

Public Board of Education Meeting Agenda



April 23, 2024
6:30 p.m.
School District Office

1. Acknowledgement that the meeting is being held on the traditional and unceded territory of the Northern Secwepemc People.

1.1. Call to Order

2. Approval of Agenda

THAT the agenda for the April 23, 2024, Public Meeting of the Board of Education be approved.

2.1. Adoption of Minutes

THAT the minutes of the March 12, 2024, Public Meeting of the Board of Education be approved as presented.

2.2. In-Camera Meeting Report

THAT the report of the March 12, 2024, In-Camera Meeting of the Board of Education approved as presented.

3. Presentation (s) – School Highlights: Columneetza, Nesika

4. Delegation – None

5. Reports

5.1. Superintendent's Report

5.1.1 Summary of Framework For Enhancing Student Learning Feedback

5.2. Secretary-Treasurer Report

5.2.1 Quarterly Financial Report

5.2.2 Capital Projects

5.3. Committee Reports

5.3.1 Finance & Facilities and Transportation Committee

THAT the Board of Education approves the attached letter to be sent to all registered bus riders and families.

THAT the Board of Education approves staff continue to look at options around route optimization with a feasible implementation plan presented at the "Learning, Growing, and Belonging Together"

May 14, 2024, Finance, Facilities & Transportation committee meeting.

THAT the Board of Education approve Capital Bylaw No. 2024-25-CPSD27-01 in **three** readings with **unanimous** consent at the April 23, 2024, Public Board Meeting.

THAT the Board of Education approve Capital Bylaw No. 2024-25-CPSD27-01 Submission be read the **first** time this 23rd day of April 2024.

THAT the Board of Education approve Capital Bylaw No. 2024-25-CPSD27-01 Submission be read the **second** time this 23rd day of April 2024.

THAT the Board of Education approves Capital Bylaw No. 2024-25-CPSD27-01 Submission be read the **third** time this 23rd day of April 2024.

5.3.2 Policy Committee

THAT the Board of Education sends amended Policy 390 Safe and Caring School Communities for consultation, and new AP 390 to be provided as notification.

5.3.3 Education Committee

No recommendations were brought forward.

5.4. Trustees

5.4.1. M. Forbes - DPAC Minutes for circulation

5.4.2. A. Kohut - BCSTA AGM

5.5. Liaison / Representation

6 Information (Reading File) - None

7 Adjournment

THAT the public meeting of the Board of Education be adjourned at p.m.

8 Public Comments

Public Board of Education Meeting Minutes



March 12, 2024 (6:30 p.m.)

Trustees in Attendance: Ciel Patenaude, Anne Kohut, Mary Forbes.

TEAMS: Willow Macdonald, Michael Franklin.

Regrets: Linda Martens, Angie Delaineey.

Staff: Superintendent Chris van der Mark, Secretary-Treasurer Brenda Hooker, Deputy Superintendent Cheryl Lenardon, Directors of Instruction Sean Cameron, Anita Richardson, Wendell Hiltz, Executive Assistant Jodi Symmes.

1. Acknowledgement that the meeting is being held on the traditional and unceded territory of the Northern Secwepemc People

1.1 Call to Order

2. **Approval of Agenda**

THAT the agenda for the March 12, 2024, Public Meeting of the Board of Education be approved.

O2024.03.12-01

Moved: Trustee Kohut
Seconded: Trustee Franklin
CARRIED Unanimously

Adoption of Minutes

THAT the minutes of the February 20, 2024, Public Meeting of the Board of Education be approved as presented.

O2024.03.12-02

Moved: Trustee Forbes
Seconded: Trustee Kohut
CARRIED Unanimously

2.1 In-Camera Meeting Report

THAT the report of the February 20, 2024, In-Camera Meeting of the Board be approved as presented.

O2024.03.12-03

Moved: Trustee Forbes
Seconded: Trustee Kohut
CARRIED Unanimously

3. **Presentation** – Cataline Elementary School VP Tess Riley, and Teacher Heather McKinnon (Gr. 5/6) presented to learnings from the February 28 professional development day with Faye Brownlie. Three Cataline teachers and three teachers from other schools within the district joined the Cataline group and Faye for the day.

“Learning, Growing, and Belonging Together”

4. Delegation – None

5. Reports

5.1 Superintendent's Report

- Spring Break
- Tsqésceñ First Nation Lea Signing
- Fall Sports Season
- Spring Staffing
- Violent Risk Assessment Training
- Trauma & Resilience Training
- Framework For Enhancing Student Learning Report

5.1.1 Framework For Enhancing Student Learning Feedback

- Reviewed feedback from the Ministry of Education, areas of note;
 - The district is on the right track but continues to have work to do.
 - Children and Care analysis work is needed, but it was noted that the District has come a long way.
 - FSA results, as a District, we are not happy with the results but we continue to work on these and each year improvement is seen.

5.2 Secretary-Treasurer

- Overview
- Columneetza Daycare Project Update
- 2024-2025 Finance - Projections Update
- Capital Projects
- Facilities Yard
- Transportation
- Annual Facility Grant

5.2.1 Save the Dates

BCSTA AGM – April 18-21, 2024

5.3 Committee Reports

5.3.1 Finance & Facilities and Transportation Committee:

THAT the Board of Education sends the 2024-25 calendar out for circulation.

O2024.02.20-05

Moved: Trustee Forbes
Seconded: Trustee Kohut
CARRIED Unanimously

5.2.4 Policy Committee:

THAT the Board of Education adopt the amended Policy 130 Code of Conduct.

O2024.02.20-06

Moved: Trustee Patenaude
Seconded: Trustee Kohut
CARRIED Unanimously

5.2.5 Education Committee:

- The March meeting was cancelled.

5.4 Trustees

5.5 Liaison / Representation - None

6. Information (Reading File) - None

7. Adjournment

The meeting adjourned at 7:36 p.m.

8. Public Comments

An opportunity was provided for public comments pertaining to items on the agenda.

Brenda Hooker
Secretary-Treasurer

Ciel Patenaude
Chair

In-Camera Meeting Notes provided pursuant to Section 72 (3) of the School Act:

“A board must 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 meeting from which persons other than trustees or officers of the board, or both, were excluded, and the record must be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee set by the board”.

DATE:	March 12, 2024
TRUSTEE PRESENT:	Ciel Patenaude, Anne Kohut, Mary Forbes, Angie Delainey.
TRUSTEE ATTENDING VIA TEAMS:	Willow Macdonald, Michael Franklin.
REGRETS:	Linda Martens.
STAFF PRESENT:	Superintendent Chris van der Mark, Secretary-Treasurer Brenda Hooker, Deputy Superintendent Cheryl Lenardon, Directors of Instruction Sean Cameron, Anita Richardson, Wendell Hiltz, Director of Human Resources Taryn Aumond, Executive Assistant Jodi Symmes.

1. Opening by Chair
 - 1.1. Call to Order – 5:00 p.m. and acknowledgment of traditional territory.
2. Agenda and Minutes
 - 2.1. Approval of Agenda
 - 2.2. Adoption of Minutes
3. Action Items
4. Discussion Items
5. Information Items
 - 5.1. Staffing Update
 - 5.2. Scholarships
 - 5.3. Property Update
 - 5.4. User Group Update
 - 5.5. Trustee Conduct Update
6. Adjournment – 6:12 p.m.

TO: Board of Education

FROM: Chris van der Mark, Superintendent

DATE: April 23, 2024

RE: Superintendent's Report

FINISHING STRONG

It's hard to believe there are a little over two months of school left. Where has it gone? Schools have been working hard to make sure learning stays on track, especially as our senior students work towards graduation. Just as schools continue to focus on learning, connections, attendance and relationships, parents need to make sure they don't let up and assume everything is on track. Stay in touch with your child's teacher(s) and administration right through to the finish. As I reflect on being able to listen to Dr. Jane Goodall last week, never underestimate the cumulative effect of the littlest things. Our schools continue to work hard to bring the head and heart in harmony.

 **Chris van der Mark**
@chris24v

Wonderfully thought provoking evening with @JaneGoodallInst celebrating her 90th B-day. "It is only when head and heart work in harmony that we can recognize our true human potential!"
@LenardonCheryl @JannArdenPod



BCSSA SPRING CONFERENCE

This years' BC School Superintendent's Conference was focused on student voice. Administration from Columneetza, Lake City, and Skyline (Ms. Darney, Mr. Levens, and Ms. Auger) brought students from their respective schools to Vancouver to participate in these learning sessions. Thanks to the Deputy Superintendent for her provincial leadership in her role as the Pro-D Chair for the BCSSA and host for the event.



"Learning, Growing, and Belonging Together"

BCSTA SPRING AGM

Trustees and members of the senior team are in Vancouver this week to join in learning sessions with trustees and staff from around the province. Trustees also engage in their AGM where they move forward motions as part of their advocacy work for public education in BC.

FNEC NEWS

We are fortunate to have a highly collaborative First Nations Education Committee and this past month was a particularly enjoyable session where we were able to take a break to tune in to the eclipse, while also making a commitment to re-boot the equity in action work/scan the district engaged in 4 years ago. This work paved the way for much of the work the district has engaged in by clearly identifying areas of need. We still have a long way to go, but it is heartwarming to see people appreciate how far we have come.

SPRING STAFFING

As mentioned last month, HR has had a head start on staffing and continues to work tirelessly for recruitment. Our postings are going out earlier than ever. We are also adding to the administrative pool by creating additional vice-principal positions.

STRATEGIC PLANNING

Thank you to all staff, students, partners and partners who have been able to contribute to the survey or in-person sessions hosted at schools to reflect on our focus areas and where priorities should be going forward. While there are not a lot of surprises, it is reassuring to see an appreciation for the focus we have had and some insights with regards to what still needs to be done.

See presentation.

Public Engagement with Key Themes for Next SD 27 Multi-Year Plan for Student Success

Summary of Feedback Sessions March 2024

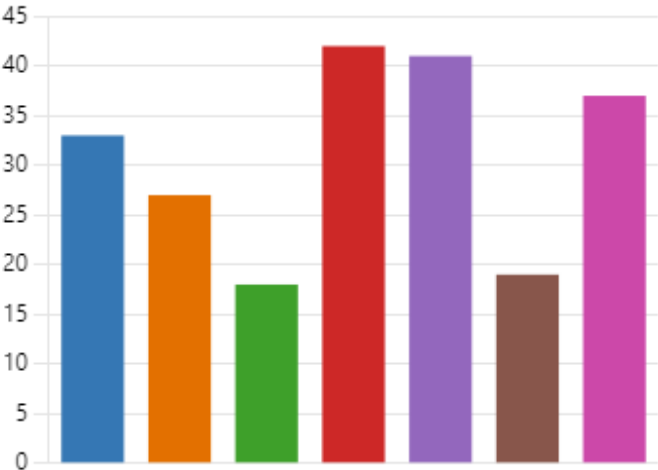
- **63 Sessions**
- **1582 Participants**
- 240 Staff members
- 1158 Students
- 168 Parents/Caregivers
- 16 Community Partners

● Students	20
● Staff	20
● Parents/Caregivers	20
● Community Partner	1



Current **key focus areas** seen by the groups as high priorities for us to continue with (They could select as many as apply).

● Collective Responsibility - all o...	33
● Instructional Capacity - high q...	27
● Leadership Capacity - skill dev...	18
● Inclusive Learning Communiti...	42
● Indigenous Culture & Learnin...	41
● Systems Thinking - aligning pri...	19
● Place-Based Learning - outdoo...	37



Summary of Feedback Sessions March 2024

What participants were most excited to see happening in their school or the district

Note: where there was more than one session per group at a school (e.g., two student sessions) they were combined into one group for the school

Count = number of groups who identified a given theme

Theme	Count	Staff	Student	Parents	Partners
Indigenous Learning & Culture	24	9	5	9	1
Place-based learning	24	5	10	9	
Nutrition	16	2	8	6	
Sports, Athletics	15	2	9	4	
Professional Learning & Support	14	12		2	
ADST/Hands-on/Trades	8	1	3	4	
Electives, Options	8	3	3	2	
Other	6	3	1	2	
Extra-curricular	6		5	1	
Community Partnerships	6	2		3	1
Inclusion and Diversity	6	2		4	
Relationships	6	2	3	1	
Belonging	5	1	2	2	
Positive School Culture	5	2	1	2	
Attendance Focus	4	1	2	1	
Collaboration	4	3		1	
Safety	3	1	1	1	
SEL & Mental Health	3		2		1
Support for Vulnerable students	3	1		2	
Student Engagement & Leadership	3		2	1	
Improved Instruction	3		1	2	
Communication with Families	3	1		2	
Student Achievement/Success	3	1		1	1
Technology	2		1	1	
Library	2		2		
Funds for Resources	2	1		1	
Staff Engagement	2	1		1	
Celebration	2	2			
Cross-school Interaction	2	1	1		
Parent involvement	1			1	

Summary of Feedback Sessions March 2024

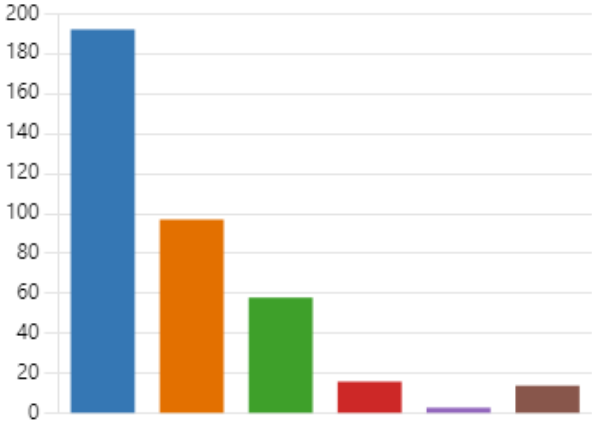
Other areas participants would like to see us focus our attention, efforts, and resources on for the next few years as we work toward success for all students

Theme	Total C	Staff	Studen	Parent,	Partne
Indigenous Learning & Culture	17	3	6	7	1
Place-based learning	16	4	7	5	
ADST/Hands-on/Trades	15	1	10	3	1
SEL & Mental Health	14	7	3	4	
Academics	13	5	5	3	
Other	13	7	2	4	
Sports, Athletics	11	2	9		
Nutrition	8	1	4	3	
Professional Learning & Suppo	8	8			
Extra-curricular	7		6	1	
Staffing	7	5		2	
Arts	5		3	2	
Playgrounds/Grounds	5		5		
Technology	5	2	3		
Transitions	5		2	2	1
Safety	4	1	1	1	1
Support for Vulnerable Studen	3	1		2	
Attendance	3	2		1	
Parent involvement	3			3	
Sexual Health Learning	2			2	
Facilities	2		1	1	
Cell phones	2		2		
Belonging	2		1	1	
Library	2		1	1	
SOGI	1		1		
Student Leadership	1		1		

Summary of Online Survey March 2024

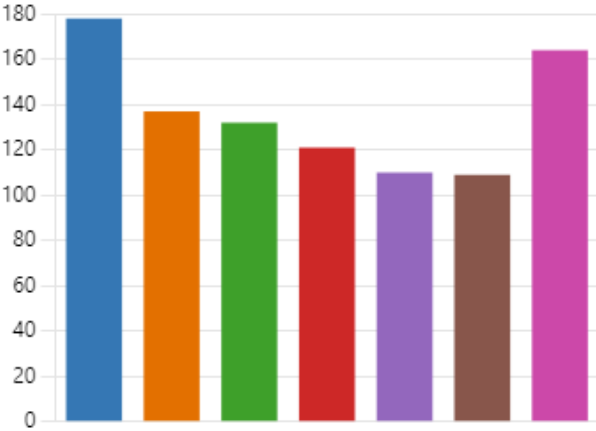
- **343 Respondents** (Note: could select more than one role below if applies)
- 77 Staff members
- 192 Students
- 97 Parents/Caregivers
- 14 Community Partners

● Student	192
● Parent/Caregiver	97
● Staff: CCTA member	58
● Staff: IUOE member	16
● Staff: Exempt staff	3
● Community member	14



Current **key focus areas** respondents identified as high priorities for us to continue with (They could select as many as apply).

● Collective Responsibility - all o...	178
● Instructional Capacity - high q...	137
● Leadership Capacity - skill dev...	132
● Inclusive Learning Communiti...	121
● Indigenous Culture & Learnin...	110
● Systems Thinking - aligning pri...	109
● Place-Based Learning - outdoo...	164



Summary of Online Survey March 2024

What respondents were most excited to see happening in their school or the district

Count = number of respondents who identified a given theme

Theme	Count for				
	Excited	Staff	Student	Parent	Partner
Blank	139	11	99	27	2
Other	31	4	20	7	
Indigenous Learning & Culture	28	20	2	5	1
Sports, Athletics	26	5	17	4	
Nothing	26	3	13	10	
Nutrition	20	4	13	3	
Extra-curricular	16	4	8	4	
ADST/Hands-on/Trades	9	1	4	4	
Place-based learning	12	3	4	5	
Academics	11	4	5	2	
Professional Learning & Support	10	9		1	
Safety	4		2	2	
SEL & Mental Health	4	1	3		
School Culture	3	3			
SOGI	2		2		
New Leadership	2	1			1
Technology	1	1			
Attendance	1	1			
Parental Involvement	1	1			
Recycling	1	1			

Summary of Online Survey March 2024

Other areas respondents would like to see us focus our attention, efforts, and resources on for the next few years as we work toward success for all students

Count = number of respondents who identified a given theme

Theme	Count for				
	Focus C	Staff	Studen	Parent,	Comm
Blank	132	9	113	9	1
Other	26	4	13	9	
Academics	18	4	2	12	
Place-based Learning	17	6	5	6	
Support for Vulnerable Students	14	6	1	4	3
Sports, Athletics	13	1	6	6	
Like the path we are on/nothing	13	1	12		
Attendance	12	5	1	6	
SEL & Mental Health	10	3	3	3	1
ADST/Hands-on/Trades	9	1	4	4	
Classroom Support	9	5	1	3	
Indigenous Learning & Culture	7	4	1	2	
Safety	7		3	4	
Professional Learning & Support	6	5		1	
Extra-curricular	6	2	3	1	
Facilities	6	1	4	1	
Staffing	6	1	1	4	
Enrichment	6	2	1	3	
Inclusion	6	2	1	3	
Conduct	4	2		2	
Parent involvement	4	2		2	
Student Voice	4	1	1	2	
Electives, options	4	1	2	1	
Technology	3		3		
less inclusion	3		1	2	
less indigenous learning	3		1	2	
Playgrounds/Grounds	2		2		
Cell phones	2	2			
Collective responsibility	2			2	
Staff engagement/quality	2		1	1	
Less SOGI	2		2		
School culture	2	1		1	
Parent voice	2	1	1		
Belonging	1			1	
SOGI	1	1			
Collaboration	1	1			
Student engagement	1	1			
Early learning	1			1	
Inclusion	1		1		
Improved instruction	1			1	

Summary of Input on Key Focus Areas

Over the life of the current plan, we have done important foundational work, in leadership capacity development and systems for example, that will allow us to focus more intentionally on the goals of the Provincial Framework for Enhancing Student Learning moving forward. These include

- literacy,
- numeracy
- sense of belonging
- grade to grade transition/graduation, and
- transition to post-secondary,

all through the lens of equity for students who are Indigenous, have disabilities and diverse abilities, an/or are in Care.

The input received through engagement with stakeholders and partners will help inform key local themes that are important to carry into and through our planning as we work toward the achievement of improved results in these areas.

Discussion by Education Committee: what themes, beyond the FESL outcomes, would the Committee like to see reflected in our upcoming plan?

TO: Board of Education

FROM: Brenda Hooker, Secretary-Treasurer

DATE: April 23, 2024

RE: Secretary-Treasurer Report

OVERVIEW

April, May and June are especially busy months for Operations as reflected in our committee agenda submissions. Finance submitted the March quarterly report to the Ministry and is also well into the Annual Budget process. Facilities will be submitting our 24/25 AFG plan and preparing our local and minor capital projects.

COLUMNEETZA DAYCARE / CAFETERIA PROJECT UPDATE*

The project continues to move forward however supply chain delays on support beams and other components will mean a delay in completing the project. Likely we will not be able to open the childcare center until October. Cost pressures have also been identified as described in the Capital briefing note.

The Women's Contact Society and the City of Williams Lake have been advised. More information will be provided at the May 14th Finance, Facilities, Transportation (FFT) committee meeting.

We are still targeting September 2024 for the cafeteria and classroom restoration.

2023-2024 FINANCE - PROJECTIONS UPDATE

A financial projection was prepared for this Board meeting and is next on the agenda. We are still projecting a surplus.

2024-2025 ANNUAL BUDGET UPDATE

The 2024/25 Annual budget compilation is well underway. Enrollment projections at each school are being utilized to build staffing and expense costs. A draft budget will be ready for the May 14th FFT committee meeting.

Reminder: A public budget consultation meeting is called for May 16th at 6:00 PM at the School Board offices. The public can attend in person or through Teams. A notification and links will be posted on our website.

“Learning, Growing, and Belonging Together”

CAPITAL PROJECTS

Work continues on the fire alarm, network and security upgrade projects. Installations are ready and testing is occurring to resolve outstanding issues and ensure that the much-needed upgrades are fully functional.

For the first building envelope project, our team is in place and an initial meeting will occur before the end of April, so work can commence on Forest Grove Elementary over the summer while students are not in classes.

Tenders are prepared for our 2024/25 minor capital projects to move ahead should the Board approve all three readings of the Capital Bylaw at tonight's meeting.

Staff is also preparing a project for Phase 2 of the Mile 108 Elementary School ramp. A request would be submitted to the Ministry for utilizing the remainder of the Ministry Restricted Capital as a continuation of the accessibility usage requests*.

The access and use of the upper floor of the Columneetza dorm building has been identified as a capital project that should move forward now*.

A kitchen renovation project is planned for 150 Mile Elementary which will be done by SD27 staff.

As for major capital, we continue to advocate for Marie Sharpe Elementary to move forward as a replacement project.

FACILITIES YARD

As mentioned as a budget priority, the condition of our Facilities Yard needs addressing. The feasibility study of the current yard and options is progressing. Staff will bring a detailed plan to address the needs to the May 14th Finance, Facilities and Transportation committee meeting.

***These capital items are before the Board tonight for recommended motions to move forward.**

TRANSPORTATION

The Transfinder Report and initial staff recommendations for the Board to consider were at the April Finance, Facilities and Transportation committee meeting. Two recommendations and a revised AP770 are being presented for the Board to consider.

SD 27 Operating Financial Report - July 1 2023 to March 31, 2024

Operating Revenue	March 2024	I to June 2024	Annual	received	Months	
Ministry of Education: Operating Grants	\$ 41,640,893	\$ 59,744,755	\$59,549,319	69.9%	12	Revenues will be higher than budgeted due to enrollment change
Tuition	13,750	13,750	13,750	100.0%	12	
Other Revenue	2,709,329	3,515,990	3,409,458	79.5%	12	Increased FN student rate
Rentals	113,729	131,639	105,230	108.1%	12	
Interest	530,125	606,834	600,000	88.4%	12	Interest Income increasing as rates have held higher
Total Operating Revenue	\$ 45,007,826	\$ 64,012,968	\$63,677,757	70.7%		Revenues are higher than budgeted
<hr/>						
Operating Expense	Actual	Fcst Actuals	Annual	expended	Months	
Salaries						
Teachers	14,500,033	20,693,396	20,176,169	71.9%	10	
Principals and Vice-Principals	3,824,998	5,143,850	5,731,033	66.7%	12	
Educational Assistants	2,560,586	3,577,982	3,689,514	69.4%	10	
Support Staff	6,617,838	9,129,194	9,302,388	71.1%	10	
Other Professionals	1,602,651	2,136,868	2,055,496	78.0%	12	
Substitutes (TOC's)	951,736	1,358,367	1,409,252	67.5%	10	
	30,057,842	42,039,657	42,363,852	71.0%		Overall slightly lower than budgeted
Employee Benefits	6,966,666	9,725,120	8,936,474	78.0%	12	Higher than forecast
Total Salaries and Benefits	\$37,024,508	\$51,764,777	\$51,300,326	72.2%		
<hr/>						
Services and Supplies	6,594,008	9,027,758	9,002,951	73.2%	12	Overall will be very close to February forecast
Total Operating Expenses	\$43,618,516	\$60,792,535	\$60,303,277	72.3%		
Accumulated Surplus - Jul 1	\$4,368,241	\$4,368,241	\$4,368,241			
Capital Purchases from Operating	-\$186,218	-\$425,000	-\$537,256	34.7%	12	Full asset purchases are recorded at yr end
Operating Net Revenue (Expense)	\$1,203,092	\$2,795,433	\$2,837,224			
Application of Local Capital	-\$1,067,967	-\$1,637,224	-\$1,637,224			
Net Changes for the Year	\$135,125	\$1,158,209	\$1,200,000			
Accumulated Surplus - June 30	\$4,503,366	\$5,526,450	\$5,568,241			

Notes to SD27 Operating Financial Report:

Overall the District revenues are higher than forecast in the amended budget however our expenses are also higher. This report and the March GRE report to the Ministry both indicate a small operating surplus. The numbers presented here are a snapshot to the end of March. At the June board meeting, the finance department will present an in-depth forecast report to the Board ahead of the finalized financial statements.

TO: Board of Education

FROM: Brenda Hooker, Secretary-Treasurer

DATE: April 23, 2024

RE: Capital Requests

BACKGROUND

The 2024-2025 Annual Budget needs to be finalized by June 30, 2024. Identifying capital initiatives is part of the budget development process thus it is critical to receive confirmation from the Board on suggested projects.

DISCUSSION

As the Board is aware, the District is facing a significant amount of deferred maintenance. To address the needs, facilities staff ensure that our Capital funding requests to the Ministry are bundled to maximize each funding opportunity.

In addition, we have capital projects the Board is self-funding through the application of previous operating surplus, local capital projects and the Ministry Restricted Capital funds.

In the Capital Bylaw being considered tonight, we were successful in receiving \$1.8 million for 3 roofing projects and \$500K for a Tatla Boiler replacement.

This allows us to consider reallocating some of the projects previously identified for self-funding through operating surplus, ministry restricted and local capital.

Below is the summary of approved applications of surplus and local capital as of June 30, 2023. Also identified are the allocations that we are proposing to defer or were able to fund from other capital sources.

Operating Surplus	2023	Changes/moved to	Available to Reallocate
School Budgets	103,657		
Security & PA Upgrades	550,000	AFG over 2 years	350,000
School Roof Replacements	1,200,000	Bylaw Capital	1,200,000
Pre Engineering (Marie Sharpe)	200,000	Defered	200,000
Accessibility Upgrade (Mile 108)	500,000	MECC Restricted	500,000
Indigenous Commitments	483,810		
Unrestricted Surplus	1,330,774		
	\$4,368,241		\$2,250,000
Local Capital	2023	Changes/moved to	Potentially Recovered
Building Envelope (BE)	3,300,000	Consider funding through minor capital	
Board commitment to daycare project	800,000	Already reallocated from BE	
White Fleet Replacement	400,000		
Mini Bus for Sport/Extra Curr(x2)	300,000		
Tech Network Upgrade	700,000		
Long Range Facility Plan	50,000	from AFG	50,000
Facilities Reserve	1,904,360		
	\$7,454,360		\$50,000
	Total Currently Available		\$2,300,000

Capital projects that staff have identified for possible consideration are:

- The upper floor at Columneetza - to be finished for use as District meeting room space.
- Addressing needs in the Facilities/Transportation yard.
- Lower ramp at Mile 108 Elementary

Upper Floor:

A quote has been obtained for the costs to access and finish the meeting room space on the upper floor of the Columneetza building. The quote is \$1.8 million. The costs are high due to the requirement that major renovations must meet current building codes and accessibility legislation. The portion of the quote just to gain access to the upper floor is \$1.2 million. This is a significant ask however the best time to do this major construction is prior to the daycare opening. SLT has analyzed the cost/benefit of adding this cost to the dorm project and does recommend moving ahead to having a fully finished meeting space by the winter of 2024. Adding this project would not delay the cafeteria/classrooms or the daycare project. The intention is to ask the City of Williams Lake for partial occupancy for the daycare once the project is to the finishing stage and the safety of the children is not

impacted by construction. The proposal would be to reallocate a portion of the \$2.3 million available to the cost of access to the upper floor and finishing a meeting room space.

Facilities/Transportation Yard:

As previously discussed, the facilities yard has been identified as a capital priority. A feasibility study is underway and is looking at options including improvements to the current site, relocating to Glendale or is there a better option available to purchase.

There are no adequate sites currently available for purchase, so the other two options are being reviewed in-depth. At this stage, relocating to Glendale is the best solution. Staff is pursuing high-level cost quotes and identifying how a phased approach could work. Phasing would be recommended as this would be an overall project costing between \$5 and \$10 million.

There are no recommendations at this time, but details and requests will be presented by staff at the May 14th committee meeting.

Lower Ramp Mile 108 Elementary:

In 2023 the Board requested access to \$2.0 million of the \$2.6 million available in Ministry Restricted Capital. The funds were used for the security upgrades and the Mile 108 Upper Ramp accessibility project. There are also plans to install an accessible playground at 108 funded through AFG. For mobility-challenged students to access the new playground a lower ramp is required. Staff would like to request from the Ministry access to the rest of the Restricted Capital to fund the additional ramp.

Columneetza Daycare:

The Women's Contact Society brought to district staff's attention that major equipment and furniture costs were to have been funded as part of the original new spaces grant application. When the project faced unexpected cost escalation, only costs for construction were included as part of the revised request that went to the Ministry for additional funds. As the Board is aware, the revised construction costs also include the need for \$800k of District funds as well as the \$136K contribution from the City of Williams Lake. So currently, the Ministry, District and City funds will be fully needed just to complete the shell of the daycare. Staff is recommending that we ask the Ministry of Education and Child Care – capital branch for escalation funds to cover the costs of these equipment expenses, estimated at between \$100 and \$200K.

RECOMMENDATIONS:

THAT The Board of Education approves the use of \$1,800,000 million from the Operating surplus to proceed with the meeting room project on the upper floor of the Columneetza Dorm building.

THAT The Board of Education approves staff to request escalation funding from the Ministry of Education and Child Care to complete the daycare project in the Columneetza Dorm building.

THAT The Board of Education approves staff to request access to the remainder of the Ministry Restricted Capital fund from the Ministry of Education and Child Care for ongoing security and accessibility projects.

Finance and Facilities & Transportation Committee Meeting Report



April 9, 2024 (4:16 p.m. – 5:55 p.m.)

Trustees in Attendance:	Angie Delainey (Chaired Mtg.), Mary Forbes, Anne Kohut.
TEAMS:	Willow Macdonald, Linda Martens (joined at 4:34).
Regrets:	Michael Franklin, Ciel Patenaude.
Staff:	Superintendent Chris van der Mark, Deputy Superintendent Cheryl Lenardon, Secretary-Treasurer Brenda Hooker, Directors of Education Wendell Hiltz, Sean Cameron, Director of Human Resources, Taryn Aumond, Executive Assistant Jodi Symmes.

Agenda Item	Notes	Action
Acknowledgment of Traditional Territory		
1. February 27, 2024, Committee Report	The committee reviewed the report and recommended no changes.	None.
2. Transfinder Update	<p>Secretary-Treasurer Hooker provided an update on the Transfinder Report and Catchment review that the district has been undertaking since early 2024. The five (5) considerations, along with the detailed information related to the pros and cons of each. These considerations are; School start times, registered riders yet unused seats, walk limits and the number of bus stops on routes, catchment areas and courtesy riders.</p> <p>Revised AP 770 was brought forward with revisions for review. The revisions that have been made will bring the AP in line with Policy 770.</p>	<p>Recommendation: THAT the Board of Education approves the attached letter to be sent to all registered bus riders and families.</p> <p>THAT the Board of Education approves staff continue to look at options around route optimization with a feasible implementation plan presented at the May 14, 2024, Finance, Facilities & Transportation committee meeting.</p>

“Learning, Growing, and Belonging Together”

Agenda Item	Notes	Action												
3. Budget 2024 a. 2024-2025 Development b. Capital Projects and Priorities	Secretary-Treasurer Hooker reviewed the 2024 Budget with the Finance and Facilities & Transportation Committee. Overall, the preliminary information for the 2024-25 budget planning is positive. Staff is confident we can present a fair, balanced budget in May for the Board to consider.	None. Information only.												
4. Annual Facility Grant (AFG) 2024-25	Secretary-Treasurer Hooker provided information on the 2024-2025 AFG. Ministry provided \$1,951,780 in AFG funding to SD27. A detailed list of what the Ministry has approved SD 27 AFG for is in the briefing note.	None. Information only.												
5. Capital Plan Submission Approval 2024-25	Secretary-Treasurer Hooker brought the Capital Plan Submission for 2024-25 that was approved by the Ministry. It now needs to be approved by the Board. The list of the 2024-25 Capital Submissions SD 27 has been approved for are: <ul style="list-style-type: none"> • 4 buses – based on current pricing. • Tatla Lake HVAC \$500,000. • Lac La Hache Playground \$195,000. • Roofing for 100 Mile, 108 Mile and PSO \$1,831,000. • Lake City Secondary – kitchen upgrade under the new FIP \$100,000. - Trustee Martins noted her concern with the frequency that Bylaws has been brought forward for all three readings at one meeting.	Recommendation: THAT the Board of Education approve Capital Bylaw No. 2024-25-CPSD27-01 in three readings at the April 23, 2024, Public Board Meeting.												
6. Proposed Future Meeting Dates														
<table border="1"> <thead> <tr> <th data-bbox="207 1440 654 1478">MEETING</th> <th data-bbox="654 1440 995 1478">DATE</th> <th data-bbox="995 1440 1170 1478">TIME</th> <th data-bbox="1170 1440 1458 1478">LOCATION</th> </tr> </thead> <tbody> <tr> <td data-bbox="207 1478 654 1516">Finance/Facilities Committee</td> <td data-bbox="654 1478 995 1516">May 14, 2024</td> <td data-bbox="995 1478 1170 1516">4:15 p.m.</td> <td data-bbox="1170 1478 1458 1516">Board Office</td> </tr> <tr> <td data-bbox="207 1516 654 1556">Finance/Facilities Committee</td> <td data-bbox="654 1516 995 1556">June 11, 2024</td> <td data-bbox="995 1516 1170 1556">4:15 p.m.</td> <td data-bbox="1170 1516 1458 1556">Board Office</td> </tr> </tbody> </table>			MEETING	DATE	TIME	LOCATION	Finance/Facilities Committee	May 14, 2024	4:15 p.m.	Board Office	Finance/Facilities Committee	June 11, 2024	4:15 p.m.	Board Office
MEETING	DATE	TIME	LOCATION											
Finance/Facilities Committee	May 14, 2024	4:15 p.m.	Board Office											
Finance/Facilities Committee	June 11, 2024	4:15 p.m.	Board Office											

April 24, 2024

To Parent(s) or Caregiver(s)

Re: School District # 27 Transportation Services

You are receiving this letter as the parent or caregiver of a registered school bus rider. SD#27 wishes to advise families that we are conducting an in-depth review of our school catchment areas and current transportation routes.

The district's goal is to create, and have in effect, a more efficient transportation services that ensures resources are better utilized across transportation and facilities, **by September 2024**. SD 27 bus routes and catchments have not been reviewed in more than 10 years. There are no changes being contemplated for the transportation of students with disabilities and diverse abilities or to arrangements made under a Joint First Nation Student Transportation Plan.

The BC School Act does not require school districts to provide school bus transportation services and therefore it is the responsibility of each family to determine the best transportation option, to and from school, to meet their needs. SD27 works hard to support families and students where possible. Several school districts across the province offer a fee-based approach to transportation services.

In the 2023/24 School Year, we are projected to spend \$5,430,290 or 9% of our total operating expenses on Transportation. Northern districts with similar geographical areas spend an average of 5%. The District has finite resources, and we must be fiscally responsible in all areas of our budget allocations to ensure maximum resources are directed toward improving education outcomes.

The District has also been reviewing our existing routes compared with our transportation policies and administrative procedures. We have identified that there are inconsistencies between our policies and our practices, specifically in the following three areas:

1. Stated walk limits and distance between bus stops
 - a. Fewer stops and central stops students walk to
2. School of Choice and Courtesy riders.
 - a. This would be followed consistently **with no ridership privileges** unless space is deemed available on existing runs.
 - i. School of Choice letters clearly state, as a condition of requesting enrolment at a school other than their local catchment school: *"Please be advised that parents/caregivers will assume responsibility for transportation"*.
 - ii. Courtesy riders, those students going places other than between home and school, would no longer be accommodated,
3. Registered bus users who then don't use the reserved bus seat.

The District is undertaking a transportation review for multiple reasons: safety of staff and students, consistent service, and effective and efficient bus routes. Our inconsistent practice is a result of trying to accommodate diverse requests which, ironically, cause frustrations from users due to complex runs, length of runs and combination of runs when short drivers (often a result of trying to accommodate too many runs).

The timeline is to identify any changes to policy and routes by early May 2024, with those changes effective September 2024. This will allow for information to be distributed to families and for feedback around proposed changes to be received before any recommendations being adopted by the Board.

For additional information, see, School Act [RSBC 1996, Part 6, Division 2, Section 83 and Section 85(2.c)]

Please refer to the District website for updates at www.sd27.bc.ca.

Any feedback or concerns can be forwarded to info@sd27.bc.ca and will be brought forward to the Finance, Facilities and Transportation Committee. Alternatively, Parents, Caregivers, and community members can also attend, virtually or in-person, the next Finance, Facilities and Transportation meeting on May 14, 2024, at 4:15 pm at the School Board office.

Information can be found on the District website.

Links to Further Information:

[Finance & Facilities Committee – February 27, 2024](#)

[Finance & Facilities Committee – April 9, 2024](#)

[Draft - School District Route Efficiency Report](#)

[Policy 770 Transportation of Students](#)

[AP 770 Transportation of Students - **draft**](#)

Policy Committee Meeting Report



April 9, 2024 (6:06 p.m. – 6:43 p.m.)

Trustees in Attendance: Mary Forbes, Anne Kohut,

TEAMS: Linda Martens, Willow Macdonald.

Regrets: Ciel Patenaude, Michael Franklin.

Staff: Superintendent Chris van der Mark, Deputy Superintendent Cheryl Lenardon, Secretary-Treasurer Brenda Hooker, Directors of Instruction Sean Cameron and Wendell Hiltz, Executive Assistant Jodi Symmes.

Agenda Item	Notes	Action
Acknowledgment of Traditional Territory		
1. February 27, 2024, Committee Report	The committee reviewed the report and recommended no changes.	None.
2. POLICY 390 Safe and Caring School Communities	Superintendent van der Mark brought forward amendments to 390 Safe and Caring School Communities for the committee to review in preparation of changes as per the Ministry announcement regarding cell phones and safety. The committee agrees to the recommendation of the Policy for consultation, and AP 390 is to be provided as notification.	Recommendation: THAT the Board of Education send amended Policy 390 Safe and Caring School Communities for consultation, and new AP 390 to be provided as notification.
3. AP 770 Transportation of Students - Revised	Superintendent van der Mark brought forward amendments to AP 770 Transportation of Students <ul style="list-style-type: none"> Changes are minor and correct inconsistencies Section on mini-buses specifies their use to supplement existing transportation provided by parents while enhancing safety. This does not begin to scratch the surface due to the huge number of parent drivers that could be on the road in a given weekend. 	None. Information only.
4. Proposed Future Meeting Dates		
	MEETING	DATE
	TIME	LOCATION
Policy Committee	May 14, 2024	6:00 p.m.
Policy Committee	June 11, 2024	6:00 p.m.
		Board Office
		Board Office

“Learning, Growing, and Belonging Together”

Education Committee Meeting Report



April 10, 2024 (4:00 p.m. – 5:10 p.m.)

Trustees in Attendance: Anne Kohut (Chaired Mtg.) Mary Forbes (4:09 pm), Michael Franklin.

TEAMS: Willow Macdonald.

Regrets: Ciel Patenaude.

Staff: Secretary-Treasurer Brenda Hooker, Deputy Superintendent Cheryl Lenardon, Director of Instruction Sean Cameron, and Executive Assistant Jodi Symmes.

Agenda Item	Notes	Action
Acknowledgment of Traditional Territory		
1. February 7, 2024, Report	The committee reviewed the report and recommended no changes.	None.
2. Fitness & Conditioning 11 Course	<p>Deputy Superintendent Lenardon gave the committee details on a special format course that was completed with Lake City Secondary students before Spring Break. 21 Students completed an intensive four-week course to simultaneously earn credit for the BC Ministry of Education Fitness and Conditioning 11 courses and the Canadian Fitness Education Services (CFES) Fitness Knowledge course—the prerequisite to all CFES instructor programs.</p> <ul style="list-style-type: none"> • Each of the 21 students successfully completed and received a letter, that will be added to their report cards. • The district is looking at the possibility of providing the next phase of the course over the summer. 	None. For information only.

Agenda Item	Notes	Action													
<p>3. Summary of Initial Feedback</p>	<p>Deputy Superintendent Lenardon reviewed the summary report for the committee. To date, 63 feedback sessions have been held at school sites with staff, students, parents, and caregivers, and with FNEC and DPAC. A total of 343 individuals completed the online survey.</p> <ul style="list-style-type: none"> • 1600 ppl took part in the feedback sessions. • Top five themes: Indigenous Learning & Culture, Place-Based Learning, Nutrition, Sport/Athletics and Professional Learning & Support. <p>Other areas that were of note for the District to Focus on were:</p> <ul style="list-style-type: none"> • Indigenous Learning & Culture, Place-Based Learning, ADST/Hands-on/Trades, SEL& Mental Health, Academics, Other. • The “Groups” were not weighted for the report. • The last three years have been a focus on our foundational work. We have some good initiatives in place, but we still have things to do. 	<p>None. For information only.</p>													
<p>4. High School Configuration Discussion</p>	<p>Director of Instruction Cameron provided information on the High School Configuration for the committee. Both Columneetza and Lake City campuses have been engaging in some informal discussions that have been expansive and insightful.</p> <ul style="list-style-type: none"> • Staff, parents, and students will be brought in as the discussion progresses. • There are no plans for changes in the Fall of 2024 	<p>None. We are continuing to discuss and expand the audience. Will report back as needed</p>													
<p>5. Proposed Future Meeting Dates</p>															
<table border="1"> <thead> <tr> <th data-bbox="233 1528 662 1564">MEETING</th> <th data-bbox="669 1528 987 1564">DATE</th> <th data-bbox="993 1528 1159 1564">TIME</th> <th data-bbox="1166 1528 1435 1564">LOCATION</th> </tr> </thead> <tbody> <tr> <td data-bbox="233 1572 662 1608">Education Committee</td> <td data-bbox="669 1572 987 1608">May 15, 2024</td> <td data-bbox="993 1572 1159 1608">4:00 p.m.</td> <td data-bbox="1166 1572 1435 1608">Board Office</td> </tr> <tr> <td data-bbox="233 1617 662 1652">Education Committee</td> <td data-bbox="669 1617 987 1652">June 12, 2024</td> <td data-bbox="993 1617 1159 1652">4:00 p.m.</td> <td data-bbox="1166 1617 1435 1652">Board Office</td> </tr> </tbody> </table>				MEETING	DATE	TIME	LOCATION	Education Committee	May 15, 2024	4:00 p.m.	Board Office	Education Committee	June 12, 2024	4:00 p.m.	Board Office
MEETING	DATE	TIME	LOCATION												
Education Committee	May 15, 2024	4:00 p.m.	Board Office												
Education Committee	June 12, 2024	4:00 p.m.	Board Office												

DPAC Meeting DS 27 Minutes

Monday Feb.12, 6pm @ SD27 School Board Office

Attendance: Sara Gayowski (Cataline), Desiree Duff (Chilcotin Road), Amy Stone (Horse Lake), Kathy Grieve (PSO), Anita Richardson (SD27), Chris Van Der Mark (SD 27), Mary Forbes (SD27)

Meeting Started: 6:05pm

Approval of Last Min.: Amendment of last Meeting Minutes in regards to School Supplies donated from PSO to be changed to Horse Lake. Then approved after changes made.

Agenda additions and deletions: none

Acceptance of Agenda:

Motion: Desiree

Second: Sara

Any further discussion, none. All in favor, none opposed

Correspondence: Teachers magazine

Treasurer's Report:

General Account- \$6,744.44

Gaming Account- \$1,650.02

New Buiness:

none

Old Business:

1. Movie Licensing
 - a. The license has run out and we are not looking at renewing at this time.

Superintendent's Report:

1. Cell Phone:
 - a. Ministry of Education and Children announced a series of action intended to keep kids and young people safe from online threats.
 - b. District will be compliant by the start of 2024- 2025 school year
2. Key Speakers coming into our District : Dylan Williams, Jo Chrona, Faye Brownlie,
3. High School Configuration:
 - a. SD looking at transition rates and the success of student in high school with a focus on the Williams Lake area configuration

Trustee Report:

1. PowerPoint presentation on Area of Focus:
 - a. District Plan
 - i. Collective Responsibility
 - ii. Instructional Capacity
 - iii. Leadership Capacity
 - iv. Inclusive Learning Communities
 - v. Indigenous Culture & Learning
 - vi. System Thinking
 - vii. Place-Based Learning
 - b. School Plan Focus Areas
 - i. Literacy
 - ii. Numeracy
 - iii. Indigenous Learning
 - iv. Belonging
 - v. Attendance
2. Round table discussion on areas of focus

School Report:

1. Desiree Duff (Chilcotin Road)
 - a. Dance Pl3y came to the school and all student loved it. It was a week on dance instruction and ended with a performance.
 - b. Had a movie night but not many of the older kids attended. Wondering what kind of good options might be out there for the older kids

2. Sara Gayowski (Cataline)
 - a. Dance Pl3y came to the school and was well received also
 - b. Started doing 2 lunch days a week. After making it a super healthy lunch no student were participating so moved back to a more widely received option.
3. Amy Stone (Horse Lake)
 - a. Had its last movie night after licensing ran out.
 - b. Hosting a Family Fun night Feb. 23
 - c. Grade 6's went to Gavin Lake for overnight trip
4. Kathy Grieve (PSO)
 - a. Funding always needed for sporting groups to be able to travel. Looking for the bus that was supposed to be here in Sept. to show up and be utilized
 - b. Food programs seems to be going well and as the cold increases so does the student taking advantage of these programs
 - c. Will be hosting a Valentine's Day Dance for gr. 10-12 this week.

Next Meeting(s) :

1. April 17, in 100 Mile, 6pm @ PSO
2. June 4, in 100 Mile, 6pm @ PSO

Meeting Adjournment: 9:10

TO: Board of Education

FROM: Anne Kohut

DATE: April 23, 2024

RE: Trustee Report

AGM Report

Deputy Minister, Christina Zacharuk and Cloe Nicholls, Assistant Deputy Minister described their roles and situations for the Provincial Government. They are appointed by the government in a non-political position and loyally serve under the government of the day. As their career goes, they may serve many governments in power.

Once the writ is dropped for an election, the deputy ministers are the caretakers of this period of time so that the machinery of government carries on. Important decisions are on hold such as the awarding of contracts.

Deputy ministers support new ministers with information such as important dates, contacts, etc. as they may know very little about the position at the start.

School Boards that have more commonality than an individual board, possess greater power when advocating to the Select Standing Committee. And there are other Advocacy channels that can be accessed.

One interesting quote from Joanne Schroeder when speaking about leading with compassion:

How we show up in the system is based on cultivating mindfulness and compassion. Paying attention on purpose, in the present moment, non-judgementally, as if your life depended on it.

Respectfully submitted,

Trustee Anne Kohut

“Learning, Growing, and Belonging Together”