to the organization of meetings of the Board;
 - 18.2.5. amendments to bylaws; and
 - 18.2.6. where required by the *School Act*.
- 18.3. All bylaws of the Board shall be established, amended or repealed as follows:
 - 18.3.1. First Reading: no debate or amendment;
 - 18.3.2. Second Reading: discussion of the principle of the bylaw;
 - 18.3.3. Third reading : consideration of amendments made and final decision.

- 18.4. When a bylaw has been amended it shall be published as amended and shall not proceed until the amended version has been provided.
- 18.5. At each of the three readings of a bylaw, the bylaw must be read in full, however, if a written or printed copy of a bylaw is in the possession of each Trustee, and is available to each member of the public in attendance at the meeting at which the bylaw is to be read, then the reading may consist of a description of the bylaw by
- 18.5.1. its title, and
 - 18.5.2. a summary of its contents.
- 18.6. The Board shall not give a bylaw more than two readings at any one meeting unless the Trustees who are present at the meeting unanimously agree to give the bylaw all three readings at the meeting .
- 18.6.1. By unanimous consent, financial bylaws may be given first, second and third (final) reading in one motion of adoption provided a written copy is available.
- 18.7. A bylaw may be withdrawn at any stage before final approval with unanimous consent of the Board.
- 18.8. The Secretary Treasurer shall certify on a copy of each bylaw the readings and the times thereof and the context of any amendment passed in committee.

19. ELECTRONIC PARTICIPATION BY TRUSTEES

- 19.1. In accordance with the *School Act*, Trustees may participate in or attend any meeting of the Board by telephone or other means of communication, provided that all Trustees and other persons participating in or attending the meeting are able to communicate with each other.
- 19.2. If a Trustee participates in or attends a meeting of the Board by telephone or other means of communication, the Trustee is to be counted for the purpose of establishing a quorum.

20. MISCELLANEOUS PROVISIONS

- 20.1. All points of procedure not provided for in this Bylaw shall be decided in accordance with *Robert's Rules of Order, Newly Revised*.
- 20.2. If any part of this Bylaw is held to be invalid by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.

21. REPEAL

School District No. 51 Bylaw No. 1-2010, dated February 8, 2011, including any amendments thereto, are hereby repealed.

Read a first time the xxxst day of xxx 2024.

Read a second time the xxxst day of xxx 2024.

Read a third time, passed and adopted the xxxst day of xxx 2024.

Board Chair

Secretary Treasurer

I HEREBY CERTIFY this to be a true copy of School District No. 51 (Boundary) xxxx as adopted by the School Board on the xxst day of xx 2024.

Secretary Treasurer



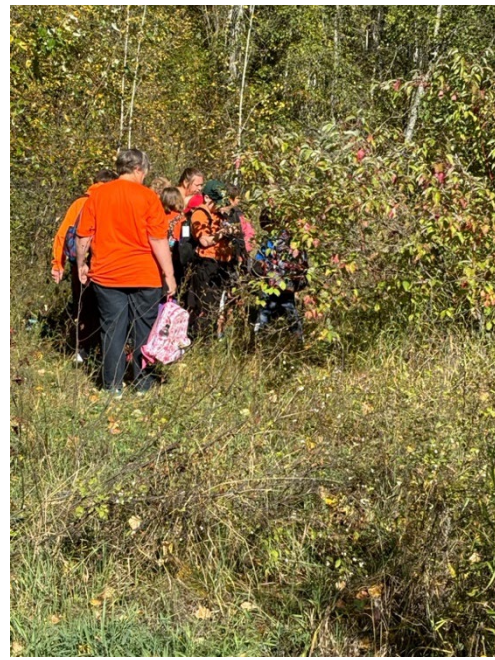
Highlights

Learning Together Sessions with Principal/Vice Principal (PVP) Group

- Our Learning Together sessions are comprised of principals, vice-principals (school-based and district), the Secretary-Treasurer and the me
- Purpose of the session is multifold: to create a robust learning community, to provide guidance and support for practice, to encourage and model engagement with learning, and to build capacity
- We have had our first two Learning Together sessions (August and September)
- Current book discussion: *Tomorrowmind: Thrive at Work with Resilience, Creativity and Connection, Now and in an Uncertain Future* by Gabriella Rosen Kellerman and Martin Seligman
 - Workplace toxicity, industry volatility, and technology-driven change now threaten our psychological well-being. When we can't flourish at work, both personal and organizational success suffer. In the midst of unprecedented changes to both the economy and the workplace, many of us wonder: How can we not only survive this turmoil, but *thrive*?
 - PVP are in pairs to do discussion before our meeting – bring questions, thoughts, wonders to the session.
- Learning Together sessions will also focus on the following:
 - Compassionate Systems Leadership (CSL), which is part of the Mental Health in Schools Strategy
 - You can find more information about CSL [here](#).
 - Case Studies of relevant educational issues
 - Timely finance/operation updates
 - Administrative Procedures collaboration
 - Personal and professional growth plans
 - Working with an online learning component: Human-Centred Leadership based on Susan David's book *Emotional Agility* and her research into emotions, specifically how to unhook ourselves from unhelpful patterns of thought and behaviour.
 - PVP also work in quads to share their growth plans and discuss the online course.

National Truth and Reconciliation Day School Visits

- Grand Forks Secondary (GFSS)
 - On Wednesday, September 25, I was honoured to attend the Truth and Reconciliation assembly at GFSS.
 - The GFSS students and Indigenous Education staff created a heartfelt ceremony that reflected the somberness of the event while also reminding the audience of the strength and resilience of Indigenous people.
- Greenwood Elementary (GES)
 - On Thursday, September 26, I was able to join the students and staff of GES for part of their Truth and Reconciliation day. The day started with drumming, followed by a nature hike with plant identification and ended with games and lunch at the park.
 - Students and staff (and me!) had a great morning that again provided the time for reflection about the impact of Residential Schools while also celebrating Indigenous culture, resiliency and strength.



West Boundary Elementary

- On Thursday, October 10, I had the pleasure of visiting West Boundary Elementary's grade 6/7 class as the students participated in a cooking competition where they had to combine different ingredients (sweet, acid, crunchy, creamy) as a sauce for roasted carrots
- Students collaboratively worked in teams to create their delicious dishes
- The carrots came for the school garden!

- There were 3 judges: Ginette, Jenny and Ms. Turanski
- I was honoured to be the tie-breaking judge!



Calendar

Sept	25	Learning Together Session with District Leadership Team
		Truth and Reconciliation Day at Grand Forks Secondary School (GFSS)
	26	Truth and Reconciliation Day at Greenwood Elementary School (GES)
	27	All Superintendents zoom with Ministry of Education and Child Care (MECC)
Oct	2	Agenda Setting
		Early Years District Update
	7	Boundary Integrated Services Model
		District Principal/Vice Principal ePortfolio Update
	8	GFSS Student Council Introduction
		Policy Committee
	9	District Early Learning and Child Care Community of Practice
	10	Boundary Central Secondary School (BCSS) Student Trustee lunch
		West Boundary Elementary School visit
	16-18	BC Public Sector Employers Association Bargaining Academy (Kelowna)
	21	Circle of Indigenous Nations/Talking Little Feet consultation
	22	Agenda Setting
		Dual Credit Community of Practice
	23-25	BC School Superintendents Association (BCSSA) Chapter Meeting (Cranbrook)
	25	All Superintendents zoom with MECC



School District 51 Boundary

Upcoming School Events – October 2024

Beaverdell Elementary

- October 31 Field Trip to WBES
- November 6 Outdoor Day with Mr. Stewart
- December 12 Community Christmas Carolling
- December 17 Winter Concert
- December 19 Field Trip to WBES

Big White Community School

- October 28 or 30 Pumpkin Painting
- November 7 Remembrance Day Ceremony
- November 14 Volleyball game at WBES
- November 21 Avalanche Safety Training

Boundary Central Secondary School

- October 30-November 1 Boys Soccer Provincials in Burnaby
- November 6 Grade 8 and 9 Talking Circles with Elder Joanie
- November 7 Remembrance Day Ceremony at 10:45
- November 10 Poinsettia Order Due (PAC Fundraiser)

Christina Lake Elementary School

- October 31 Halloween Fun Afternoon and Pumpkin Run
- November 6 Volleyball Game with WBES (at CLES)
- November 7 Remembrance Day Ceremony and Grade 4-7 Rossland Trip

Dr. D.A. Perley Elementary School

- October 31 Halloween Assembly and Costume Parade 11:30
- November 7 Remembrance Day Ceremony at 11am
- November 15 Feel Good Friday Belonging Activity in Family Groups

Grand Forks Secondary School

- October 30 Photo Retakes
- Nov. 6 Take Our Kids to Work Day
- Nov. 7 Remembrance Day Assembly
- December 18 – Band and Drama Winter Gala

Greenwood Elementary School

- EA Practicum starts- October 28
- Pumpkin carving & Open House- October 28
- After School Sports Club starts- November 5

John A. Hutton Elementary School

- Great Storybook Pumpkin Contest gallery walk Oct 31 9:15 -11:15
- K/1 ones at Silver Kettle Oct 31
- Remembrance Day Assembly on November 9
- Bingo PAC night Nov 13 4pm
- ADST Fun Friday Nov 15th

Walker Development Centre

- No update at this time

West Boundary Elementary School

- October 31 Pumpkin Run, Haunted House and Halloween Dance
- November 12 Remembrance Day Ceremony
- November 21-27 Book Fair in the Library



Secretary-Treasurer's Report October 2024

Ministry Reporting

Fall is reporting time at the Ministry of Education & Child Care and we completed and submitted the following reports throughout September and October:

- 2023/24
 - *Indigenous Education Targeted Funding Financial Report* - Financial data and commentary on how we spent our targeted funding of \$613,985 in 2023/24. \$535K funded staffing (secondary Indigenous Education teachers, Elder in Residence, Indigenous Culture & Student Success Facilitators and Child & Youth Care Workers) and \$79K funded supplies and services (learning resources, pro-d, honoraria, field trips, special projects, travel and scholarships).
 - *Classroom Enhancement Fund (CEF) Year-end Reporting* - Financial report confirming teacher FTE/classification and total salaries/benefits paid through CEF, remedy paid to teachers for classes not in compliance with class size and composition language, and CEF overhead costs incurred by the District. Funding spent as follows:
 - Staffing: 11.95 teacher FTE at cost of \$1,454,737
 - Remedy: Owed 158 counts of remedy (28K minutes). 119 counts of remedy taken by teachers, with remaining 39 counts transferred to the BDTA professional development fund.
 - Overhead: \$11K reported for pro-d allocation for CEF-funded teachers, as well as \$62K for substitute costs for CEF-funded teachers
 - *PSEC Labour Information Gathering & Executive Reporting (LIGER)* - Public sector employers are responsible for both:
 - Senior Employee Compensation Reporting - Ongoing reporting for all exempt employees whose annual base salary is \$125,000 or more; and
 - Executive Compensation Disclosure Reporting - Annual executive compensation disclosure for the CEO and next four top decision-makers with a base salary of \$125,000 or more for the period July 1/2023 to June 30/2024. LIGER disclosure reporting can be found [here](#).
- 2024/25
 - *1701 Student Data Collection* - Collection of data on student FTE and headcount, as well as data on Unique Student Needs categories (ELL, Special Education, Indigenous Education and Adult Education). The data reported drives our operating grant, which will be confirmed in December. The snapshot date was September 30th, with the final verification report due October 4th. Total funded FTE at September 30/2024 is 1,283.75 (2023 - 1,312.625). See Briefing Note on Enrolment for details.
 - *1601 School Data Collection* - Annual report on school demographics information including physical and mailing address, telephone and fax number, email address, name of principal/head teacher, and school configuration.
 - *Q1 GRE (Government Reporting Entity)* - Quarterly financial report of the District that is consolidated with the financial results of all school districts, and then consolidated with financial results of all broader public sector organizations.
 - Q1 operating results reported for SD51 are a \$483K deficit (result of timing of funding allocations being small in Sept/Oct until recalculated grants announced).
 - *Classroom Enhancement Fund, Initial Reporting* - CEF is special purpose funding provided to the District to fund additional costs associated with ensuring we are in compliance with the reinstated 2001 language for class size and composition. CEF

staffing information as of September 30th reported 11.148 teacher FTE at a projected cost of \$1,469,154.

- *Learning Improvement Fund* - Funding received to enhance educational assistant supports in school districts. Funding for 2023/24 is \$74,127 and will be used to provide all EAs in a position with an additional one hour/week to attend meetings outside of instructional hours, prep resources, attend pro-d/training etc.
- *Q1 EDAS* - Quarterly report on employee status, YTD earnings, benefits, base salary, FTE etc. The Q1 EDAS is used by the Ministry to calculate the supplement for salary differential that is part of our operating grant. The final EDAS is to be submitted October 31st.
- *2024/25 Minor Capital Plan Submission* - As approved by the Board in September, we completed and submitted our 2024/25 Minor Capital Plan submission through the web-based platform, MyCaps.

Budget/Finance

Fiscal Year-end & Audit

Our June 30, 2024 audited financial statements, including the Financial Statement Discussion & Analysis paper, were approved by the Board last month and submitted to the Ministry.

2024-25 Annual Budget

The annual budget was set and approved by the Board in June based on preliminary enrolment projections. The budget will be entered into the accounting system this month and the Board will be presented with an expenditure report for the first 4 months of the year at the November board meeting. In addition, the budget is being updated based on actual enrolment and staffing as an *Amended Budget* will be presented to the Board in January 2025.

Meetings & Professional Learning

- SD51 Learning Together Session, September 25th (Grand Forks)
- BCASBO, School District Technical Advisory Committee, October 1st (virtual)
- BCASBO Zone 1 (Kootenay Boundary Branch) Meeting, October 2nd (virtual)
- BCASBO Executive Committee Meeting, October 3rd (virtual)
- BCPSEA, EDAS Q1 and Form 2003 Data Collection Information Session, October 9th (virtual)
- BCPSEA, Bargaining Update, October 11th (virtual)
- BCPSEA, Bargaining Academy, October 16-18th (Kelowna BC)
- Harris & Co, Education Law Conference, October 23rd (virtual)

AWARENESS CAMPAIGN

RURAL MINDS MATTER

Leading Together for Resilience



Delivering an anti-stigma & mental health awareness campaign to reach all BC residents living in rural or remote areas across Northern British Columbia.

Campaign Focus

Awareness Messaging and Peer Support Groups for Rural BC Residents

AWARENESS, UNDERSTANDING & ACCEPTANCE IN CANADA'S RURAL COMMUNITIES

Awareness campaign



- Messages that focus on eliminating "self-stigma"
- Educate, inform & normalize conversations around mental health, illness, and wellbeing.
- Relatable messaging, stories of lived experience, online resources that encourage the use of the Society's school and rural online mental health toolkits.

Peer Group Development



- Direct people to critical Peer Support Fundamentals Training online.
- Establish in-person peer groups in BC's rural communities.
- Provide ongoing support for peer group facilitators to enact and sustain peer support groups for mental wellness.

Become a 'Rural Resilience Champion' to support your neighbors in Northern BC

- Be a Champion and promote, assist and connect to make this awareness campaign a success.
- Be a Champion and help spread the message via social media, online, and traditional media in your community.
- Be a Champion and join us to support our Fall launch tour in collaboration with local businesses, schools and organizations.

A Blueprint for Rural Canadians

The campaign and the ensuing years of impact in Northern BC are the blueprint for all remote and rural regions of Canada ensuring a lasting impact.



Thank you for your interest and support.



Contact Us

Phone: (778) 956-9300 www.stigmafreementalhealth.com

The West Boundary PAC meeting started off with Pizza and Buble!!! First item on the agenda was to hold the AGM and elect the executive committee.

President: Tanya Reinert

Vice President: Tessa Strauss

Treasurer: Tanya/Tessa

Secretary Alison Spring

The PAC has \$17800 in their account and \$3968 in their gaming account. It was approved to use \$1144 (the amount that needs to be used from the previous gaming account) to help pay for the 2025 grad hoodies.

Fundraisers continue to be very successful. They just finished an apple fundraiser. Coming up is the Scholastic Book Fair, Purdy's for Christmas, Rock Creek Trading Post Coffee Fundraiser, and a 50/50 draw to be drawn at the Christmas Concert on December 18th.

An initiative that continues to be a success and grow is bikes. There are now 22 bikes in the bike shed which were used on the WBES bike day (those who can, bring their own bikes). Two GFSS students came and gave safety instruction as well as repairing/maintenance instruction and work. They then rode their bikes to the Provincial Park. The neat part is that "the country kids get to ride their bikes with their friends" (something that is hard to do in the country).

A huge thank you to Buffy Williams who called the school in early September and asked how many students there were as she wanted to knit toques for them all!!

When she was told how many students there were her reply was "Good!! I have 88 already made!!! Each toque is unique. They are much loved. One student excitedly said, "She knitted them all by hand with her fingers!!!" Thank you Buffy!!!!

The school garden's produce continues to be used two ways: by students picking and eating the harvest and by the harvest being used to cook food for the school. On October 26 the garden will have new garden boxes to replace the old ones. Also they are working on drip irrigation.

Submitted by Trustee Danyluk

Perley PAC Meeting Highlights

Date: Monday, October 7, 2024

Principal/Vice Principal Report

FSA assessments are happening this month for grades 4 and 7.

Soccer has started and next game is at Hutton.

New school newsletter is going out to every family at the beginning of each month. Good reviews so far, good way to stay connected.

Open house tomorrow (Oct 8th), there will be free pizza provided by PAC for staff and then for families that attend from 5-7pm.

School Trustee Report

I reported out on:

The three policies that are on our website for circulation: 401 Severe Allergic Reaction, 420 Use of Physical Restraint and Seclusion and 430 Provision of Menstrual Products in School.

The Minor Capital Program submissions for Perley for 2025/26 of \$200,000 for Kitchen Upgrade and \$190,000 for LED Lighting.

The Food Service Assistant positions that were posted externally on Make a Future website.

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

PAC Vice President position is still open, a social media post will go out asking if anyone is interested. An interim VP was agreed upon and voted in.

Apple fundraiser made \$421 profit and Winter Craft Fair has already made \$622 for table rentals even though the fair isn't until Saturday, November 16th. More space was approved for more tables will be added as there is a waitlist of vendors wanting to participate.

Annual gaming grant was awarded and deposited in gaming account in the amount of \$4,820

Next meeting is Monday, November 4th @ 5pm, Perley Library

Larisa Van Marck
School Trustee – SD51