



# School District No. 51 (Boundary)

Regular Meeting of the Board of Education

Tuesday, April 14, 2009 at 7:00 p.m.

West Boundary Elementary School

## Agenda

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### Call to Order

### 10 Minute Comment Period

### Presentations/Delegations

7:00 p.m. -- Jennifer Turner

### Adoption of Agenda

### Adoption of Minutes

- Regular Meeting – March 10, 2009 (Attachment No. 1 – Trustees Copy Only)

### Correspondence

1. Letter of Appreciation to BCSS (Attachment No. 2)
2. Thank you from Selena Demenoff (Attachment No. 3)

### Information Item

- Memorandum of Intention with Selkirk College (Attachment No. 4)

### Business Items

1. Superintendent's Report (Attachment No. 5)
  - Fibre Optics
  - Programs Discussion
2. Monthly Class Configurations (In compliance with Bill 33)
  - Superintendent to Report
3. Committee Updates
  - Operations/Facility -- April 8, 2009
  - Policy -- March 31, 2009

**MOTION:** "That the Board approve the adoption of the following forms and policies (Attachment No. 6):

NO. 1300	Corporate, Advertising, Canvassing
NO. 3020	Copyright
NO. 4010	Request for Administration of Medication
Form -	Request for Administration of Medical at School
Form -	Medical Alert System
NO.	School Closure."

4. Funding 2009/2010
5. Secretary-Treasurer's Report
  - Operations/Transportation Report (Attachment No. 7)
  - Enrolment March 2009 - Total FTE: 1388.25 (Attachment No. 8)
  - Expenditure Report (Attachment No. 9)
  - 2008-2009 Winter Highway Conditions
6. Director Of Instruction's Report  
Report for April 2009 (Attachment No. 10)
7. Around the Boundary  
March 2009 Presentation.

**Trustee Activities and Upcoming Events**

- BCSTA AGM in Kelowna – April 23rd to 26<sup>th</sup>, 2009

**Next Board Meeting:**                      Tuesday, May 12, 2009  
    School Board Office  
    5:00 P.M. Special Closed Meeting  
    7:00 P.M. Regular Open Meeting

**Adjournment**

# SCHOOL DISTRICT NO. 51 (BOUNDARY)

**MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 51 (BOUNDARY) HELD TUESDAY, FEBRUARY 10, 2009 AT THE SCHOOL BOARD OFFICE.**

## CALL TO ORDER

The Chairperson called the Meeting to order at 7:05 p.m.

Present:	Mrs. T. Rezansoff	Chairperson
	Ms. S. Garcelon	Trustee
	Ms. V. Gee	Trustee
	Mr. K. Harshenin	Trustee
	Mr. J. Malloff	Trustee
	Ms. K. Sabourin	Trustee
	Mr. M. Strukoff	Superintendent
	Mrs. J. Hanlon	Secretary-Treasurer
	Ms. M. Ruzicka	Director of Instruction
Absent:	Ms. C. Riddle	Trustee

## PRESENTATIONS/DELEGATIONS

Nil

## ADOPTION OF AGENDA

**MOVED** Garcelon  
**2ND** Harshenin

"That the Board approve the agenda as circulated."

**CARRIED**

## ADOPTION OF MINUTES

**MOVED** Gee  
**2ND** Garcelon

"That the Minutes of the following Board Meeting be adopted as circulated:  
REGULAR MEETING – JANUARY 13, 2009."

**CARRIED**

## CORRESPONDENCE

Nil

### **1. INFORMATION ITEMS**

#### **1.1 ENROLMENT – JANUARY 2009**

The student enrolment figures as at January 31, 2009 were circulated.  
Total: 1413.6085 FTE.

#### **1.2 SUPERINTENDENT'S REPORT**

- Report on monthly changes to class configurations for January 2009
- In compliance with Bill 33.
- Superintendent's Report for January 2009.
- Monthly Changes to Class Configurations – The Superintendent reported on the current class sizes and compositions.
- Calendar of Events – A yearly calendar outlining dates of reports, bylaws, decisions and actions that Management and the Board need to do over the course of the year was presented.

#### **1.3 DIRECTOR OF INSTRUCTION'S REPORT**

Report for February 2009.

#### **1.4 SECRETARY-TREASURER'S REPORT**

- Operations Transportation Report for January 2009.
- Expenditure Report as at January 31, 2009.
- Trustee Initiative – Utilization of funds to date.

1.5 AROUND THE BOUNDARY

Powerpoint presentation on events and activities in January 2009.

1.6 DISTRICT DEVELOPMENT TEAM UPDATE

The Superintendent stated that the survey results were compiled at the last meeting. The four areas of most interest were: Communication, Assessment, Class Size and TA Support. Meetings with the interested parties will be set to discuss these topics.

1.7 PHOENIX FOUNDATION VITAL SIGNS

MOVED  
2ND

Garcelon  
Malloff

"That the Board approve a donation of \$770 to the Phoenix Foundation and \$230 in kind donation for the *Vital Signs Program*."

CARRIED

1.8 BOARD RETREAT

There will be a Board Retreat on March 11 and 12, 2009 facilitated by Rob Goodall at the School Board Office.

1.9 KOOTENAY BOUNDARY BRANCH MEETING FEBRUARY 7, 2009

Trustees reported on the Saturday session attended by Chairperson Rezansoff, Trustee Malloff and Trustee Sabourin via elluminate.

1.10 BCPSEA 15<sup>TH</sup> AGM UPDATE

Trustee Gee reported on the BCPSEA AGM.

1.11 SUSTAINABLE SCHOOLS

The Trustees discussed the Sustainable Schools session held February 9, 2009 at the School Board Office.

1.12 SCHOOL VISITATIONS

The Board will schedule lunch-time visitations to each of the schools in our district.

1.13 EMERGENCY CONTINGENCY PLAN

This item will be tabled until the next Board Meeting.

2. ACTION ITEMS

2.1 SCHOOL COMMUNITY CONNECTIONS GRANT

MOVED  
2ND

Garcelon  
Malloff

"That the Board approve the consolidation of the three \$8,000 grants for the District into one grant for a total of \$24,000 for the lighting upgrades at the GFSS Auditorium."

CARRIED

2.2 CULTURAL EXCHANGE TRIP TO GERMANY

MOVED  
2ND

Harshenin  
Gee

"That the Board approve the GFSS Germany Exchange Field Trip."

CARRIED

**2.3**     **AMENDED BUDGET 2008-2009**

The Secretary-Treasurer presented the Amended Budget 2008-2009.

**MOVED**     Malloff  
**2ND**         Garcelon

“That the Board unanimously agrees to give the Amended Annual Budget Bylaw all three readings at this meeting of February 10, 2009.”

**CARRIED**

**MOVED**     Garcelon  
**2ND**         Sabourin

“A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 51 (BOUNDARY) (called the “Board”) to adopt the amended annual budget of the Board for the fiscal year 2008/2009 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the “Act”).

1.         The Board has complied with the provisions of the *Act* respecting the amended annual budget adopted by this bylaw.
2.         This bylaw may be cited as School District No. 51 (Boundary) Amended Annual Budget Bylaw for fiscal year 2008/2009.
3.         The attached Schedule “A1” showing the estimated revenue and the estimated expenditure for the 2008/2009 fiscal year and the total budget bylaw amount of **\$17,271,325** for the 2008/2009 fiscal year was prepared in accordance with the *Act*.
4.         The “A” Schedules are adopted as the amended annual budget of the Board for the fiscal year 2008/2009.”

**CARRIED**

**MOVED**     Sabourin  
**2ND**         Harshenin

“That the Board of Education of School District No. 51 (Boundary) approve the Amended Annual Budget Bylaw for 2008/2009 fiscal year, as read a first, second and third time, passed and adopted.”

**CARRIED**

**2.4**     **CLIMATE ACTION**

**MOVED**     Sabourin  
**2ND**         Harshenin

“That the Board approve and sign the proposed British Columbia Climate Action Charter Agreement.”

**CARRIED**

**2.5**     **EDUCATION COMMITTEE**

Chairperson Rezansoff will circulate terms of reference for the Education Committee.

**2.6**     **POLICY COMMITTEE**

**MOVED**     Harshenin  
**2ND**         Garcelon

“That the Board approve the circulation of the following policies:

- Policy No. 4010 – Request for Administration of Medication
- Policy – School Closure
- Policy No. 1300 – Corporate, Advertising, Canvassing
- Policy No. 3020 – Copyright (to replace Feb. 8, 2000 version).”

**CARRIED**

**MOVED** Malloff  
**2ND** Gee

"That the Board approve the adoption of the following policies:

Policy No. 3000 – Health/Career & Personal Planning Alternate Delivery  
Policy No. 2020 – School Fees and Charges  
Policy No. 1310 – Distribution of Materials  
Policy – Code of Ethics."

**CARRIED**

**TRUSTEE ACTIVITIES & UPCOMING EVENTS**

Productive Workplace Conversations – February 19-20, 2009  
February Academy -- February 25 to 27, 2009

**NEXT BOARD MEETING: Tuesday, March 10, 2009**  
School Board Office  
5:00 P.M. Special Closed Meeting  
7:00 P.M. Regular Open Meeting

**ADJOURNMENT**

The Meeting adjourned at 9:15 p.m.

  
\_\_\_\_\_  
CHAIRPERSON

  
\_\_\_\_\_  
SECRETARY-TREASURER

March 10, 2009

Mr. Walter Osellame  
Principal  
Midway Secondary School  
Midway, B.C.

Dear Mr. Osellame:

I have just returned from a visit with my grandson, Chad Maciak, a former student of your school. Since completing school, Chad has worked building furniture, received his level one welding ticket at the technical school in Kamloops, acquired a job placement with CN Rail, who will sponsor his next two levels of his trade, and established himself in his new community of William's Lake. Obviously we are very proud of his accomplishments. I feel that you and your staff were an integral part of his success. Chad's reading disability could have produced in his mind insurmountable barriers. He might have just given up. However, with your support and with the support of your staff, Chad was encouraged to persist. He was given assistance when required to overcome obstacles in his path. He was surrounded by people who felt that he could learn. These are the ingredients necessary to do well

A smaller high school may have some limitations; but with Chad, it proved to be the best environment. I would like to thank you. You and your staff made a significant difference in this boy's life.

Rob, his brother, just completed his B.Sc. in Kamloops and is beginning his Masters. He presently works in environmental inspections with the B.C. Government. He hopes that there will be opportunities in the area of conservation with the emphasis on climate change. He is also a wonderful dad.

Thank you again for caring about the kids in your school and providing a safe place where they can succeed. There is nothing more a grandpa could ask.

Yours truly,

Jim Jenkins  
1584 Pritchard Drive  
Westbank, B.C.  
V4T 1X4

Michael;

I would like to sincerely thank the Board of School District No. 51 for financially supporting me in my participation in the 2009 Encounters With Canada Program for Medicine and Health. The week I spent in Ottawa proved to be a rewarding experience. Thank-you. -Selena Demenoff



## Memorandum of Commitment

THIS AGREEMENT is effective as of the 29<sup>th</sup> day of April, 2009.

### BETWEEN:

SELKIRK COLLEGE

Hereinafter referred to as 'the College'

### AND

SCHOOL DISTRICT NO. 8, KOOTENAY LAKE

SCHOOL DISTRICT NO. 10, ARROW LAKES

SCHOOL DISTRICT NO. 20, KOOTENAY COLUMBIA

SCHOOL DISTRICT NO. 51, BOUNDARY

Hereinafter referred to as 'the School Districts'

WHEREAS the School Districts and the College recognize the importance of lifelong learning to personal, community, regional and national success and quality of life;

WHEREAS the School Districts and the College recognize that our citizens and our society benefit from lifelong learning through higher wages, better job prospects, economic vitality, improved health, decreased crime and more fulfilling lives;

WHEREAS the School Districts and the College recognize that people learn in school, at home, at work and within communities and in many different ways;

WHEREAS the School Districts and the College recognize the necessity of collaborative leadership among them and with others throughout the West Kootenay Boundary Region to innovatively create and sustain a learning culture and enhanced learning opportunities throughout our Region;

NOW, THEREFORE, the College and the School Districts commit to work together - and with others - to provide for seamless, comprehensive access to learning opportunities from “Early Years to Elder Years”.

### **Primary Goals for 2009-2010:**

- To create an action plan with the desired outcome of the West Kootenay Boundary Region becoming a model ‘Learning Region’.

Potential activities/deliverables:

- Develop a vision and definition of “The Learning Region.”
- Strike a “Learning Region Advisory Council” with representation from key stakeholders in learning around the region to identify annual project priorities.
- Identify and implement a number of “Regional Learning Projects” to develop seamless learning paths to respond to regional needs and in unique areas of focus: E.g. literacy, trades training, essential skills for employment, community leadership, or a more specific example such as Peace Studies or Youth Leadership.
- Seek sustainable funding for the Transitions program to promote and provide seamless learning opportunities.
- Engage in joint professional development activities to support learning for and collaboration between learning professionals.

IN WITNESS WHEREOF the parties hereto have hereunto executed this agreement to be effective as of the date first above written.

\_\_\_\_\_  
Marilyn Luscombe  
President and CEO  
Selkirk College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jean Borsa  
Superintendent of Schools  
School District No.20 (Kootenay Columbia)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Pat Dooley  
CEO/Superintendent of Schools  
School District No.8 (Kootenay Lake)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Walter Posnikoff  
Superintendent of Schools  
School District No.10 (Arrow Lakes)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michael Strukoff  
Superintendent of Schools  
School District No.51 (Boundary)

\_\_\_\_\_  
Date



## Month-end Report March 2009 – 10 School Days

### M. Strukoff

### Superintendent of Schools

#### EDUCATION

##### Bill 33

- All Classes are in Compliance

##### District Initiatives

- Implementation of BCeSIS IEP module is underway. Training sessions have not started with Special Education Staff. The Project leader is Shawn Lockhart, teacher trainer is Lisa Chapman.



#### Ministry Initiatives

- SD51 has been selected for a StrongStart Outreach program. The Director of Instructor will have more information in her report.
- Congratulations to GFSS on successfully applying for a \$2500 Trees for Tomorrow grant

#### Meetings in April out of District for the Superintendent

- April 23 & April 24 Vacation days to take in provincial Credit Union meeting
- April 29 11:30 Selkirk College – Meeting re Teacher Education Program and formalizing working relationship between the four Kootenay Districts and Selkirk College

#### Next scheduled AO Meetings

- 4:00 pm Monday April 27 at the SBO (trustees please RSVP)

#### Projects

- Representing the District, I am a member of the City of Grand Forks Transition Steering Committee. The city has received a grant for this work and a consultant has been hired to prepare a report regarding economic development in the city. Subsequently, additional grant money has been received and this report will include the whole Boundary. The Steering Committee developed the RFP for the consultant and will be reviewing the draft report
- In addition, I represented the District in the Regional Collaboration meeting in Greenwood on March 4. This meeting was focusing on economic development in the Boundary. Municipal representatives were present along with a variety of Government agency reps and other interested parties.
- Staffing and budget issues are central to day-to-day work load along with the start of preparing the District Achievement Contract for 2009-2010.



**GFSS Involvement with Michael French's Movie – "Heart of a Dragon.**

Jan de Haan took up the invitation from Michael French to preview his movie on disabilities and send in comments. Here is an exchange of letters that took place.

Heart of A Dragon

Dear Mr. French,

I enjoyed watching Heart of a Dragon. I think that as a person in a wheelchair I understood some of the things Hansen went through more than other people. I really appreciated the way people with disabilities were represented in the film, and that it wasn't just about Rick Hansen – it was applied to disabled people as a whole. Often in movies, a person with a disability, whatever form that takes, is shown as almost less than human, or their disability is ignored. I felt the way that Heart of a Dragon portrayed disabled people was more accurate than most films. It took into account the fact that he was disabled and the fact that he continued to do things on his own. Personally, I find that some people see only my chair, some don't see it at all (it doesn't have an effect on their opinion of me), and a few see the chair as part of me but it is not the only thing they notice. I think the film was successful in showing others' perspectives of disability. The reporter thought Hansen was only looking for attention, and all the other characters had slightly different thoughts and feelings towards Rick. Disabled people often need help, and that fact does not demean them as human beings at all, which the movie strongly stated. As to Hansen being a hero, he did what people thought was impossible for the benefit of others, which fits my definition of a hero. Thank you very much for this opportunity, I hope my feedback is helpful.

Sincerely, Alden Logan

Hello Alden,

The test screenings for 'Heart of a Dragon' that began in Grand Forks in September, continued across the United States, Canada, China and into Australia. What we learned from and about our audiences in these screenings was important in determining how we ought proceed in the release of our the movie.

I'm writing to thank you for being a part of our first test audience and to echo the advice of your teacher Jan Dehaan, - 'what you think matters and what write, can impact people in ways you might never imagine.'

The mail you sent following the screening, impacted me and my

colleagues in ways you might never have imagined. We too have experienced disability and while those experiences may be different than yours; common to each of us, is the sense that disability does not limit our potential. Perhaps it is just that, hope, that defines our story.

Soon we will begin a series of sneak previews for the movie across Canada and the United States. And based on what you wrote, we think its important to include Grand Forks and you, in that preview schedule.

To be specific, we will run a sneak preview at the Gem Theater on Sunday April 26th at 3pm and donate all the proceeds in ticket sales from the screening to the Phoenix Foundation in your name. And while this donation requires nothing from you, the Foundation will seek your input on where best these funds could be used in support of people and programs that are important to the future of young people in Grand Forks.

So the next time Jan DeHaan tells you and your classmates, 'what you think and what you write really does matter', remember that your words to me traveled around the world and mattered to a lot of people.

My fellow producers, including Blaise Noto, Colette Gouin, Mark Gordon and David Foster have spent many years bringing this story to the screen. Each of them has read your mail and shares my admiration for your talent.

I will ask Mr. DeHaan to arrange a quick meeting, perhaps this weekend and introduce you to the Phoenix Foundation.

Best Regards,  
Michael

**SCHOOL DISTRICT NO. 51 (BOUNDARY)****P O L I C Y**

<b>SECTION</b>	<b>TITLE</b>	<b>NO. 1300</b>
<b>GOVERNANCE/COMMUNICATIONS</b>	<b><u>Corporate, Advertising, Canvassing</u></b>	

**DATE ADOPTED:** June 27, 2000

**DATE AMENDED:**

School/business relationships based on sound principles can contribute to high quality education. However, compulsory attendance confers on educators an obligation to protect the welfare of their students and the integrity of the learning environment. Therefore, when working together, schools and businesses must ensure that educational values are not distorted in the process. The Board expects that school/business relations will be conducted in an ethical manner in accordance with the following Principles and Regulations.

**PRINCIPLES**

1. Selling or providing access to a captive audience in the classroom for commercial purposes is exploitation and a violation of the public trust.
2. Since school property and time are publicly funded, selling or providing access to advertising on school property outside the classroom involves ethical and legal issues.
3. Curriculum and instruction are within the purview of educators.

**REGULATIONS**

1. A school will not be used to display, distribute, or otherwise advertize a product, service, or function on behalf of any person, business, or organization, unless all the following criteria are met and has been approved by the Superintendent of Schools:
  - a) The primary purpose is such that it contributes to the education programme;
  - b) The claims made in such materials are not false or misleading;
  - c) It does not imply endorsement by the school or school district;
  - d) The display of such material will not lead to the exploitation of the students through undue pressure and influence;

- e) The request(s) does not cause undue disruption of time or routine; and
  - f) It does not contain written or pictorial material whose purpose or image is inconsistent with the school district's mission statement.
  - g) Material must be secular.
2. Requests for distribution involving a number of schools or the entire District will be referred to the office of the Superintendent of Schools.
  3. Instructional materials furnished by private sources may be used if they match the B.C. curriculum and are approved by the Superintendent/
  4. Advertising in school or district publications or electronic media may be approved by the Superintendent
  5. Corporate involvement shall not require students to observe, listen to, or read commercial advertising.
  6. Corporate involvement must support the goals and objectives of the schools.
  7. Programs of corporate involvement must be structured to meet an identified educational need, not a commercial motive, and must be evaluated for educational effectiveness by the school/district on an ongoing basis.
  8. Schools and educators shall hold sponsored and donated materials to the same standard used for the selection and purchase of curriculum materials.
  9. Corporate involvement programs shall not limit the discretion of the schools and teachers in the use of sponsored materials.
  10. Sponsor recognition and corporate logos shall be for identification rather than commercial purposes.
  11. All corporate sponsorship and advertising relationships shall be confirmed by a written contract.

# SCHOOL DISTRICT NO. 51 (BOUNDARY)

## P O L I C Y

SECTION	TITLE	NO. 3020
EDUCATIONAL PROGRAMS/ SERVICES	<u>Copyright</u>	

**DATE ADOPTED:**

**DATE AMENDED:**

The Board of Education recognizes the existence of the Copyright Act (1988) which is designed to protect the rights of authors and producers of creative works including books, writings, musical works, sculptures, paintings, photographs, films, videos, dictionaries, encyclopedias, records, cassettes, tapes, disks and electronic databases. The Board further recognizes such works should not be copied without the permission of the copyright holder. The Board advises its employees to respect copyright provisions as they pertain to all aspects of printed materials, electronic media, electronic databases and computer software.

### REGULATIONS

#### 1.0 COPYRIGHT VIOLATIONS IN SCHOOLS

COPYRIGHT VIOLATIONS occur when copyrighted materials are used in the classroom or school without the permission of the copyright holders.

1.1 Making class sets of copyrighted materials.

1.2 Making copies of recordings.

1.3 Taping television programmes off the air and showing them to a class.

1.4 Showing a video from home or a video outlet to a class.

1.5 Making a slide from a photograph or art print, or using a recording background.

1.6 Changing the format of a purchased work. (16 mm to video tape.)

1.7 Making copies of commercial computer programme disks for use in school classrooms.

1.8 Other similar instances.

## 2.0 EMPLOYEE RESPONSIBILITIES

Employees should:

2.1 Use only those materials or resources covered by site licenses or the BC Schools CANCOPY.

2.2 Refrain from copying copyrighted materials without the permission of the copyright holder.

2.3 Inform students of copyright law when necessary.

2.4 Implement procedures to prevent theft and unauthorized copying.

## 3.0 ADMINISTRATOR AND SUPERVISOR RESPONSIBILITIES

Administrators and supervisors will:

3.1 Inform employees of copyright legislation and Board Policy.

3.2 Institute and monitor necessary site licenses from various reproduction rights agencies, including the BC Schools CANCOPY license.

3.3 Ensure that employees apply and adhere

To Board for Adoption Apr 14/09

SCHOOL DISTRICT NO. 51 (BOUNDARY)

POLICY

SECTION	TITLE	NO. 4010
HEALTH/SAFETY	<u>Request for Administration of Medication</u>	

DATE ADOPTED: January 13, 1998

DATE AMENDED:

Designated school staff shall administer medication to students in accordance with specific documented medical authorization, instructions and treatment procedures.

1. Designated school staff may administer medications to students for a potentially emergent situation only if the following conditions are met:
  - 1.1 the medication is required while the student is attending school;
  - 1.2 a parent has requested the school's assistance and has signed a release concerning administration of medication (refer to No. 2);
  - 1.3 the Administrative Officer and Public Health Nurse have been notified so that a school plan of action is developed;
  - 1.4 an employee designated to administer medication to a student has been given child-specific training by appropriate professional health care personnel, to the satisfaction of the employee and the health care professional and the parent or guardian;
  - 1.5 prescribed medication is to be kept in a central, easily accessible, unlocked cabinet with appropriate instructions;
  - 1.6 children at risk of anaphylaxis who have demonstrated maturity should carry one auto-injector with them at all times and have a back-up auto-injector at the school in the central location. For children who have not demonstrated maturity, their auto-injectors will be stored in the designated school location.
2. A "Request for Administration of Medication at School", forms MA01 and 02 must be completed by the parent giving all pertinent information concerning their child's medication, with the prescribing physician completing the appropriate section of this form (refer to 1.2).
3. The School Administrator, in cooperation with the Public Health Nurse/Doctor, will ensure a plan of action is developed for the care of the student.

4. The School Administrator shall ensure that:
  - 4.1 A master list of students who use medication(s) and school staff trained and authorized to administer medications is kept in a secure but accessible place in the school office;
  - 4.2 Copies of all forms returned by parents are attached to the students' permanent record file
5. School staff are not to administer non prescribed medication or provide any medical services other than first aid, to any student.
6. School staff supervising field trips must be aware of any students requiring medication during this period, including the reason for the medication, name of the medication, time(s) medication required and dosage; and shall ensure administration of medication and maintain a record of the administration.
7. At the beginning of each school year, the following text shall be communicated to all parents in a special letter;

Re: Treatment Of Students With Medical Problems

The School Administration is trying to maintain uniform, safe and efficient ways of dispensing medications at school. If your child requires medication at school and you have not completed the required form, "Request for Administration of Medication at School, (Form MA01) it is imperative that you do so. This form is available upon request from your child's school. The school cannot administer any medication unless this form is completed. Please have the form completed by the doctor prescribing the medication for your child, sign the form yourself and return it to the School Administrator as soon as possible.

To Board for Adoption April 14/09



# SCHOOL DISTRICT NO. 51 (BOUNDARY)

## REQUEST FOR ADMINISTRATION OF MEDICATION AT SCHOOL

STUDENT  
PHOTO

School staff will provide medication in emergent situations only. If your child has a medical condition which could quickly become life threatening (e.g. bee stings, food allergies) please complete this form at the beginning of each school year. School staff will not administer routine medication to students.

A. TO BE COMPLETED BY PARENT OR GUARDIAN		
Student Name		Birthdate (Y/M/D)
Parent or Guardian		Home Phone
		Business Phone
Physician		Phone
B. TO BE COMPLETED BY PRESCRIBING PHYSICIAN		
Name of Medication	Dosage	Directions for Use
1.		
2.		
3.		
4.		
Reason Required At School (List condition(s) which made medication necessary:		
Additional Comments (possible reactions, consequences of missing medication, side effects):		

MA02

**Note: Emergency medication for the treatment of anaphylaxis must be a single dose**

**auto-injector for school setting. Oral antihistamines will not be administered by school personnel for the treatment of anaphylaxis**

Details of medication storage:

Physician's Signature:

Date:

**C. TRAINING DOCUMENTATION**

Name	Date of Training	Trainer

**D. TO BE COMPLETED BY PARENT OR GUARDIAN**

I request the school to give medication as prescribed in the upper section of this form to my child whose name is recorded below:

Name of Child

I will notify the school promptly of any changes in medication ordered.

Signature of Parent

Date

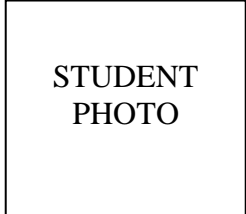
**F. EACH SCHOOL STAFF MEMBER WHO IS RESPONSIBLE FOR THE ADMINISTRATION OR SUPERVISION OF THE MEDICATION MUST REVIEW THE INFORMATION ON THIS FORM THEN DATE AND SIGN BELOW**

Date	Signature	Comments, if any



**SCHOOL DISTRICT NO. 51 (BOUNDARY)**

**MEDICAL ALERT SYSTEM**



Student Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Care Card No. \_\_\_\_\_

Parents' Names  
\_\_\_\_\_

Telephone: Home \_\_\_\_\_ Mum's Work \_\_\_\_\_ Dad's Work \_\_\_\_\_

Other: Name & Phone Number \_\_\_\_\_

Name of Physician \_\_\_\_\_ Phone Number \_\_\_\_\_

Indicate what medical condition this student has that may require emergency care at school.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe the potential problem (include symptoms that may be observed).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS FORM MUST BE COMPLETED AT THE START OF EACH SCHOOL YEAR**  
**Please check the signature/date at the end of this form to ensure it is current**  
**Destroy all outdated forms**

Describe the necessary action or intervention to appropriately treat this medical condition:

Step 1	
Step 2	
Step 3	
Step 4	
Step 5	

Is medication needed? (circle one)      YES      NO

If yes, what medication? \_\_\_\_\_

Where located? \_\_\_\_\_ Expiry Date \_\_\_\_\_

Parents must complete a **REQUEST FOR ADMINISTRATION OF MEDICATION FORM** which is also available from your school. Parents need to ensure that this medication does not go past its expiry date. It is the obligation of the parents to keep a current supply of any required medication at the school.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

NOTE: All school staff have received Anaphylaxis training.

**THIS FORM MUST BE COMPLETED AT THE START OF EACH SCHOOL**

To Board for Adoption Apr 14/09

# SCHOOL DISTRICT NO. 51 (BOUNDARY)

## P O L I C Y

SECTION	TITLE	NO.
GOVERNANCE/COMMUNICATIONS	<u>School Closure</u>	

DATE ADOPTED:

DATE AMENDED:

The Board of Education is responsible under the *School Act* for the effective and efficient operation of schools in the school district.

The Board may consider ~~has the authority to close~~ a schools for a variety of reasons, some of which include:

- a. declining student enrolment such that the school is no longer educationally, economically or operationally viable;
- b. restructuring of educational programs, consolidation of operations and relocation of students to other schools in the school district which results in the school being deemed surplus to the district's educational needs; or
- c. the school is being replaced on a new site with a newly constructed school.

The closure of schools has significant impact and therefore the Board will follow a process that provides adequate opportunity to consult with those who will be affected prior to any final decision being made.

## REGULATIONS

### 1. Process

- 1.1. A proposal decision to consider closure of one or more schools will be voted on at an open meeting of the board, of which parents, staff and the community have received at least two weeks notice including this agenda item.
- 1.2. A decision to consider a school closure will be followed by a public consultation period of at least 60 days undertaken by the Board and the Board will give fair consideration to public input prior to making a final decision on any proposed closure of a school. The purpose of the consultative process is to ensure that all points of view and viable options are considered. Fair consideration includes the concept that the proposal to close a school could be changed or reversed.

- 1.3. The final decision on a school closure will be voted on by giving first, second, third and final reading of a bylaw at one or more open Board meetings.

## 2. Public Consultation

- 2.1. The consultation process should provide an opportunity for those who will be affected by a proposed closure to participate in the process.

- 2.1.1. The time and place of public meetings should be appropriately advertised to ensure adequate advance notification to affected persons in the community. Fourteen (14) days advance notification shall be provided. Generally, this will mean a letter will be sent to homes of students in both the school being considered for closure and the school(s) receiving new students by student couriers and via Canada Post to students and parents of students currently attending the school, a letter mailed to parents, and a clearly visible A notice shall be placed in a local newspaper as well as notice to local governments and to all users of the school space who have ongoing written agreements of leases.

- 2.1.2. At least one (1) public meeting shall be located at the school designated for closure.

- 2.2. The Board should take the following steps to ensure that an open and meaningful public consultation has taken place:

- 2.2.1. Make available at a public meeting, a full disclosure of all facts and information considered by the school board with respect to any proposed school closure including:

- a. which specific school(s) are being considered for closure;
- b. the proposed effective date of the closure(s);
- c. reasons and implications for the proposed school closure
- d. how the proposed closure would affect the current catchment area for each school;
- e. the general effect on surrounding schools;
- f. the number of students who would be affected at both the closed school(s) and surrounding schools;
- g. consideration of future enrolment growth of persons of school age, of less than school age and adults;
- h. the effect of proposed closures on board-provided student transportation;
- i. educational program/course implications for the affected students;
- j. financial considerations;
- k. impact on the Board's five-year capital plan;
- l. possible alternative community use of all or part of the school;
- m. proposed use of the closed school(s) including potential lease or sale.

2.2.2 Provide an adequate opportunity (no less than 21 calendar days) for affected persons to submit a written response to any proposed school closure; information and directions on how to submit a written response to the Board shall be articulated. The information and directions should advise potential correspondents that their written response may be referred to at subsequent public forums respecting the closure, unless the correspondent specifically states in the written response that the correspondent wishes his or her name and address to remain confidential.

2.2.3 Hold a second public meeting to discuss the proposed closure, summarize written submissions, and listen to community concerns and proposed options.

2.2.4 Maintain records of all consultation, including: advertising, agenda, minutes, dates of consultations, working group and public community consultation meetings, copies of information provided at these meetings, names of trustees/district staff who attended these meetings, a record of individuals attending public community consultation meetings, a record of questions asked, and responses given and any other related correspondence to and from the Board.

2.2.5 The information gathered during the consultative process will be considered prior to making a final decision. The Board may vote to close the school, not to close the school, or on an alternate option, based on the results of the consultative process. Additional consultation may be undertaken if the recommendations on closure are substantially different from those originally proposed.

### 3. Notification to the Minister

3.1 If the Board decides to permanently close a school under Section 73 of the *School Act*, the Board must, without delay, provide the Minister with written notification of the decision containing the following information:

- a. the school's name
- b. the school's facility number
- c. the school's address, and
- d. the date on which the school will close

## SCHOOL DISTRICT NO. 51 (BOUNDARY)

### P O L I C Y

SECTION	TITLE	NO.
GOVERNANCE/COMMUNICATIONS	<u>School Closure</u>	

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- f. the number of students who would be affected at both the closed school(s) and surrounding schools;
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- j. financial considerations;
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  - d. the date on which the school will close

## OPERATIONS TRANSPORTATION REPORT

March 2009

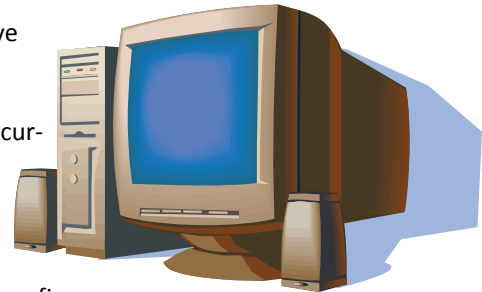
J. Hanlon, Secretary-Treasurer

### Technology

Over Spring Break the IT Department was extremely busy. I have included a list of some of the projects they tackled.

#### **BCSS:**

- All computers, at BCSS were reimaged to fix some of the recurring problems, except the office computer and Macs.
- All monitors in the IT lab were replaced with 19" LCD screens. Those removed will be used for spares at BCSS and GFSS.
- Both downstairs and upstairs labs were restocked to their pre-fire count. There are 24 student computers in each lab.



#### **GFSS:**

- All classroom and staff computers have been replaced. This update was also due to the fire last summer.
- The library lab has been restored to its pre-fire count and we have replaced the aging and broken computers in the DLC.
- We installed the safety software in the CAD lab. This is a challenging project and we still have some bugs to work out.

### Spring Break Projects

Some of the projects tackled during the March break were:

#### Hutton

- Hallway benches

#### CLES

- Painted the Family Centre

#### Board Office

- Gate for server room

#### Tech Centre

- Window covers installed

#### WBES

- Basement Storage
- Chlorinated the well



The schools are now using hydrogen peroxide as a disinfectant rather than bleach! A&G, the supplier, has provided some one-on-one training on the microfiber products.

We appreciate how hard the Maintenance and Custodial Teams work to keep our buildings running and our grounds in tip top shape.

### Budget 2009/2010

- worked on the Budget for 2009/2010. Finance Committee will be meeting April 21, 2009.

**School District No. 51 (Boundary)**  
**Enrolment**  
**March 31, 2009**

	<b>March 31, 2009</b>	<b>Sep 30, 2008</b>	<b>Increase (Decrease)</b>
GFSS	437.2500	463.1875	(25.9375)
Perley	253.0000	254.0000	(1.0000)
Hutton	217.0000	222.5000	(5.5000)
CLES	88.5000	88.5000	-
			-
BCSS	154.1250	149.5000	4.6250
MES	29.0000	31.0000	(2.0000)
GWD	42.0000	41.0000	1.0000
WBES	94.0000	94.5000	(0.5000)
BES	14.5000	12.5000	2.0000
Big White	26.0000	21.0000	5.0000
			-
Walker	30.3750	16.7500	13.6250
BLC	2.5000	5.0000	(2.5000)
<b>Total</b>	<b>1388.2500</b>	<b>1399.4375</b>	<b>-11.1875</b>

**HeadCount**

	<b>March 31, 2009</b>	<b>Sep 30, 2008</b>	<b>Increase (Decrease)</b>
GFSS	464.0000	484.0000	(20.0000)
Perley	273.0000	274.0000	(1.0000)
Hutton	229.0000	235.0000	(6.0000)
CLES	94.0000	94.0000	-
			-
BCSS	155.0000	152.0000	3.0000
MES	34.0000	35.0000	(1.0000)
GWD	42.0000	41.0000	1.0000
WBES	97.0000	98.0000	(1.0000)
BES	15.0000	13.0000	2.0000
Big White	26.0000	21.0000	5.0000
			-
Walker	37.0000	20.0000	17.0000
BLC	4.0000	5.0000	(1.0000)
<b>Total</b>	<b>1470.0000</b>	<b>1472.0000</b>	<b>-2.0000</b>

**School District No. 51 (Boundary)**  
**Enrolment**  
**March 31, 2009**

	<b>March 31, 2009</b>	<b>Feb. 13, 2009</b>	<b>Increase (Decrease)</b>
GFSS	437.2500	438.2500	(1.0000)
Perley	253.0000	251.0000	2.0000
Hutton	217.0000	218.0000	(1.0000)
CLES	88.5000	88.5000	-
			-
BCSS	154.1250	155.1250	(1.0000)
MES	29.0000	31.0000	(2.0000)
GWD	42.0000	42.0000	-
WBES	94.0000	95.0000	(1.0000)
BES	14.5000	13.5000	1.0000
Big White	26.0000	26.0000	-
			-
Walker	30.3750	30.8750	(0.5000)
BLC	2.5000	2.5000	-
<b>Total</b>	<b>1388.2500</b>	<b>1391.7500</b>	<b>-3.5000</b>

**HeadCount**

	<b>March 31, 2009</b>	<b>Feb 13, 2009</b>	<b>Increase (Decrease)</b>
GFSS	464.0000	465.0000	(1.0000)
Perley	273.0000	271.0000	2.0000
Hutton	229.0000	230.0000	(1.0000)
CLES	94.0000	94.0000	-
			-
BCSS	155.0000	156.0000	(1.0000)
MES	34.0000	36.0000	(2.0000)
GWD	42.0000	42.0000	-
WBES	97.0000	98.0000	(1.0000)
BES	15.0000	14.0000	1.0000
Big White	26.0000	26.0000	-
			-
Walker	37.0000	40.0000	(3.0000)
BLC	4.0000	4.0000	-
<b>Total</b>	<b>1470.0000</b>	<b>1476.0000</b>	<b>-6.0000</b>

UND : 0 General Operating

OB	TITLE	MAR	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
10	Principal & Vice Principal Sal	93,198.83	845,948.78		1,130,061	284,112	25
11	Teacher Salaries	642,960.49	4,476,134.31		6,398,987	1,922,853	30
12	Non-Teachers Salaries	252,369.21	2,151,153.83		3,191,285	1,040,131	33
13	Management Salaries	31,230.33	274,505.59		384,415	109,909	29
14	Substitute Salaries	41,509.19	339,544.78		481,811	142,266	30
19	Trustees Indemnity	5,901.46	53,113.14		70,817	17,704	25
21	Statutory Benifits	77,052.65	396,174.63		604,337	208,162	34
22	Pension Plans	112,218.47	880,006.09		1,285,041	405,035	32
23	Medical And Life Benifits	43,319.67	430,250.62		575,252	145,001	25
31	Consulting		14,128.53		101,150	87,021	86
32	Leases/Software/Hardware	4,813.67	106,859.78	6,623.39	179,250	65,767	37
33	Student Transportation	14,380.66	90,509.48		149,519	59,010	39
34	Training & Travel	20,790.83	230,325.23		331,813	101,488	31
36	Rentals & Leases		30,901.45		39,283	8,382	21
37	Dues And Fees	337.56	55,032.89		69,000	13,967	20
39	Insurance		50,320.45		57,900	7,580	13
42	Other Contracts	14,445.62	116,234.72		218,222	101,987	47
43	Telecommunications Services	4,683.37	52,359.97		76,865	24,505	32
44	Other Office Services	339.29	11,389.47		27,020	15,631	58
51	Supplies	36,299.20	575,429.41	18,002.64	961,668	368,236	38
52	Learning Resources	581.20	36,633.29	2,310.54	73,831	34,887	47
53	Library Books	617.24	15,401.99	1,336.38	35,398	18,660	53
54	Electricity	35,473.84	171,868.18		251,000	79,132	32
55	Heat	53,709.12	207,974.82		225,000	17,025	8
56	Water And Sewage	1,561.67	11,558.15		22,000	10,442	47
57	Garbage And Recycling	155.83	10,108.84		23,000	12,891	56
58	Furn. & Equipment Replacement	1,684.70	56,566.88	2,403.45	167,400	108,430	65
59	Computer Equipment Replacement	1,411.80	134,338.05		140,000	5,662	4
TOTAL FOR FUND - 0		1,491,045.90	11,824,773.35	30,676.40	17,271,325	5,415,875	31
GRAND TOTAL		1,491,045.90	11,824,773.35	30,676.40	17,271,325	5,415,875	31



## April 2009 Report

Director of Instruction  
Maxine Ruzicka

### Aboriginal Education

- Aboriginal Enhancement Agreement 3<sup>rd</sup> annual report process
  - April 3 – Talking Circle and lunch with Ab Ed staff and the Boundary Aboriginal community @ Glanville Centre – points to ponder include how to ‘teach’ or talk about Aboriginal culture with students
  - April 27 – Ab Ed report working session, 12 – 4pm, SBO
  - May 5, Ab Ed parent mtg, WBES, 6 pm
  - May 6, Ab Ed parent mtg, GFSS, 6 pm
- Aboriginal Network of Performance Based Schools: Boundary schools involved-reports with poster board results available in May

### Early Years Programs

- Boundary StrongStart Outreach formally announced
  - Outreach pilot begins April 2009 at Christina Lake, Midway, West Boundary and Beaverdell Elementary schools. Registration now available with sessions beginning before end of April in the school based Family Centres
  - Dr. D. A. Perley Elementary to begin in September – not formally announced
- Ready Set Learn pre Kindergarten school events completed
- Boundary Early Years Coalition mtg – May 19, 2 principals joining this Advisory
- Early Learning Framework/ROE debrief – mtg and Kindergarten teacher in-service planning in May

### Student Services/Special Education

- April 6– Special Education Audit training in Victoria-MOE no longer wants to see a parent signature on the IEP – want evidence of parents beings asked to consult about the IEP – such as a letter or memo with the invitation sent to a parent. (SD 51 IEP’s stood up well in the training process)
- April 15– Boundary Child and Youth Committee mtg at Beaverdell FC, 1-3 pm
- April 16, 17 BC CASE meeting in Vancouver
- April 20 - BCeSIS Individual Education Program & IEP in-service for special education teachers

- Walker Resource Program – presentation to the Board at April 14 meeting
- April 29 – Spectrum Solutions mtg in Nelson
- Walker adult program .25 staff increase (Bob Grieve) 17 adults plus wait list
- May 8 – POPARD and CUPE in-service for Teaching Assistants

### **Literacy and Learning**

- April 9 - – Boundary Adult Literacy mtg to determine who our adult learners are, needs, gaps and program availability & accessibility etc. – attended by reps. from SD 51, Selkirk College, Boundary Community Futures, and Local and Regional Community Literacy partners
  - April 15,16 - Rural Schools Steering committee mtg in Vancouver – planning for October provincial conference
  - May 1– Schnellert group follow-up session at GFSS – 25 staff involved.
  - TA/Student Support staff Appreciative Inquiry group to continue to identify ways to keep current with professional development and in-service.

### **Partnership Projects**

- April 7, 3 pm Safer Boundary Initiative –steering committee mtg @ Selkirk College
- April 8, 1 pm, City of Grand Forks Safety Focus Group mtg
- April 20 dinner, April 21, full day session with John McKnight – Building Community from the inside out –all trustees welcome – must register with Selkirk, \$25 fee for dinner and \$25 fee for full day session includes lunch
- Respectful Relationships –three year evaluation now underway.
- McCreary Foundation student survey released April 14 – results will be reviewed with the BC Safe School student survey data for 2008. We will also be sharing some or all of these results with Freedom Quest and with the Safer Boundary Initiative Steering Committee.