

REGULAR BOARD MEETING AGENDA

TUESDAY, JANUARY 24, 2017

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

1. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

2. **CALL TO ORDER AND INTRODUCTIONS**

3. **ADOPTION OF THE AGENDA**

Recommendation:

THAT the Board of Education of School District No. 69 (Qualicum) adopt the agenda as presented (*or...as amended*).

4. **APPROVAL OF THE CONSENT AGENDA**

- | | | |
|----|---|---------|
| a. | Approval of Regular Board Meeting Minutes: December 13, 2016 | p 1-8 |
| b. | Ratification of In Camera Board Meeting Minutes: December 13, 2016 | p 9 |
| c. | Final approval for an International Student Field Trip to Seattle, WA, from March 13-15, 2017 | p 10-14 |
| d. | Approval in Principle for Ballenas Secondary School Music Students Field Trip to Seattle, WA, from May 13-16, 2017 | p 15-18 |
| e. | Approval in Principal for Ballenas Secondary School Volunteer Student Field trip to Nicaragua from March 18-29, 2018. | p 19-23 |
| f. | Ministry News Releases | |
| | • Qualicum students tapped for career and skills-training development | p 24-25 |
| | • Looking for leaders: nominations open for BC Social Innovation Youth Awards | p 26-27 |
| | • BC Teachers' Council's annual report maps out progress being made | p 28-29 |
| | • Province provides \$46.7 million to school districts to support enrolment Increases | p 30-31 |
| | • New website connects international students with critical information | p 32-33 |
| | • BC students continue to excel and finish high school | p 34 |
| | • New Year will build on government's school construction success of 2016 | p 35-36 |
| | • Students to learn about Canada's past, help shape future with WE Schools partnership | p 37-38 |
| | • Province provides \$50 million for priority measures to hire teachers, Support students | p 39-40 |
| | • BC's new curriculum continues to drive positive changes | p 41-42 |
| | • BC students continue to crack the code in 2017 with new skills | p 43-44 |
| g. | Reports from Board Representatives to Outside Organizations | |
| | • Oceanside Building Learning Together Coalition – <i>Trustee Young</i> | p 45 |
| h. | Status of Action Items - January 2017 | p 46 |

Recommendation:

THAT the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of January 24, 2017, as presented (*or, as amended*).

- 5. **DELEGATIONS/PRESENTATIONS (10 MINUTES)**
- 6. **BUSINESS ARISING FROM THE MINUTES**
- 7. **TRUSTEE HIGHLIGHTS**
- 8. **MOUNT ARROWSMITH TEACHERS' ASSOCIATION**
- 9. **CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)**
- 10. **DISTRICT PARENTS ADVISORY COUNCIL**
- 11. **PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD (10 MINUTES)**
- 12. **ACTION ITEMS**

a. **Amended Annual Budget Bylaw 2016/17** (Ron Amos) p 47-65

Recommendations:

THAT the Board of Education of School District No. 69 (Qualicum) approve all three readings of the School District No. 69 (Qualicum) Amended Annual Budget Bylaw for the 2016/17 fiscal year at its Regular Board Meeting of January 24, 2017.

THAT the Board of Education of School District No. 69 (Qualicum) give first reading to adopt the School District No. 69 (Qualicum) Amended Annual Budget Bylaw in the amount of \$50,681,867 for the 2016/17 fiscal year.

THAT the Board of Education of School District No. 69 (Qualicum) give second reading to adopt the School District No. 69 (Qualicum) Amended Annual Budget Bylaw in the amount of \$50,681,867 for the 2016/17 fiscal year.

THAT the Board of Education of School District No. 69 (Qualicum) give third and final reading to adopt the School District No. 69 (Qualicum) Amended Annual Budget Bylaw in the amount of \$50,681,867 for the 2016/17 fiscal year.

b. **Strategic Planning** (Rollie Koop) p 66

Recommendations:

THAT the Board of Education of School District 69 (Qualicum) direct the Superintendent to design and carry-out a collaborative community-based strategic planning process to be completed during the 2017-18 school year with the resulting five year plan to be implemented during the 2018-19 school year; and,

THAT the District and Schools use the current Enhancing Student Learning Plan model for the 2016-2018 school years and then move into multi-year plans that will be informed by the new strategic plan which would come into play on July 1, 2018.

13. **INFORMATION ITEMS**

- a. **Educational Programs Update** (Gillian Wilson)
- b. **Education Planning Update** (Rollie Koop)
- c. **2016/17 Financial Report to December 31, 2016** (Ron Amos) p 67-68
- d. **2017/18 Preliminary Operating Budget Timelines** (Ron Amos) p 69
- e. **2017/18 School Calendar Update** (Gillian Wilson)

14. CORRESPONDENCE ATTACHED

- a. **Response from Minister of Education re: Request for By-Election** p 70
b. **Response from Minister of Education re: District Visit/Recommendations** p 71-72

15. POLICY*(Chair Flynn)*

- a. **Board Policy 7140: Reporting of Child Abuse and Neglect** p 73-78
Recommendation:
THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of Board Policy 7140: *Reporting of Child Abuse and Neglect* and its attendant Administrative Procedure, at its Regular Board Meeting of January 24, 2017; and,
THAT the Board of Education of School District No. 69 (Qualicum) approve renumbering of Board Policy 7140 to Board Policy 7015.
- b. **Administrative Procedure – Copyright** p 79
(previously Board Policy 5085)
Recommendation:
THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of the Administrative Procedure - *Copyright*, at its Regular Board Meeting of January 24, 2017.
- c. **Administrative Procedure – Fundraising in Schools** p 80
(previously Board Policy 5040)
Recommendation:
THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of the Administrative Procedure - *Fundraising in Schools*, at its Regular Board Meeting of January 24, 2017.
- d. **Administrative Procedure – Animals in Schools** p 81
(previously Board Policy 5060)
Recommendation:
THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of the Administrative Procedure - *Animals in Schools*, at its Regular Board Meeting of January 24, 2017.
- e. **Administrative Procedure – Physical and Health Education Curriculum Provisions for Alternate Delivery of Instruction** p 82
(previously Board Policy 5095)
Recommendation:
THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of the Administrative Procedure - *Physical and Health Education Curriculum Provisions for Alternate Delivery of Instruction*, at its Regular Board Meeting of January 24, 2017.
- f. **Administrative Procedure: Lasqueti Island Teacherage (Housing)** p 83
(previously Board Policy 4055)
Recommendation:
THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading to adopt the Administrative Procedure: *Lasqueti Island Teacherage (Housing)*, at its Regular Board Meeting of January 24, 2016.

g. Board Policy 5020: Field Experiences
(previously titled Co-Curricular and Extra Curricular Activities)

p 84-88

Recommendation:

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading of Board Policy 5020: *Field Experiences* and its attendant Administrative Procedure at its Regular Board Meeting of January 24, 2017.

h. Rescinding of Policies

Recommendation:

THAT the Board of Education of School District No. 69 (Qualicum) rescind the following Board Policies at its Regular Board Meeting of January 24, 2017:

- 4055: Teacherages (*now an administrative procedure*)
- 5004: Selection of Learning Resources
- 5025: Complaints on Instructional Materials
- 5026: Challenged Materials
- 5040: Fundraising in Schools (*now an administrative procedure*)
- 5055: Computer Technology
- 5057: Trustee Information and Communications Technology (*now in Trustee Handbook*)
- 5060: Animals in Schools (*now an administrative procedure*)
- 5065: Gifted Enriched Education
- 5076: Early French Immersion
- 5080: Integration of Special Needs Students
- 5085: Copyright
- 5090: Home Education
- 5095: Health Curriculum Component Provision for Alternate Delivery of Instruction (*now an administrative procedure*)

16. TRUSTEE ITEMS

17. NEW OR UNFINISHED BUSINESS

18. PUBLIC QUESTION PERIOD

19. ADJOURNMENT

School District No. 69 (Qualicum)



REGULAR BOARD MEETING MINUTES

TUESDAY, DECEMBER 13, 2016

7:00 PM

THE FORUM

PARKSVILLE CIVIC & TECHNOLOGY CENTRE

ATTENDEES

Trustees

Eve Flynn	Chairperson
Jacob Gair	Vice Chairperson
Julie Austin	Trustee
Barry Kurland	Trustee
Elaine Young	Trustee

Administration

Rollie Koop	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent
Ryan Hung	Assistant Secretary Treasurer
Chris Dempster	General Manager of Operations
Jane Reynolds	Vice-Principal (Ballenas Secondary) Qualicum District Principals & Vice Principals Association (QDPVPA)
Karin Hergt	Executive Assistant (Recording Secretary)

Education Partners

Mount Arrowsmith Teachers' Association (MATA)
District Parents Advisory Council (DPAC)

1. CALL TO ORDER

Chair Flynn called the meeting to order at 7:03 p.m.

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Flynn acknowledged that the Board was meeting on the traditional territory of the Coast Salish people and thanked the Qualicum and Nanoose First Nations for sharing their shared territories with the District.

3. ADOPTION OF THE AGENDA

16-133R

Moved Trustee Gair *Seconded* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) adopt the agenda as amended.

CARRIED UNANIMOUSLY

2. APPROVAL OF THE CONSENT AGENDA

- a. Adoption of Regular Board Meeting Minutes: November 22, 2016
- b. Ratification of In Camera Meeting Minutes: November 15, 2016
- c. Ratification of Special In Camera Meeting Minutes: November 22, 2016
- d. Final approval for an International Student Field Trip to the East Coast (Ottawa, Montreal, Toronto and New York) from March 12-23, 2017
- e. Approval in Principle for an International Student Field Trip to Seattle, WA from March 13-15, 2017
- f. Ministry of Education News Releases
 - Province expands investments in school district apprenticeship program
 - Teachers get extra year to test, refine new curriculum for grades 10 to 12
 - BC and Spain partner to support bilingual education
 - Session teaches BC teachers coding skills that will help students succeed
 - BC students are world leaders in reading, science and math
- g. Reports from Board Representatives to Outside Organizations
 - Indigenous Education Advisory Committee— *Trustee Young*
 - Curriculum Implementation Advisory Committee – *Trustee Gair*
- h. Status of Action Items - December 2016

16-134R

Moved Trustee Gair *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve the consent agenda items of the Regular Board Meeting of December 13, 2016, as presented.

CARRIED UNANIMOUSLY

5. DELEGATIONS AND PRESENTATIONS**a. FreshGrade/Scholantis Presentation**

Teachers Sarah Hung and Janice Proctor, provided an overview of the FreshGrade and Scholantis Programs which are being explored to share student learning with parents and to use as assessment for teachers. Students then shared portions of their on-line portfolios created in each of the programs.

6. BUSINESS ARISING FROM THE MINUTES

None

7. TRUSTEE HIGHLIGHTS**Trustee Austin**

- Congratulations to all the teachers, parents, staff, and students for their hard work in creating the many Christmas concerts/plays being presented in the District.

Trustee Young

- Acknowledged the variety of Christmas performances being presented by schools and thanked everyone for all the extra work they put in at this time of year. She encouraged people to attend at least one of the schools' performances.
- Congratulated Lasqueti Island on its' Community of the Year' award from Clean Energy BC (the province's private power industry association) for the False Bay School solar project.
- Announced that PASS/Woodwinds was having its Christmas luncheon on Wednesday, December 14th.
- False Bay School is presenting Annie on Thursday, December 15th.

Trustee Gair

- Expressed his regret on having to miss all of the Christmas performances due to his own school exams and papers to be written. He did have the opportunity to purchase the Christmas oranges to be delivered to District sites from the Board.

Trustee Kurland

- Stated that he was anticipating attending the Bowser Elementary School students' performance of *A Bowser Carol* on Thursday, December 15th.

Trustee Flynn

- Reported that parents were lined up 1.5 hours early for the Nanoose Bay Elementary student performance being held that evening.
- Advised that Nanoose Bay Elementary School offered an 8-week Exploratory/Discover Cooking class for the first time this term, which was held at Nanoose Place. The class took place during the senior's pickle ball league time and students decided to invite the players for a late lunch at the end of the 8-week program. The lunch was well-received by the players who will be presenting the students with a letter of thanks. This was a great opportunity for student connections with other community members for a full spectrum learning experience.

8. MOUNT ARROWSMITH TEACHERS' ASSOCIATION (MATA)

Norberta Heinrichs, President, commented on the following:

- Extended wishes to the Board for a restful, healthy and happy break.
- Acknowledged that teachers' work hard to bring celebratory experiences to the children in the school community, noting that it does add to their workload. She expressed wishes to her colleagues for a well-deserved break from the many initiatives in which they are involved throughout the school year.
- Expressed concern over the pace of implementing the revised curriculum, particularly in the area of assessment, and the pressure on teachers to use tools that have been supported by the district without a commitment of in-service.
- Referred to changes to the examination schedules in the secondary schools and requested that teachers be consulted and given opportunities to outline foreseeable issues and look at all available resources to support this change and mitigate the issues.
- Stated a desire for the return of the local teachers' collective agreement language restored by the Supreme Court of Canada and for senior administration to begin discussions to bring relevancy into the review of the restored language, to facilitate future discussions, and implementation plans.

9. CANADIAN UNION OF PUBLIC EMPLOYEES (LOCAL 3570)

No Report

10. DISTRICT PARENT ADVISORY COUNCIL (DPAC)

No Report

11. PUBLIC QUESTION (WRITTEN) AND COMMENT PERIOD

None

12. ACTION ITEMS**a. Meadowood Property Update**

Secretary Treasurer Amos referred to the briefing note provided in the agenda package regarding the process of disposing of property, which included the submissions received regarding suggestion for use of the property. He then asked the Board to confirm that the property is no longer required for future educational purposes, noting that the Board would first require Ministry approval in order to dispose of the property at which point the Board would decide whether or not to act pending that approval.

16-135R

Moved Trustee Kurland *Seconded* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) confirm that Lot A, Block 359, Newcastle District, Plan VIP73141 (known as the Meadowood/Galvin property) will not be required for future educational purposes by the Board of Education.

CARRIED UNANIMOUSLY

16-136R

Moved Trustee Young *Seconded* Trustee Gair

THAT the Board of Education of School District 69 (Qualicum) seek approval from the Ministry of Education to proceed with the disposition of Lot A, Block 359, Newcastle District, Plan VIP73141 (known as the Meadowood/Galvin property).

CARRIED UNANIMOUSLY

13. INFORMATION ITEMS**a. Educational Programs Update**

Assistant Superintendent Wilson reported on the following district initiatives and events:

- Appreciation for the presentation by Sarah Hung and Janice Proctor to share what communicating student learning will look like in the future.
- A meeting was held last week to create the policy and administrative procedure for communicating student learning and determine what the report card template needs to look like for this year. The District has chosen to create a ratified committee on evaluation and reporting and also give those who are not part of the committee the opportunity to provide input.
- One concern is to ensure student voice in core competencies. Those discussions are better housed at the school level to determine what conversations they are having with their staff
- High school staff are working on the drafts of their 10-12 exams schedule. She noted that exam week has also always included instructional time.
- Appreciation for all the work teachers, administrators and parents undertake to present all the events at schools at this time of year.
- Acknowledgement to the District Parent Advisory Council on hosting a presentation on Drug Education and Fentanyl.
- Paper Bag Project, a joint initiative involving the school district, Oceanside RCMP, ICBC, and BC Liquor Stores. Students in Grades 5, 6 and 7 have decorated paper liquor bottle bags with holiday-themed designs with 'anti-drinking and driving' or 'get-home safe' statements. Over 800 bags were decorated and will be used in local government liquor stores.

b. Education Planning Update

Superintendent Koop reported on the following:

- Work is being done in conjunction with the BC Public School Employers' Association (BCPSEA) to determine the process at the local level regarding the November 10th Supreme Court of Canada ruling. However, the message is clear that the provincial parties will continue their discussions and school districts should wait for instructions from BCPSEA or the Ministry of Education that come as a result of those discussions with the BC Teachers' Federation. It is anticipated that some direction will be provided by the end of the week as to how districts can move forward at the local level.
- School administrators have been involved in a number of learning opportunities and senior staff heard presentations from three administrators about their learning. The first presentation outlined ways our schools can be more inclusive and work with the most current and contemporary language in the area of sexual orientation and gender identity to ensure staff are communicating in ways that make sense with those they work with. The second presentation was about the use of technology to support the work of Violence Risk Threat Assessment Protocols in order to assess more clearly how critical a threat might be. Knowing the District's leaders of learners are also learning and leading others by sharing their learning is something the District needs to model and staff continue to work hard to ensure staff are doing the best with the knowledge they have.

14. CORRESPONDENCE ATTACHED

- a. Letter presented to Minister of Education on November 23
- b. Response from Minister re SD69 Recommendations to the Select Standing Committee on Finance and Government Services
- c. Letter to BC Liberal Party President of the Provincial Executive Board
- d. Letter to Minister Bernier requesting By-Election

15. POLICY

- a. **Board Policy 7001: *Student Discipline (previously Policy #7000)***

16-137R

Moved Trustee Flynn *Seconded* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of Board Policy 7001: *Student Discipline* and its attendant Administrative Procedure, at its Regular Board Meeting of December 13, 2016.

CARRIED UNANIMOUSLY

- b. **Board Policy 7165: *Substance Use (Students)***

16-138R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of Board Policy 7165: *Substance Use (Students)* and its attendant Administrative Procedure, at its Regular Board Meeting of December 13, 2016.

CARRIED UNANIMOUSLY

- c. **Board Policy 8007: *Towards a Scent Considerate School/Workplace Environment (Previously Titled: Use of Scented Products)***

16-139R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve third and final reading of Board Policy 8007: *Towards a Scent Considerate School/Workplace Environment* and its attendant Administrative Procedure, at its Regular Board Meeting of December 13, 2016.

CARRIED UNANIMOUSLY

d. Board Policy 7140: *Reporting of Child Abuse and Neglect*

16-140R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of Board Policy 7140: *Reporting of Child Abuse and Neglect* and its attendant Administrative Procedure, at its Regular Board Meeting of December 13, 2016.

CARRIED UNANIMOUSLY

e. Administrative Procedure – *Copyright*
(Previously Board Policy 5085)

16-141R

Moved Trustee Flynn *Seconded* Trustee Young

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure - *Copyright*, at its Regular Board Meeting of December 13, 2016.

CARRIED UNANIMOUSLY

f. Administrative Procedure – *Fundraising in Schools*
(Previously Board Policy 5040)

16-142R

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure - *Fundraising in Schools*, at its Regular Board Meeting of December 13, 2016.

CARRIED UNANIMOUSLY

g. Administrative Procedure – *Animals in Schools*
(Previously Board Policy 5060)

16-143R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure - *Animals in Schools*, at its Regular Board Meeting of December 13, 2016.

CARRIED UNANIMOUSLY

h. Administrative Procedure – *Physical and Health Education Curriculum Provisions for Alternate Delivery of Instruction*
(Previously Board Policy 5095)

16-144R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) approve second reading of the Administrative Procedure - *Physical and Health Education Curriculum Provisions for Alternate Delivery of Instruction*, at its Regular Board Meeting of December 13, 2016.

CARRIED UNANIMOUSLY

i. Board Policy 5010: Communicating Student Learning (*previously titled District Assessment*)

16-145R

Moved Trustee Flynn *Seconded* Trustee Kurland

THAT the Board of Education of School District No. 69 (Qualicum) approve first reading of Board Policy 5010: *Communicating Student Learning* and its attendant Administrative Procedure at its Regular Board Meeting of December 13, 2016.

CARRIED UNANIMOUSLY

Chair Flynn also served notice that she will be bringing the policy forward for second and third reading at the January 24th Regular Board Meeting to meet ministry deadline of January 31.

j. Rescinding of Policies

16-146R

Moved Trustee Flynn *Seconded* Trustee Austin

THAT the Board of Education of School District No. 69 (Qualicum) rescind the following Board Policies at its Regular Board Meeting of December 13, 2016:

- 7001: *Code of Conduct (Student)*
[Note: 7000 – *Student Discipline* has been renumbered as 7001]
- 7003: *Student Dress Code*
- 7020: *Bomb Threats*
- 7023: *Students Who May Pose Risk to Self or Others*
- 7024: *Supervision of Students*
- 7035: *Questioning of Students by Law Enforcement Authorities*
- 7040: *Student Locker Searches*
- 7162: *Violence-Intimidation Protection of Workers and Students*
- 7164: *Bullying-Intimidation, Discrimination and Harassment*
- 7166: *Multiculturalism*

CARRIED UNANIMOUSLY

k. Renumbering of Policies

16-147R

Moved Trustee Flynn *Seconded* Trustee Gair

THAT the Board of Education of School District No. 69 (Qualicum) renumber the following Board Policies and Administrative Procedures at its Regular Board Meeting of December 13, 2016:

CURRENT	NEW	
3030	3003	Framework for Enhancing Student Learning
3040	3004	School Closure, Consolidation or Reconfiguration
3040A	3004A	School Closure, Consolidation or Reconfiguration Administrative Procedure
4004	4002	Purchasing and Disposal of Supplies and Equipment
4004A	4002A	Purchasing and Disposal of Supplies and Equipment Administrative Procedure
4005	4003	New/Repurposed Facilities
4005A	4003A	New/Repurposed Facilities – Administrative Procedure
4014	4004	Video Monitoring
4014A	4004A	Video Monitoring – Administrative Procedure
4046	4005	Financial Reporting
4046A	4005A	Financial Reporting – Administrative Procedure
4055	4006	Teacherages
4090	4007	School Bus Disposal
4096	4008	School Generated Funds
4096A	4008A	School Generated Funds – Administrative Procedure
4100	4009	Sustainable Practices
4100A	4009A	Sustainable Practices – Administrative Procedure
7165	7002	Substance Use
7165A	7002A	Substance Use – Administrative Procedure
CARRIED UNANIMOUSLY		

16. TRUSTEE ITEMS

None

17. NEW OR UNFINISHED BUSINESS

None

18. PUBLIC QUESTION PERIOD

None

19. ADJOURNMENT

Trustee Gair moved to adjourn the meeting at 8:21 p.m.

CHAIRPERSON

SECRETARY TREASURER



SCHOOL DISTRICT No. 69 (QUALICUM)

IN-CAMERA MEETING

SECTION 72 REPORT
December 13, 2016

ATTENDEES:

Trustees

Eve Flynn	Chair
Jacob Gair	Vice-Chair
Julie Austin	Trustee
Barry Kurland	Trustee
Elaine Young	Trustee

Administration

Rollie Koop	Superintendent of Schools
Ron Amos	Secretary Treasurer
Gillian Wilson	Assistant Superintendent of Schools
JoAnne Shepherd	Director of Human Resources
Karin Hergt	Executive Assistant (Recording Secretary)

The Board of Education discussed the following matter(s):

- Land
- Labour Relations
- Legal

No motions were submitted for approval at this meeting.

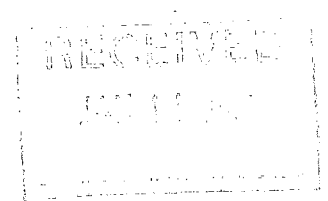
Chairperson

Secretary Treasurer



Qualicum
SCHOOL DISTRICT

School District No. 69 (Qualicum) Ross Pepper, District Principal Email rpepper@sd69.bc.ca www.schoolincanada.ca



January 10, 2017

Board of Education – School District # 69 (Qualicum)

This letter will stand as my approval for the field trip to Seattle, Washington planned by the International Student Program Activity Coordinator, Jenny Atkinson.

The trip to Seattle will be March 13-15, 2017 with 22 students and two International Student Program staff, with the possibility of 40 students and two International Student Program staff and two chaperones.

We would ask that the board grant final approval for this trip.

Respectfully,

Ross Pepper
District Principal

Cc: Gillian Wilson

RP/bb

International Student Program



School District No. 69 (Qualicum) Ross Pepper, District Principal Email rpepper@sd69.bc.ca www.schoolincanada.ca
Jan 10, 2017

School District 69
International Student Program

Fieldtrip Objectives: Seattle, March 13-15, 2017

At the end of the fieldtrip to Seattle, participating International Students will:

1. Have an understanding of the differences between Canadian and American culture.
2. Participate in sightseeing/educational activities which are unique to the Seattle area. These activities could include:
 - a. Experience Music Project
 - b. Seattle Space Needle
 - c. Seattle Underground Tour
 - d. Seattle Walking Tour
 - e. Seattle Bus Tour
3. Create a unique "bonding" experience for students. This fieldtrip comes near the end of the students stay in Canada and during the Spring Break. The travel and hotel experience allows for an exceptional final adventure.

Respectfully,



Ross Pepper
District Principal

Cc: Gillian Wilson

RP/bb



SCHOOL DISTRICT 69 (QUALICUM)
District Field Trip - Request Form

POLICY 5020
Co-Curricular & Extra Curricular Activities

SCHOOL Qualicum International Student Program DATE (of application) Jan, 10, 2017

DESCRIPTION OF PROPOSED ACTIVITY Trip to Seattle

DATE(S) OF PROPOSED ACTIVITY March 13-15, 2017

PURPOSE OF PROPOSED ACTIVITY Cultural Activity / Sightseeing

TEACHER(S) Jenny Atkinson (ISP), Sandie Wassbauer (ISP)

TOTAL NUMBER OF SUBSTITUTE DAYS REQUIRED n/a

OTHER ADULTS Rob Atkinson (if required), Bill Wassbauer (if req)

GRADE(S) 10-12

SUPERVISION: No. of Students 22/40 No. of Teachers 2 No. of EAs No. of Parents (2)

TRANSPORTATION school bus, ferry, coach

TRAVEL ITINERARY: (Include departure and return times; for extended trips, please attach details of each stop.) See Attached

PROJECTED COST 522.50 DIRECT COST PER STUDENT \$ 500.00

SOURCE(S) OF FUNDING student

ACCOMMODATION/MEALS (type of) Hotel / 2 dinners

INDICATE BELOW HOW SCHOOL BOARD POLICY 5020 WILL BE FOLLOWED WITH REGARD TO:

- (a) Parent Information/ Permission (example of distributed form attached)
(b) Volunteer Driver(s) form(s) (attached) - for use of non-School District owned vehicle(s)
(c) Students will not be excluded through inability to pay expenses
(d) Third Party Waiver, if applicable (form attached)

- NOTE: 1) Applications should be submitted well in advance, particularly for out-of-district or out-of-province trips, per Policy 5020 Regulation 4, 6, and 8.
2) Approvals in principle are to be requested for major and extended trips BEFORE expectations are raised among students.
3) Approvals are required as follows:
a) Minor field trips - one day -Principal
b) Major field trips - overnight or longer OR if substitute required -Superintendent or designate
c) Extended field trips - out-of-province/international -Board of Education
4) This form is NOT REQUIRED for regular inter-school competitions.

APPROVED BY PRINCIPAL: [Signature] DATE: Jan 10, 2017

THIS SECTION TO BE COMPLETED ONLY IF APPLICATION FALLS INTO CATEGORY 3 (b) or (c)

APPROVED BY: DATE:

OR: APPROVED BY THE BOARD OF EDUCATION AT THE MEETING OF: (date)

PER: Number of Substitute Days Hereby Authorized:

DISTRIBUTION: WHITE ORIGINAL -Superintendent's Copy
CANARY -Approval Copy, return to school
PINK -Substitute Report Copy, return to school
GOLDENROD -School Copy, retained in school

SEATTLE TOUR PROPOSAL
For: Qualicum School District #69
Update: November 30, 2016

Travel Dates: Monday, March 13, 2017 – Wednesday, March 15, 2017

Transportation: Mini-Coaches or Full-Size Coach

Price: The net non-commissionable price per person is \$500 based on a minimum 20-22 Students traveling on a mini coach or \$465 based on a minimum of 40 paying students up to a maximum of 50 paying students in a full size coach. This trip is GST exempt. All prices include the exchange rate, and quoted in CDN funds.

Price Includes:

- 2 nights hotel accommodation at the Warwick Hotel in Seattle, based on quad occupancy (4 people per room sharing 2 beds) for the students and double occupancy for the chaperones
- Deluxe coach transportation
- 1 experienced, friendly and fun Tour Guide
- Admission to Space Needle
- Admission to Seattle Underground Tour
- Ride the Ducks
- 2 hours of play at Gameworks & Pizza Dinner
- Group dinner at Old Spaghetti Factory
- 2 complimentary chaperone based on a mini coach or 4 complimentary chaperones based on a full sized coach
- Enroute entertainment, games and prizes
- All taxes

Tour Overview:

This Seattle 3 day tour is ideal for those that truly want to experience life in the United States! On this 3-Day tour, you will experience the best of a great American city, and of course shop till you drop at the Premium Outlet Malls. With accommodations at a hotel in downtown Seattle, activities and dinners and the services of a friendly Canadian Guide this package is the ultimate U.S. getaway.

Tour Itinerary:

Day 1: Tsawwassen to Seattle

- 9:45am – Meet your bus and tour guides at the Tsawwassen Ferry Terminal (Take the 7:45am ferry from Duke Point)
- Go through customs at the Canada/USA Border. All passengers must pay the \$6 USD processing fee and have their original passport
- Arrive at the Premium Outlets Stores for 2 hours of shopping and time for lunch (own expense)
- Depart for Seattle and check into your hotel (time permitting)
- Game Works is included this evening with 2 hours of game time and pizza dinner including potato chips and unlimited soft drinks.

Day 2: Seattle Activities

- 9:00am Depart for Pike Place Market this morning with your guide sightseeing tour of the city including the Piers, Pike Place Market, the First Starbucks and Gum Wall.
- You'll have time for lunch today at the Market (own expense)

- 1:30pm This afternoon check in for your Ride the Ducks tour of the city both on land and in water on this unique amphibian vehicle.
- 5:30pm – Group dinner at the Spaghetti Factory.
- 7:30pm – Tonight, admission to the Seattle Space Needle is included, see the sunset on the city and the city lights at night that seem to go for miles and miles.
- Option to see an IMAX movie at Seattle Centre later this evening.

Day 3: Seattle to Tsawwassen

- Check out and depart Seattle at 9:00am
- 10:00am This morning enjoy the guided Underground Tour (included)
- 12:00 noon – You'll have time after your tour to purchase a quick lunch from Pike Place Market.
- Last opportunity to explore the market, or pick up a last minute souvenir before departing for the journey home.
- 2:15pm Depart for the Border
- 5:15pm – Stop at the Duty Free Store before crossing the border. Please have all your receipts and passport/Visa ready to show officials. Time permitting stop for dinner enroute to the Ferry.
- 7:45 pm Drop off at the Tsawwassen Ferry Terminal for the 8:15pm return sailing for Duke Point



Please note the following:

- These are custom tours and can be adjusted to best fit the group's needs.
- Prices are subject to change until written confirmation is received
- Please note the number of guides supplied and chaperones, if you require additional chaperones to travel, additional charges may apply.

Overnight Tours

- A signed confirmation is required to hold the hotel rooms (*availability and prices are subject to change until a signed confirmation is received*)
- A deposit of 20% is required 31 days prior to the tour departure date (or fully payment through our online booking system)
- Full cancellation reimbursement 22-30 days before departure
- Full payment & rooming list is due 21 days prior to departure
- 50% penalty if cancelled 14-21 days prior to departure
- 75% penalty within 7-13 days
- 100% penalty if cancelled 7 days or less of departure date
- Emergency Cancellation Insurance is available at the time of booking and recommended to all passengers

AGREEMENT

I, _____, on behalf of _____ understand and agree to the

(Printed Name) (Company)

Group Reservations Terms and Conditions as outlined above.

Signature _____ Date Signed: _____



ÉCOLE SECONDAIRE BALLENAS SECONDARY SCHOOL

Box 1570, 135 N. Pym Rd
Parksville, BC V9P 2H4
Telephone: (250)248-5721 Fax: (250)954-1531

Rudy Terpstra
Principal

Kevin McKee
Vice-Principal

Jane Reynolds
Vice-Principal

Lesley LaCouvee
Acting Vice-Principal

December 8, 2016

School District 69 (Qualicum)
PO Box 430, 100 Jensen Avenue East
Parksville, BC V9P 2G5

Board of Education – School District 69 (Qualicum);

This letter will stand as my support for the Ballenas Secondary School Music Students Field Trip to Seattle on May 13-16, 2017. This trip has been planned by Mr. Rick Robson.

Students will be travelling with three chaperones (Mr. Robson and parents). Please see attached itinerary for details.

We would ask that the Board grant approval in principle for this trip.

Respectfully submitted,

Rudy Terpstra, Principal
Ecole Secondaire Ballenas Secondary School

ÉCOLE SECONDAIRE BALLENAS SECONDARY SCHOOL



Box 1570, 135 N. Pym
Parksville, B.C.
V9P 2H4

Telephone: (250) 248-5721
Fax: (250) 954-1531

November 22, 2016

To District 69 School trustees;

The Ballenas Secondary Music Department is seeking **approval in principle** for our trip to Seattle on **May 13-16, 2017**. It is four days and all interested Band and Choir students from grade 8-12 are eligible to participate.

The highlights include:

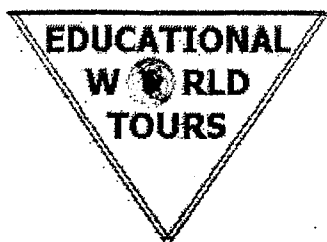
- Transportation by private charter bus (2 x 56 seater) for touring, transfers and sightseeing.
- Return ferry from between Duke Point and Tsawwassen for tour members.
- 3 nights accommodation.
- Concert band workshop by a local University clinician.
- Performances as per the suggested itinerary.
- Tickets to musical theatre production "An American in Paris"!
- A Mariners MLB game!
- Breakfasts included
- Dinners included
- Entrance to the EMP and Science Fiction Museums.
- Tour of the Boeing Factory.
- Underground Walking Tour.
- Entrance to the Space Needle.
- Full Medical insurance

We will provide participating students/families a series of fundraising opportunities to make the trip more affordable. The cost of the trip will be approximately \$700.00/student depending on the final number of participating students.

Thank you for your continued support of our Ballenas Music program initiatives.

Sincerely,

Rick Robson
Ballenas Music

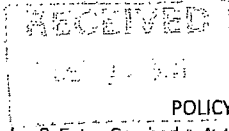

SUGGESTED ITINERARY PREPARED FOR:
**ECOLE SECONDAIRE BALLENAS
SECONDARY SCHOOL**
SEATTLE PERFORMANCE TOUR
MAY 13-16, 2017

Saturday 13	PARKSVILLE/SEATTLE Transfer from school to Duke Point ferry terminal by private charter bus (1 x 56 seater). Ferry from Duke Point to Tsawwassen for tour members. Drive from Tsawwassen to Seattle. The drive takes approx. 4 hours with border crossing, stops to purchase lunch and for bathroom breaks.. There will be time to purchase lunch at Haggen's in Burlington. Pizza dinner at your hotel. Evening entrance to the Space Needle. Accom: Moderate hotel accommodation near the Seattle Center (3 nights) Your hotel does not have a pool.
Sunday 14	SEATTLE Continental breakfast at your hotel. Morning concert band clinic with a local University Clinician. Time at Pike Street Markets to buy lunch. Afternoon performance at an elementary school. Entrance to the EMP Music Museum and the Science Fiction Museum. Dinner at a local restaurant. Tickets to an evening musical: "An American in Paris". Transfer back to your hotel by school bus.
Monday 15	SEATTLE Continental breakfast at your hotel. Performance at an elementary school. There will be time to purchase lunch at a Haggen's Store if convenient (there is one east and one south of Seattle but it depends where your performances are). Underground Walking Tour. Dinner at a local restaurant. There will be time free for shopping in downtown Seattle. Walk back to your hotel or catch the monorail back.
Tuesday 16	SEATTLE/PARKSVILLE Continental breakfast at your hotel. Tour of Boeing Factory. Purchase lunch at a local mall. Drive from Seattle to Tsawwassen Ferry from Tsawwassen to Duke Point for tour members Drive back to school.



SD69 QUALICUM

SCHOOL DISTRICT 69 (QUALICUM) District Field Trip - Request Form



POLICY 5020 Co-Curricular & Extra Curricular Activities

SCHOOL BAUENAS SEC. SCHOOL DATE (of application) Nov 22/16

DESCRIPTION OF PROPOSED ACTIVITY MUSIC TRIP TO SEATTLE

DATE(S) OF PROPOSED ACTIVITY MAY 13-16, 2017

PURPOSE OF PROPOSED ACTIVITY TO PROVIDE TRAVEL OPPORTUNITY FOR MUSIC STUDENTS TO SEATTLE CONCERT SERIES UNIV. CLINIC, NEW EXCITING EXPERIENCES!

TEACHER(S) RICK ROBSON

TOTAL NUMBER OF SUBSTITUTE DAYS REQUIRED 0

OTHER ADULTS FOUR CHAPERONES

GRADE(S) 8-12

SUPERVISION: No. of Students 50 No. of Teachers 1 No. of EAs No. of Parents 4

TRANSPORTATION WILSON'S TRANSPORTATION - 2 COACHES

TRAVEL ITINERARY: SEE ATTACHED

PROJECTED COST APPROX \$700 DIRECT COST PER STUDENT \$35.000

SOURCE(S) OF FUNDING FUNDRAISING, PARENTS

ACCOMMODATION/MEALS (type of) HOTEL - 3 NIGHTS

- INDICATE BELOW HOW SCHOOL BOARD POLICY 5020 WILL BE FOLLOWED WITH REGARD TO: (a) Parent Information/ Permission (example of distributed form attached) (b) Volunteer Driver(s) form(s) (attached) - for use of non-School District owned vehicle(s) (c) Students will not be excluded through inability to pay expenses (d) Third Party Waiver, if applicable (form attached)

- NOTE: 1) Applications should be submitted well in advance, particularly for out-of-district or out-of-province trips, per Policy 5020 Regulation 4, 6, and 8. 2) Approvals in principle are to be requested for major and extended trips BEFORE expectations are raised among students. 3) Approvals are required as follows: a) Minor field trips - one day -Principal b) Major field trips - overnight or longer OR if substitute required -Superintendent or designate c) Extended field trips - out-of-province/international -Board of Education 4) This form is NOT REQUIRED for regular inter-school competitions.

APPROVED BY PRINCIPAL: [Signature] DATE: Dec 9, 2016

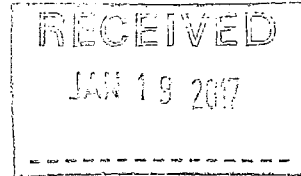
THIS SECTION TO BE COMPLETED ONLY IF APPLICATION FALLS INTO CATEGORY 3 (b) or (c)

APPROVED BY: (Superintendent of Schools or designate) DATE: OR: APPROVED BY THE BOARD OF EDUCATION AT THE MEETING OF: (date) PER: (Superintendent of Schools or designate) Number of Substitute Days Hereby Authorized:



ÉCOLE SECONDAIRE BALLENAS SECONDARY SCHOOL

Box 1570, 135 N. Pym Rd
Parksville, BC V9P 2H4
Telephone: (250)248-5721 Fax: (250)954-1531



Rudy Terpstra
Principal

Kevin McKee
Vice-Principal

Jane Reynolds
Vice-Principal

Lesley LaCouvee
Acting Vice-Principal

January 19, 2017

School District 69 (Qualicum)
PO Box 430, 100 Jensen Avenue East
Parksville, BC V9P 2G5

Board of Education – School District 69 (Qualicum);

This letter will stand as my support for the Ballenas Secondary School Field Trip to Nicaragua during Spring Break 2018 (March 18-29). This trip has been planned by Mr. Jon Preston.

Students (21) will be travelling with at least three chaperones (Mr. Preston, Ms. Hill and Mr. Terpstra). The group will be travelling to Monty's Beach Lodge operated by district teacher Don Montgomery where the students will volunteer with the people of Nicaragua. Please see attached Information and <http://montysbeachlodge.com/> for details.

We would ask that the Board grant approval in principle for this trip.

Respectfully submitted,

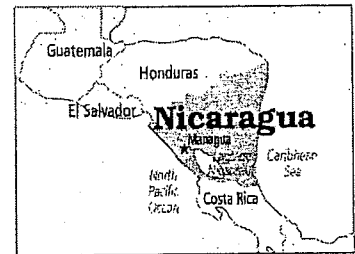
Rudy Terpstra, Principal
Ecole Secondaire Ballenas Secondary School

NICARAGUA 2018

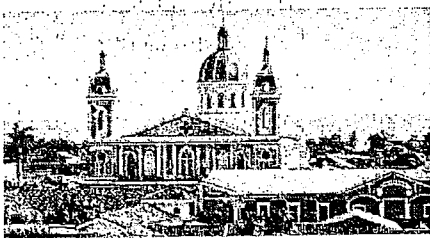
January 2017

The following is a proposal for students at École Ballenas Secondary School in Parksville, BC to attend a service trip, also known as voluntourism, in Jiquilillo, Nicaragua. I will endeavor to outline the specific objectives of this trip, before, during and after the excursion.

Nicaragua is a country that has undergone a great transformation in the last 30 years. While it is now politically stable and is enjoying continued economic growth, it nevertheless remains one of the poorest countries in the Western hemisphere. This is where Don Montgomery, a SD69 teacher, has founded Monty's Beach Lodge. (<http://montysbeachlodge.com/>) His goal was twofold : both to bring westerners to this beautiful, relatively undeveloped corner of Nicaragua, to allow them to assist with its development; also he wanted to uplift the people of Nicaragua through service projects and the economic benefit of serving the needs of our visit.



The goals of this trip are multiple. Most obvious is a better understanding of the challenges faced by developing nations. Economically, socially, politically and educationally, we in Canada enjoy advantages of which most of us are unaware. Visiting an area such as this brings awareness of their struggles and encourages us to engage in assistance programs to better the lives of the people with whom we engage during our stay in Nicaragua. Whether it is through assisting with housing and school development projects, environmental projects, teaching English to locals or other activities, our main goal will be to improve the lives of the people of Nicaragua.



In addition, we will also be enjoying some of the tropical activities that have attracted winter-weary Canadians to Nicaragua. Be it volcano hikes and the subsequent learning from that activity, sand boarding, surfing, paddle boarding, kayaking, horseback riding, bicycling, museum and other visits, our itinerary will afford us a good combination of service activities and fun activities.

Upon our return, we will need to follow up with our community and share with them what we have learned. Be that presentations within the school community, or sharing with our larger community in Parksville and the Island, we will demonstrate our increased understanding of Canada's role in global development through visits and presentations. It will all be on the test...

Thank you for considering this proposal.

Jon Preston

Contact Information :

Jon Preston, Teacher, École
Ballenas Secondary

jpreston@sd69.bc.ca;
250-248-5721

Rudy Terpstra, Principal,
École Ballenas Secondary

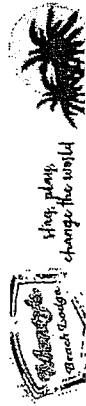
rterpstr@sd69.bc.ca;
250-248-5721

Don Montgomery,
Monty's Beach Lodge

monty@nicaraguasurfbeach.com

250-735-4263

For more information about
the destination, please visit
<http://montysbeachlodge.com/>



NICARAGUA 2018

Nicaragua is a country in
Central America, and the
destination for our Spring
Break 2018 trip. It is a
tropical paradise, but also
needs our help.

While Nicaragua is very safe,
it is also very poor, and Don
Montgomery has made it his
goal to improve the lives of
the people of Jiquillo, on the
central Pacific Coast. We will
contribute to the betterment
of this community, as well as
enjoying all the activities this
area has to offer. Whether it
is kayaking, surfing, paddle
boarding or volcano sand
boarding, you will thoroughly
enjoy your stay with us at
Monty's Beach Lodge.

Our Itinerary :

We will leave Canada on the
second day of Spring Break in
March of 2018.

This trip has a balance of
service and adventure. Some
of the activities you can
expect include :

- climbing volcanoes,
- visiting mud baths
- surfing
- dancing
- kayaking/paddle boarding
- horseback riding
- bicycling
- visiting the colonial city of Leon
- cultural tours
- museum visit



& also doing service work...

voluntourism!

- home building with locals
- painting a school
- teaching English at the Language
Centres
- learning Spanish from locals
- sponsoring a meal at the soup
kitchen in El Limonal
- releasing baby turtles
- beach clean-up
- preparing to build a home (actual
construction is done by locals with
local knowledge of materials and
construction, thus contributing to the
local economy and well-being of the
residents of the area)

Preliminary
Cost Estimate :

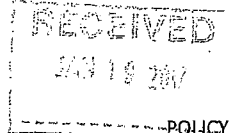
\$2800

Costing

Flights to Nicaragua	\$1000
Program Fees at Monty's	\$1450
Service Project Fee (fundraised)	\$ 150
Additional Insurance and Transportation, including ferry and bussing	<u>\$ 200</u>
	\$2800



SCHOOL DISTRICT 69 (QUALICUM) District Field Trip - Request Form



POLICY 5020 Co-Curricular & Extra Curricular Activities

SCHOOL ECOLE BAILENAS DATE (of application) JAN 19, 2017

DESCRIPTION OF PROPOSED ACTIVITY SERVICE TRIP TO NICARAGUA DURING SPRING BREAK 2018

DATE(S) OF PROPOSED ACTIVITY MARCH 18-29, 2018

PURPOSE OF PROPOSED ACTIVITY VOLUNTOURISM - DISCOVER THE HISTORY & CULTURE OF NICARAGUA, AND ASSIST THROUGH SERVICE PROJECTS

TEACHER(S) JOE PRESTO, ROY TERPSTRA, OLIVIA HUI

TOTAL NUMBER OF SUBSTITUTE DAYS REQUIRED 0

OTHER ADULTS _____

GRADE(S) 9-12

SUPERVISION: No. of Students 21 No. of Teachers 3 No. of EAs _____ No. of Parents _____

TRANSPORTATION FERRY, AIRPLANE, BUS

TRAVEL ITINERARY: (Include departure and return times; for extended trips, please attach details of each stop.)

DEPART ON EARLY FERRY TO VANCOUVER
TRANSIT TO YVR FOR FLIGHT
TO NICARAGUA + TRANSFER
TO JIQUILILO BY BUS.
INVERTED ITINERARY UPON RETURN

PROJECTED COST \$2800 DIRECT COST PER STUDENT \$2800

SOURCE(S) OF FUNDING VARIOUS EVENTS AND PRODUCT SALES

ACCOMMODATION/MEALS (type of) ALL INCLUSIVE AT MONTY'S LODGE

INDICATE BELOW HOW SCHOOL BOARD POLICY 5020 WILL BE FOLLOWED WITH REGARD TO:

- (a) Parent Information/ Permission (example of distributed form attached)
- (b) Volunteer Driver(s) form(s) (attached) - for use of non-School District owned vehicle(s)
- (c) Students will not be excluded through inability to pay expenses
- (d) Third Party Waiver, if applicable (form attached)

- NOTE: 1) Applications should be submitted well in advance, particularly for out-of-district or out-of-province trips, per Policy 5020 Regulation 4, 6, and 8.
2) Approvals in principle are to be requested for major and extended trips BEFORE expectations are raised among students.
3) Approvals are required as follows:
a) Minor field trips - one day -Principal
b) Major field trips - overnight or longer OR if substitute required -Superintendent or designate
c) Extended field trips - out-of-province/international -Board of Education
4) This form is NOT REQUIRED for regular Inter-school competitions.

APPROVED BY PRINCIPAL [Signature] DATE: Jan 19, 2017

THIS SECTION TO BE COMPLETED ONLY IF APPLICATION FALLS INTO CATEGORY 3 (b) or (c)

APPROVED BY: _____ DATE: _____
(Superintendent of Schools or designate)

OR:
APPROVED BY THE BOARD OF EDUCATION AT THE MEETING OF: _____
(date)

PER: _____ Number of Substitute Days Hereby Authorized: _____
(Superintendent of Schools or designate)



NEWS RELEASE

For Immediate Release
2016EDUC0294-002723
Dec. 16, 2016

Ministry of Education

Qualicum students tapped for career and skills-training development

PARKSVILLE – Students in the Qualicum School District are connecting with skills and technology training development thanks to a \$17,500 grant to the district from the Province’s Shoulder Tappers Program.

Parksville-Qualicum MLA Michelle Stilwell announced this today on behalf of Education Minister Mike Bernier. Students are receiving the supports, skills, and experiences they need for the jobs of tomorrow from the help of shoulder tappers—career co-ordinators and recruitment specialists.

These mentors are connecting students with innovative workshops and on-the-job opportunities in skilled-trades and technology careers, encouraging them with positive input and advice, and cultivating their passions.

All 33 districts that applied met the requirements and received the 2016/17 grant. Twelve districts receive funding for similar programs under the Northern Development Initiative Trust and a further eight receive funding from the ministry as part of the Northern Opportunities Partnership or the South Island Partnership.

The Shoulder Tappers Program supports B.C.’s Skills for Jobs Blueprint, which is re-engineering the province’s education and apprenticeship system so training dollars and programs are targeted to in-demand jobs. It also supports the #BCTECH Strategy—a key component of the BC Jobs Plan to support the growth of B.C.’s vibrant technology sector and strengthen British Columbia’s diverse innovation economy.

Quote:

Michelle Stilwell, MLA for Parksville-Qualicum –

“There is no greater gift we can offer young people today than insight into the workforce of tomorrow, which is exactly what the Shoulder Tappers Program does for our students.”

Learn More:

Explore B.C.’s new curriculum: <https://curriculum.gov.bc.ca>

Read the #BCTECH Strategy: <https://bctechstrategy.gov.bc.ca/>

Learn more about B.C.’s Skills for Jobs Blueprint: www.workbc.ca/skills

The B.C. government has launched a new parent-engagement process to better understand how parents want to be informed of their student’s success from kindergarten to Grade 9.

Participate in this process by visiting: <http://engage.gov.bc.ca/yourkidsprogress>

British Columbians can also join in an online discussion about rural education by visiting:
<http://engage.gov.bc.ca/ruraleducation>

Media Contact:

Government Communications and Public
Engagement
Ministry of Education
250 356-5963

Connect with the Province of B.C. at: www.gov.bc.ca/connect



NEWS RELEASE

For Immediate Release
2016SDSI0077-002783
Dec. 17, 2016

Ministry of Social Development and Social Innovation

Looking for leaders: nominations open for BC Social Innovation Youth Awards

VICTORIA – The Government of British Columbia, in partnership with RADIUS SFU, is honouring extraordinary B.C. youth with the 2017 BC Social Innovation Youth Awards.

Ten youth under 30 who have come up with innovative new ideas for improving social outcomes for others will receive \$1,000 each plus an invitation to attend and be recognized at the BC Summit on Social Innovation in Vancouver on Feb. 8, 2017.

Young British Columbians of all backgrounds, diversities and abilities and from all regions of the province are strongly encouraged to apply. Travel and accommodation for winners from outside the Lower Mainland will be covered to attend the summit. Individuals may nominate themselves or be nominated by a third-party individual or organization by Jan. 20, 2017. The nomination process will include a brief online written submission explaining the social innovation, why it is unique and how it affects others.

A diverse panel of social-innovation specialists will review and assess the submissions for various strengths, including innovation, creativity and a demonstrated impact of the social innovation. Finalists will be notified on Jan. 27 and the awards will be presented at the summit.

Social innovation is about finding new ways to address challenging and complex social problems. This includes issues like homelessness, unemployment, climate change and public health. A social innovation can be on any scale. Some have broad impacts. Imagine, for example, a youth who comes up with a low-cost technology that improves health care in rural or remote settings. Other social innovations may have smaller impacts, for example a high-school student who develops a unique anti-bullying campaign.

The BC Summit on Social Innovation will gather entrepreneurs, businesses, investors, universities and non-profit organizations to share ideas, success stories and engage in panel discussions on how to grow more successful partnerships across sectors.

RADIUS SFU is a social innovation lab and venture incubator based out of Simon Fraser University's Beedie School of Business. A place for Radical Doers, RADIUS develops the emerging leaders and solutions needed for a sustainable, just and healthy economy through four integrated program streams: RADIUS Ventures, RADIUS Lab, the RADIUS Fellowship, and SFU Social Innovation Programming.

For more details about the youth awards or to nominate an outstanding youth, visit:
www.radiussfu.com/bcyouthinnovationawards

Quotes:

Michelle Stilwell, Minister of Social Development and Social Innovation –

“B.C.’s youth are going to lead our province into the future. They are energized, engaged and full of bright, new ideas for tackling the social and environmental challenges that impact all British Columbians. I am proud to have our government support these awards and hope they inspire more young people to get involved in helping others.”

Shawn Smith, director of RADIUS SFU –

“RADIUS is proud to have worked with hundreds of social innovators in B.C., and thrilled to play a role in supporting these awards. While the challenges we face as a society can seem daunting, it is impossible to spend time with young leaders advancing new solutions without coming away inspired and full of hope. We’re confident those applying for this support will be no different.”

Quick Facts:

- Part of the Ministry of Social Development and Social Innovation’s mandate is to work with partners in the business and community sectors to support social innovation and enterprise in B.C.
- B.C. was the first jurisdiction in Canada to create the Community Contribution Company – a corporate entity recognized by people who want to use their purchasing dollars to support a positive social impact, and by investors who are interested in both a social and financial return.
- In 2014 the government provided \$184,000 to fund a University of British Columbia study on B.C.’s social venture sector. The study, released in 2015, found the sector has grown by 36% over the last five years with businesses seeing the highest rate of growth at 89%. The sector generates an estimated \$533 million annually and employs more than 12,700 people.
- As an active member of the BC Partners for Social Impact, government works with social innovation leaders in the public, private and non-profit sectors to promote and support social innovation and enterprise throughout the province.

Learn More:

For more details about the BC Social Innovation Youth Awards or to nominate an outstanding youth by Jan. 20, 2017, visit: www.radiussfu.com/bcyouthinnovationawards

Learn about the Ministry of Social Development and Social Innovation:
www.sdsi.gov.bc.ca/social-innovation/index.htm

Discover more about RADIUS SFU: www.radiussfu.com

Explore: www.hubcapbc.ca, B.C.’s online social-innovation tool to find resources, learn about new and ongoing social innovation projects, and connect with B.C.’s innovators, entrepreneurs, educators, funders, and public policy makers.



NEWS RELEASE

For Immediate Release
2016EDUC0309-002794
Dec. 19, 2016

Ministry of Education

B.C. Teachers' Council's annual report maps out progress being made

VANCOUVER – The British Columbia Teachers' Council's 2015-2016 annual report, released today by the Ministry of Education, highlights key progress by the organization in its work to review the education, competence and conduct standards for educators in B.C.'s K-12 system

The BCTC is in the process of revising the conduct and competence standards for educators. The report also highlights the start of BCTC's review of the certification standards – requirements to be met by applicants for a B.C. teaching certificate, and the B.C. teacher education programs approval standards – standards outlining how B.C. post-secondary institutions should be preparing future B.C. educators.

The BCTC's 2015-2016 annual report can be viewed on the ministry's Teacher Regulation Branch website at:

http://www.bcteacherregulation.ca/documents/FormsandPublications/AnnualMeetings/BCTC_annual_rpt_2015_2016.pdf

Quote:

Rebecca Blair, chair, British Columbia Teachers' Council –

“The BCTC represents a wide spectrum of education partners where members remove their organizational hats and work co-operatively on important educational issues. The main job of the BCTC is ensuring the excellence of B.C. teachers. Careful consideration is given to maintaining the necessary standards that ensure that our teachers continue to be of the very highest calibre. Our annual report shows the progress we have made, which I hope builds public confidence in the quality of student learning and safety in B.C.'s K-12 system.”

Quick Facts:

- Currently there are just over 71,000 B.C.-certified educators.
- On average, 1,800 graduates from B.C. teacher education programs are certified annually.
- The BCTC is mandated to establish/maintain three sets of standards for B.C. teachers:
 - Professional Standards
 - Certification Standards
 - Teacher Education Program Approval Standards
- Each set of standards is currently undergoing a review.
- The BCTC created an Interim Teacher Education Program Review Committee and an Interim Approval Process to review of incoming change requests from B.C. teacher education programs.
- “A New Teacher Survey” was distributed to 12,060 newly certified B.C. teachers to

understand how well-prepared new teachers are to teach in B.C.'s K-12 education system.

- A Trades Certificate was created to enable certain Red Seal/Certificate of Qualification trades professionals to teach in B.C.'s K-12 education system.

Learn More:

To learn about the British Columbia Teachers' Council and read its annual report, visit:
<http://www.bcteacherregulation.ca/AboutUs/Council.aspx>

To learn about the Teacher Regulation Branch, visit: <http://www.bcteacherregulation.ca/>

Media Contact:

Government Communications and Public
Engagement
Ministry of Education
250 356-5963

Connect with the Province of B.C. at: www.gov.bc.ca/connect



NEWS RELEASE

For Immediate Release
2016EDUC0313-002862
Dec. 21, 2016

Ministry of Education

Province provides \$46.7 million to school districts to support enrolment increases

VANCOUVER – Each and every one of British Columbia’s 5,676 new students will be funded, thanks to an extra \$46.7 million that will flow to school districts with increased enrolments this school year, Education Minister Mike Bernier announced today.

“B.C.’s strong economy is attracting families from other provinces and other countries– and this means new students in our school system after years of decline,” Bernier said. “Our strong economy also means we have the ability to make investments like today’s and make sure every single new student is fully funded.”

Forty-two of B.C.’s 60 school districts had enrolment increases this school year, while 18 saw declines. It’s important to note that in many districts, the number of students was stable with the changes being relatively small. For example, 14 districts had fluctuations of fewer than 25 students either way.

The districts with the highest growth in numbers of students were:

- Surrey (+993)
- Langley (+697)
- Abbotsford (+484)
- Sooke (+572)
- Comox (+427)

“The B.C. School Trustees Association is pleased with Minister Bernier’s confirmation that the Ministry of Education will be fully funding this year’s additional students, as previously indicated,” said Teresa Rezansoff, president of the B.C. School Trustees Association. “Likewise, the recognition of the need for predictable funding going forward will greatly assist boards with their upcoming 2017-2018 budget process.”

The funding boost maintains the provincial commitment to keep the average per-pupil rate the same as it was at the start of the school year, which helps districts with their financial planning. In fact, the record high average per-pupil rate will increase to \$8,969 for this school year.

The ministry is also providing funding protection to 17 districts with enrolment declines to help mitigate the impact of those changes.

School districts were informed of the funding in the updated Operating Grant Manuals released to them this week and published on the ministry’s website.

Quick Facts:

- In total there are 532,113 full-time equivalent students enrolled in B.C.'s public schools.
- In September 2016, there were 1,672 students with refugee backgrounds with 500 of those being newly identified refugees in the system in September 2016 – 330 are from Syria.
- Despite recent increases, enrolment in public schools is 55,000 students lower than it was in 2001 largely driven by declining birth rates.
- The total Ministry of Education budget is more than \$5.6 billion.

Learn More:

Enrolment by school district:

https://news.gov.bc.ca/files/Fall_2016_School_District_Enrolments.pdf

Updated 2016-17 Operating Grant Manuals: <http://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/k-12-funding-and-allocation/operating-grants/k12funding-16-17>

Media Contact:

Government Communications and Public
Engagement
Ministry of Education
250 356-5963

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NEWS RELEASE

For Immediate Release
2016EDUC0312-002860
Dec. 28, 2016

Ministry of Education

New website connects international students with critical information

VICTORIA – International students have a new one-stop shop for all the online information they need to consider coming to British Columbia for their high school education – and tips on how to make the most of the experience.

BCforHighSchool.gov.bc.ca is targeted at current and potential international students and their families so they can learn about:

- B.C.'s world-class education system, teachers and schools.
- How to enrol in a B.C. school and get a Canadian study permit.
- The diverse cultures, regions and communities of B.C.
- How to stay healthy and safe in B.C.
- Living with a homestay family.
- Post-secondary opportunities.

One of the highlights of the site is the collection of video testimonials from current and past international students speaking first-hand about their experiences in B.C. high schools. Topics range from teachers and classes, to extracurricular activities and homestay families.

Students from around the world choose B.C. for its world-class K-12 education system, welcoming and safe communities, and spectacular geography. With this new resource developed by the Ministry of Education and sector partners, government is taking steps to ensure international students are prepared and well-informed so they can get the most out of their time here, and contribute to their schools and communities.

View the website in English and Chinese today at BCforHighSchool.gov.bc.ca. Japanese, Korean and Spanish language versions will be launched in early 2017.

Quotes:

Mike Bernier, Minister of Education –

“International education is good for our economy, our communities and for our students who get to learn about other cultures and our global future first-hand. This new online resource will give international students the information and tools they need to decide to pursue their studies in B.C. – and to make sure they have a smooth transition into life here.”

Quick Facts:

- Government launched British Columbia's International Education Strategy in 2012 to promote the global two-way flow of students, educators and ideas between countries.

- International education is a rapidly growing sector and continues to have a significant impact on the economy and job creation.
- Each year, international students attending K-12 programs, post-secondary institutions, or registered private career training institutions, spend well over \$2 billion in B.C. on tuition, accommodation and other living expenses, arts and culture and recreation.
- This supports around 27,500 jobs and creates a positive economic effect on communities throughout the province.
- International students may also continue to contribute to the economy in B.C. long after they graduate, whether they decide to stay and work in their adoptive community, or pursue opportunities elsewhere in the province, utilizing their skills in the labour market.
- International education is one of the key sectors in Canada Starts Here: The BC Jobs Plan. The jobs plan recognizes the significant benefits that flow to the province from the global exchange of students, educators and ideas.

Learn More:

Visit the B.C. for High School website: <http://BCforHighSchool.gov.bc.ca>

Media Contact:

Government Communications and Public
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Ministry of Education
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NEWS RELEASE

For Immediate Release
2016EDUC0310-002851
Dec. 29, 2016

Ministry of Education

B.C. students continue to excel and finish high school

VICTORIA – More B.C. students are performing well and completing high school, as confirmed by three annual Ministry of Education reports released today.

The trio of annual reports look at graduation and completion rates, provincial exam results and Aboriginal student achievement across all B.C. schools.

The first report on graduation rates for 2015-16 shows that more students are graduating on time, with completion rates up almost two points from 2011-12. Eighty four percent of B.C. students are graduating, and more Aboriginal students and students with special needs are graduating now than ever before.

The second report on 2016 Provincial exam grades shows that all students in grades 10-12 continue to test well in courses with provincial exams. Two percent more students got a C+ or better on the English 10 exam this year than in 2011-12. In English 12, the number of students earning a C+ or better also increased by two points.

The third report shows that Aboriginal students are also finding greater success. The Aboriginal student completion rate has improved steadily over the past five years, and more than 85% of Aboriginal students received passing grades in all key grade 10-12 courses.

All reports are available online at: www.bced.gov.bc.ca/reporting/province.php

Quote:

Mike Bernier, Education Minister--

"I am proud B.C. students continue to succeed in many different areas. More students are passing key courses required for graduation, and more youth are walking across the graduation stage. Student success is at the centre of B.C.'s innovative education system. With our new curriculum, we are ensuring student success remains strong, providing them the tools they need to be successful in today's changing world."

A backgrounder follows.

Media Contact:

Government Communications and Public
Engagement
Ministry of Education
250 356-5963



NEWS RELEASE

For Immediate Release
2017EDUC0001-000007
Jan. 3, 2017

Ministry of Education

New Year will build on government's school construction success of 2016

VICTORIA – British Columbia finished 2016 with more than \$950 million worth of school construction projects underway – something the Province will be building on in 2017.

Budget 2016 provided a 16% increase in funding for building, upgrading and expanding schools. This funding is being used to strengthen B.C.'s education system and support student learning and success by investing in safe and secure schools.

Tackling increasing student enrolment in rapidly growing communities was a key focus in 2016. Work is underway to create more than 4,800 new student seats in Langley, Surrey and Coquitlam through the construction of new schools and classroom additions.

Government also made B.C.'s largest ever investment in a school with the \$106.5-million commitment to replace New Westminster Secondary school. This new home for the Hyacks will house 2,100 students when it opens in 2019.

Across the province, tremendous progress has been made upgrading and replacing seismic high-risk schools to improve student safety. To date, 160 projects have been completed under B.C.'s Seismic Mitigation Program. With 224 projects either completed or in progress, government is on track to complete the remaining 118 schools. In Vancouver alone, there are nine projects worth more than \$200 million currently underway.

The Campbell River School District had funding approved for its final high-risk mitigation project last year. When complete the district will be the 10th to have seismically replaced or upgraded all high-risk schools.

Government also invested \$65-million under the School Enhancement Program to extend the life of B.C. schools and ensure students have comfortable and up-to-date learning environments. There are currently 341 improvement projects underway, including flooring, roofing and plumbing upgrades.

Government is able to invest in new school construction, upgrades and seismic mitigation projects to support student learning and community growth thanks to the Province's fiscal discipline and strong economy.

Quote:

Mike Bernier, Minister of Education –

"We are able to make record investments in our schools thanks to our strong economy in B.C. With almost \$1-billion worth of new school construction, upgrades and expansion projects

complete or underway, we're ensuring students have the space they need to learn and succeed in 2017 and for many years to come."

Quick Facts:

- Since 2001, government has invested about \$4.5 billion for school capital projects, including:
 - 192 school additions completed;
 - 160 seismic high-risk school replacements or upgrades completed;
 - 123 new and replacement schools built;
 - almost 400 school enhancement projects completed;
 - 32 sites acquired; and
 - 30 school renovations.
- Budget 2016 provides \$1.7 billion over three years to replace aging facilities, build more student spaces in growing communities, and improve seismic safety.
- Government has set aside \$560 million over next three years to address high-risk seismic projects.
- Government has invested \$1.2 billion to complete 160 high-risk seismic projects under B.C.'s award-winning and globally recognized Seismic Mitigation Program launched in 2004.

Learn More:

Seismic Mitigation Program: <http://www2.gov.bc.ca/gov/seismic-mitigation-program>

New curriculum: <https://curriculum.gov.bc.ca/>

Capital Planning: <http://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/capital-planning>

For more information about capital investments in specific school districts, visit:
<http://www2.gov.bc.ca/gov/content/education-training/administration/kindergarten-to-grade-12/school-district-profiles>

A backgrounder follows.

Media Contact:

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Ministry of Education
250 356-5963

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NEWS RELEASE

For Immediate Release
2017EDUC0002-000010
Jan. 4, 2017

Ministry of Education

Students to learn about Canada's past, help shape future with WE Schools partnership

VICTORIA – B.C. students will have new tools to explore Canada's rich history and build on it with new education resources being offered through a partnership between WE and the Government of British Columbia to celebrate the 150th anniversary of Confederation.

The Ministry of Education is providing one-time funding of \$200,000 to the WE Schools program so B.C. students can access lesson plans and activities developed specifically for the Canada 150 celebrations.

The WE Schools curriculum, created as part of the organization's WE are Canada program, highlights the nation's past and inspires students to think ahead and contribute to the country's future in a meaningful way. Students will do this by learning about themes like diversity, inclusion, reconciliation, youth and the environment.

The WE are Canada WE Schools curriculum also encourages schools to host their own WE Day celebration event in 2017 to honour the country's past and celebrate its future. Over the next few months, planned leadership workshops and outreach activities will expand awareness and support of Canada 150 activities, including WE are Canada.

WE is a movement that brings people together and gives them the tools to change the world, and WE Schools prepares students for success in life. Through educational resources and service campaigns, students learn and develop the life skills for success.

Since 2010, the B.C. government has donated \$1.1 million to WE.

Quotes:

Mike Bernier, Minister of Education –

“Canada has a rich and proud history - and it's critical our students learn about all that's been done to build our nation. There is no time better than during our sesquicentennial to not only look to the past - but talk about our future. Our students are the leaders of tomorrow and it's our job to make sure they are ready. We're doing that with both our new curriculum and the WE are Canada program.”

Craig Kielburger, co-founder, WE –

“We are excited and honoured to partner with and have the support of British Columbia's government for our WE are Canada program. This landmark educational WE Schools curriculum will engage young people on issues affecting Canada and support them in discovering how they can take action. Together, we hope to inspire Canadians of all ages to make a difference and

help shape the future of their country.”

Learn More:

WE are Canada: www.WE.ca

Media Contact:

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Ministry of Education
250 356-5963

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NEWS RELEASE

For Immediate Release
2017EDUC0004-000015
Jan. 5, 2017

Ministry of Education

Province provides \$50 million for priority measures to hire teachers, support students

VICTORIA – B.C. students will soon benefit from an agreement reached with the BCTF to provide school districts with \$50 million to immediately begin hiring teachers and improve student supports, Education Minister Mike Bernier announced today.

The funding is for the 2016-17 school year and is equivalent to compensation for approximately 1,100 teachers. The actual number of teachers hired will be determined by districts, local unions, and the hiring process.

The priority measures, outlined in a Memorandum of Agreement (MOA) signed this week by the Province, the BC Public School Employers' Association and the BCTF, are the first step in responding to the decision from the Supreme Court of Canada as negotiations continue on the restored collective agreement provisions.

The funding will go towards:

- Hiring additional classroom teachers this school year where it is feasible to do so given current timetable, physical space and labour supply limitations.
- Hiring additional specialty teachers this school year where it is feasible to do so. This includes, but is not limited to, teachers employed as special education teachers, speech language pathologists, behaviour intervention specialists, school psychologists, Aboriginal support teachers, counsellors including for mental health, ELL teachers, and teacher librarians.
- Where it is not feasible to add additional teachers during the current school year, the funding may be used to fund district-level capacity building opportunities such as upgrading existing teacher qualifications during the 2016-17 year, teacher recruitment programs and teacher mentoring programs.

The priority measures MOA provides districts with the flexibility to work with their local teachers' union to determine how best to use the funding to provide additional education services for students by hiring new teachers and specialist teachers.

The parties agreed in the last round of bargaining that they would reopen the agreement and negotiate from the restored contract provisions. The parties continue to meet and jointly review the old contract language as well as current district-level information on classrooms and composition. These negotiations will determine how to modernize the language so it reflects changes to classrooms that have taken place over the past 15 years.

Both sides are working collaboratively to ensure that the final agreement on the restored provisions will have a meaningful impact on student outcomes and working conditions for teachers into the future. In the meantime, the action announced by the B.C. government today

is ensuring students benefit from enhanced learning environments now – while negotiations for a final agreement are underway.

The priority measures funding is in addition to the \$5.1 billion invested in public education in B.C. which includes \$100 million in the learning improvement fund that is already in place to help hire more teachers and education assistants.

Quote:

Mike Bernier, Minister of Education –

“We have to find a way that is both practical and appropriate for the education system we have today. This new funding will help to kick-start the changes we all know are required following the recent Supreme Court of Canada decision. While the positive negotiations continue, we’re going to keep focused on solutions that work for kids in their classrooms.”

Learn More:

View the Memorandum of Agreement:

http://www.bcpsea.bc.ca/publications/overview/whats-new/17-01-05/issue_No_2017-01_Parties_Reach_Priority_Measures_Memorandum_of_Agreement.aspx

Media Contact:

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NEWS RELEASE

For Immediate Release
2017EDUC0003-000014
Jan. 6, 2017

Ministry of Education

B.C.'s new curriculum continues to drive positive changes

VICTORIA – As students, parents and teachers settle back into their routines after the winter break, the Ministry of Education is reminding everyone of the Province's new curriculum, designed to set students up for success in today's changing world.

The ministry is now halfway through the three-year roll out of the redesigned curriculum, which has been fully implemented in every kindergarten-to-Grade 9 classroom since September 2016.

As the new curriculum continues to roll out, students will still learn the basic skills of reading, writing and math but now in a way that connects them to the collaboration, critical thinking and communication skills needed to succeed after high school.

Currently, teachers are trying out new draft curricula in grades 10 to 12 and offering their feedback. By the start of the 2018-19 school year, the 10-12 curriculum will be completely in place, creating a seamless path for students to university, college or trades training.

The 2018-19 school year also will see basic coding introduced as a mandatory piece of B.C.'s redesigned curriculum. This critical skill will be taught to every student by the end of Grade 9.

Coding is all about analyzing a problem, determining the steps to fix it, and then directing a machine to carry out those steps. Whether or not students pursue careers in the technology sector, these are vital critical-thinking skills for future success. That is why the B.C. government is investing \$6 million to train teachers in coding and the new curriculum and to purchase equipment for classrooms.

With the new curriculum, the way students are assessed – and how parents receive information on their child's progress – is adapting. Parents have until Feb. 28, 2017, to help shape what information they receive and how by giving their feedback online:

<http://engage.gov.bc.ca/yourkidsprogress>

The ministry also has a new plan for Foundational Skills Assessments (FSAs) and provincial exams. B.C. standards remain high, testing remains rigorous, and combined with in-class assignments and exams, student knowledge will be thoroughly tested.

Quote:

Mike Bernier, Education Minister –

“Our education system is one of the best in the world. Students are finding success, and we are building on that success with our new curriculum so kids are ready for the changing world. We

are half way through implementing our redesigned curriculum, so look forward to more exciting changes ahead. We are still working together with parents, teachers and the education sector to create a system that works for students now and into the future.”

Learn More:

Learn more about B.C.'s new curriculum: <https://curriculum.gov.bc.ca/>

More information on the new FSA: <https://curriculum.gov.bc.ca/assessment-reporting/new-foundation-skills-assessment>

Media Contact:

Government Communications and Public
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Ministry of Education
250 356-5963

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NEWS RELEASE

For Immediate Release
2017EDUC0007-000033
Jan. 8, 2017

Ministry of Education

B.C. students continue to crack the code in 2017 with new skills

VICTORIA – Students have returned to their classroom this past week to continue learning the skills they need to succeed in our changing world.

A growing number of them will be getting hands-on experience in coding as British Columbia moves toward having all students take a basic coding class starting in the 2018-19 school year.

Coding teaches students how to analyze a problem, determine the steps to fix that problem and then create directions so a machine can carry out those steps. Whether or not students pursue careers in the technology sector, these critical thinking skills are vital for future success.

The first step in helping teachers get ready to teach coding in classrooms kicked off this past fall and is continuing in the coming months. Teachers from each of B.C.'s 60 school districts are attending regional-training sessions on coding, hosted by coding-experts from Lighthouse Labs. These teachers will help train their colleagues on how to explore coding with kids.

Coding opens up many opportunities for students. Many teachers are already connecting students to coding skills in classrooms; students are building robotics and drones, creating websites and developing apps.

West Vancouver Secondary school students enrolled in the Mechatronics Academy are participating in robotic challenges around North America. These students participate in fun competitions flying drones through student-built obstacles, and they are trying to find a way to fly student-attendance lists from their classrooms to the main office using drones.

Recently, students at an Aboriginal Choice school in Prince George used coding to represent their names and created traditional bead necklaces that featured their coded names. Teachers in the Prince George area are also thinking outside of the box by creating reading materials and games to teach coding without the use of computers.

Teachers and students in Trail make weekly visits to a local research and digital fabrication training facility, MIDAS LAB, to learn about coding. At the lab, students can use digital 3-D printers, laser cutters and other state-of-the-art digital tools. Teachers regularly visit the facility and meet with instructors to find exciting ways to teach the new curriculum.

Teaching students coding supports the #BCTECH Strategy, a key component of the BC Jobs Plan to support the growth of the province's vibrant technology sector and strengthen British Columbia's diverse knowledge-based economy.

Quote:

Mike Bernier, Minister of Education–

“B.C. students are doing amazing things with coding throughout the province– and we’re going to make sure it’s something every student experiences by the end of Grade 9. We have revamped our curriculum top to bottom and added coding to it – so students will have the skills they need to fill upcoming jobs in demand and succeed in our changing world.”

Quick Facts:

- The first two teacher-training sessions were held in late 2016 in Vancouver and Chilliwack.
- Training sessions will also be held in the coming months in Kelowna, Victoria, Trail and Prince George.
- Followup training sessions will be available in the spring.

Learn More:

Explore B.C.’s new curriculum: <https://curriculum.gov.bc.ca>

For more information on the #BCTECH Strategy, visit: <http://bctechstrategy.gov.bc.ca/>

The B.C. government has launched a new parent engagement process to better understand how parents want to be informed of their student’s success from kindergarten to Grade 9. Participate in this process by visiting: <http://engage.gov.bc.ca/yourkidsprogress>

Lighthouse Labs: <https://lighthouselabs.ca/>

Media Contact:

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SD69 QUALICUM

Board and Trustee Representative Committee Report

Trustee Representative: R. Elaine Young/Eve Flynn

Committee Name: Building Learning Together Coalition

Meeting Location: Family Place

Meeting Time: January 5, 2017

The Oceanside Building Learning Together (OBLT) is our early learners program, which is operated as a non-profit society. The Coalition includes community groups, government and others who are interested in early learning in District 69. OBLT operates Munchkinlands at Qualicum Commons and Family Place as well as Storybook Village.

The Heart-Mind Interest Group emerged from the OBLT Coalition and is dedicated to operationalizing Heart-Mind Principles into the Oceanside Community. Membership is fluid and open.

Upcoming OBLT Events:

- It Takes a Village - January 17 at the Quality Resort Bayside – Volunteer Recognition Event
- Saturday Breakfast Club – Volunteers needed January 28, February 4, 11, 18 and 25 and March 4
Seeing around 20 parents who are grateful as they can't be there on weekdays
- \$10 a day childcare initiative rescheduled to February 27th at the Town of Qualicum Beach Council Meeting – Please attend and show your support if you can.
- Heart/Mind Interest Group January 18 at 2:00 PM
- Conversation Café – Live survey re: Community Literacy. By invitation so that a cross section of population is surveyed. January 27 from 5:00 to 7:00. Volunteers needed to help.

Presentation of the Island Health Slide re: child poverty and vulnerabilities – We would like a deeper and more specific analysis (Slides to follow). Judi will contact Human Early Learning Project (HELP).

Early Years Strategic Planning is continuing. Surveys being tested and planning session to be held. Discussion re: Goals – Need more information re: impact of Child Poverty.

Agency Updates:

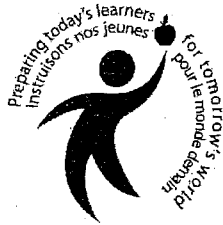
- OBLT Society – WOW bus still requires support and updating re: new Society Act
- SOS – Programs are full and waiting lists are established
- RDN – time to register for spring break camps. Winter was very busy.
- VIRL – Starting full schedule and hosting Dad's Night Out
- FRA (Family Resources Association) – Starting discussions re: kindergarten transition Occupational Therapy Preschool and Speech Language support ongoing.
- ACRA – Family Day February 13 at Coombs Fairgrounds – Food skills for families (6 week program Starting February 22
- SD69 – Budget process starting
- Nanoose Place – Elf Project distributed hampers to benefit over 200 people

Next meeting February 2nd at noon at Family Place.

SCHOOL DISTRICT 69 (QUALICUM)

STATUS OF ACTION ITEMS

Action Item	Responsibility	Status	Proposed Deadline
Establishment of Performance Assessment Committee (June 24, 2014)	Senior Staff	In abeyance pending Ministry of Education's review of assessment, evaluation and reporting	In abeyance



SD69 QUALICUM

Ron Amos
Secretary-Treasurer

Memo

Date: January 24, 2017
To: Board of Education
cc: Rollie Koop, Superintendent
From: Ron Amos, Secretary Treasurer
Re: 2016/17 Amended Annual Budget

Background:

Pursuant to section 156 of the School Act, Boards of Education are required to prepare and submit budgets to the Minister, in the form, with the information and at the time required by the Minister. The Minister is requiring Amended Annual Budgets to be prepared, adopted by bylaw and submitted by February 28, 2017.

This amended budget now reflects new revenues and expenditures that were not known when the annual budget was prepared and submitted last spring.

Of note in Ministry of Education grants, our recalculated Operating grant is up by 582,568 due to enrolment and unique student needs, and we are now including the Transportation Supplement grant and the return of Administrative saving, 426,341 and 197,263 respectively.

Other revenue items include additional offshore tuitions, due to increased enrolment and the reduction in miscellaneous revenue due to the waiving of bus fees for eligible riders.

On the expenditure side, within salaries and benefits, the budget has been recast to update the data with current year staff assignments, included in this are adjustments for known increases in average salary costs and benefits.

Other expenditure adjustments include additions for the homestay fees for the increased enrolment, the inclusion of the Next Generation Network costs and costs associated with new regulations regarding reporting of asbestos and water testing for lead.

Also worthy of note is that this amended budget is balanced, in that there is no need to borrow from the Operating surplus to balance the budget.

	2017 Amended Annual Budget	2017 Annual Budget
Operating - Total Expense	44,557,858	43,469,807
Operating - Capital Assets Purchased	336,296	368,550
Special Purpose Funds -Total of all	2,966,606	2,888,936
Capital - Amortization plus AFG capital	2,821,107	2,430,260
Total Budget Bylaw Amount (from Statement 2)	<u>50,681,867</u>	<u>49,157,553</u>

Amended Annual Budget

School District No. 69 (Qualicum)

June 30, 2017

School District No. 69 (Qualicum)

June 30, 2017

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 69 (QUALICUM) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2016/2017 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. 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. 69 (Qualicum) Amended Annual Budget Bylaw for fiscal year 2016/2017.
- 3. The attached Statement 2 showing the estimated revenue and expense for the 2016/2017 fiscal year and the total budget bylaw amount of \$50,681,867 for the 2016/2017 fiscal year was prepared in accordance with the *Act*.
- 4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2016/2017.

READ A FIRST TIME THE _____ DAY OF _____, 2017;

READ A SECOND TIME THE _____ DAY OF _____, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2017;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 69 (Qualicum) Amended Annual Budget Bylaw 2016/2017, adopted by the Board the _____ DAY OF _____, 2017.

Secretary Treasurer

School District No. 69 (Qualicum)

Statement 2

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	4,152,813	4,126,125
Adult	13,125	10,000
Total Ministry Operating Grant Funded FTE's	4,165,938	4,136,125
Revenues	\$	\$
Provincial Grants		
Ministry of Education	42,556,564	41,037,722
Other	101,450	101,450
Tuition	3,500,000	3,200,000
Other Revenue	1,485,000	1,475,000
Rentals and Leases	450,000	450,000
Investment Income	125,000	125,000
Amortization of Deferred Capital Revenue	2,168,494	2,103,955
Total Revenue	50,386,508	48,493,127
Expenses		
Instruction	39,168,494	38,289,897
District Administration	1,837,756	1,803,510
Operations and Maintenance	7,486,296	7,080,511
Transportation and Housing	1,851,401	1,615,085
Debt Services	1,624	
Total Expense	50,345,571	48,789,003
Net Revenue (Expense)	40,937	(295,876)
Budgeted Allocation (Retirement) of Surplus (Deficit)		338,121
Budgeted Surplus (Deficit), for the year	40,937	42,245
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	40,937	42,245
Budgeted Surplus (Deficit), for the year	40,937	42,245

School District No. 69 (Qualicum)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	44,557,858	43,469,807
Operating - Tangible Capital Assets Purchased	336,296	368,550
Special Purpose Funds - Total Expense	2,966,606	2,888,936
Capital Fund - Total Expense	2,821,107	2,430,260
Total Budget Bylaw Amount	<u>50,681,867</u>	<u>49,157,553</u>

Approved by the Board

DRAFT

Signature of the Chairperson of the Board of Education _____ Date Signed _____

Signature of the Superintendent _____ Date Signed _____

Signature of the Secretary Treasurer _____ Date Signed _____

School District No. 69 (Qualicum)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>40,937</u>	<u>(295,876)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(336,296)	(368,550)
From Deferred Capital Revenue	(755,111)	(755,111)
Total Acquisition of Tangible Capital Assets	<u>(1,091,407)</u>	<u>(1,123,661)</u>
Amortization of Tangible Capital Assets	<u>2,494,483</u>	<u>2,430,260</u>
Total Effect of change in Tangible Capital Assets	<u>1,403,076</u>	<u>1,306,599</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u>1,444,013</u>	<u>1,010,723</u>

School District No. 69 (Qualicum)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
 Year Ended June 30, 2017

	Operating Fund	Special Purpose Fund	Capital Fund	2017 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year				-
Changes for the year				
Net Revenue (Expense) for the year	368,550		(327,613)	40,937
Interfund Transfers				
Tangible Capital Assets Purchased	(336,296)		336,296	-
Other	(32,254)		32,254	-
Net Changes for the year	-	-	40,937	40,937
Budgeted Accumulated Surplus (Deficit), end of year	-	-	40,937	40,937

School District No. 69 (Qualicum)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	40,614,958	39,448,786
Other	101,450	101,450
Tuition	3,500,000	3,200,000
Other Revenue	135,000	175,000
Rentals and Leases	450,000	450,000
Investment Income	125,000	125,000
Total Revenue	44,926,408	43,500,236
Expenses		
Instruction	36,418,203	35,617,276
District Administration	1,837,756	1,803,510
Operations and Maintenance	4,645,498	4,433,936
Transportation and Housing	1,656,401	1,615,085
Total Expense	44,557,858	43,469,807
Net Revenue (Expense)	368,550	30,429
Budgeted Prior Year Surplus Appropriation		338,121
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(336,296)	(368,550)
Other	(32,254)	
Total Net Transfers	(368,550)	(368,550)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 69 (Qualicum)

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	38,995,178	38,312,506
Other Ministry of Education Grants		
Pay Equity	936,176	936,176
Transportation Supplemental	426,341	
Return of Administrative Savings	197,263	
Additional Supplement Distribution		100,104
Miscellaneous	60,000	100,000
Total Provincial Grants - Ministry of Education	<u>40,614,958</u>	<u>39,448,786</u>
Provincial Grants - Other	<u>101,450</u>	<u>101,450</u>
Tuition		
International and Out of Province Students	3,500,000	3,200,000
Total Tuition	<u>3,500,000</u>	<u>3,200,000</u>
Other Revenues		
Miscellaneous		
Transportation Revenue	121,000	161,000
Miscellaneous	10,000	10,000
P-Card Rebate	4,000	4,000
Total Other Revenue	<u>135,000</u>	<u>175,000</u>
Rentals and Leases	<u>450,000</u>	<u>450,000</u>
Investment Income	<u>125,000</u>	<u>125,000</u>
Total Operating Revenue	<u><u>44,926,408</u></u>	<u><u>43,500,236</u></u>

School District No. 69 (Qualicum)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Source
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Salaries		
Teachers	17,667,238	17,518,412
Principals and Vice Principals	2,599,983	2,511,273
Educational Assistants	3,228,237	3,182,805
Support Staff	4,448,981	4,425,267
Other Professionals	1,283,347	1,222,636
Substitutes	1,242,713	1,212,433
Total Salaries	30,470,499	30,072,826
Employee Benefits	8,152,811	7,926,835
Total Salaries and Benefits	38,623,310	37,999,661
Services and Supplies		
Services	2,594,558	2,130,156
Student Transportation	1,000	1,000
Professional Development and Travel	427,338	427,338
Rentals and Leases	5,000	5,000
Dues and Fees	50,450	50,450
Insurance	174,000	174,000
Interest	-	-
Supplies	1,690,702	1,690,702
Utilities	991,500	991,500
Total Services and Supplies	5,934,548	5,470,146
Total Operating Expense	44,557,858	43,469,807

School District No. 69 (Qualicum)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2017

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	14,454,099	530,308		10,866		874,767	15,870,040
1.03 Career Programs	179,341			38,811			218,152
1.07 Library Services	396,882			225,624			622,506
1.08 Counselling	401,993	50,441					452,434
1.10 Special Education	1,762,782	133,005	3,013,270	41,080		167,418	5,117,555
1.30 English Language Learning	141,215						141,215
1.31 Aboriginal Education	34,211	104,700	214,967	6,849		22,863	360,727
1.41 School Administration		1,563,929		970,290			2,557,082
1.60 Summer School							-
1.61 Continuing Education	21,772				106,639		21,772
1.62 International and Out of Province Students	274,943	217,600		25,139			624,321
1.64 Other					32,824		32,824
Total Function 1	17,667,238	2,599,983	3,228,237	1,318,659	139,463	1,065,048	26,018,628
4 District Administration							
4.11 Educational Administration					347,709		347,709
4.40 School District Governance					85,284		85,284
4.41 Business Administration				284,137	460,370	3,000	747,507
Total Function 4	-	-	-	284,137	893,363	3,000	1,180,500
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				50,464	203,453	500	254,417
5.50 Maintenance Operations				1,842,225		98,665	1,940,890
5.52 Maintenance of Grounds				106,264			106,264
5.56 Utilities							-
Total Function 5	-	-	-	1,998,953	203,453	99,165	2,301,571
7 Transportation and Housing							
7.41 Transportation and Housing Administration				49,606	47,068	500	97,174
7.70 Student Transportation				797,626		75,000	872,626
7.73 Housing							-
Total Function 7	-	-	-	847,232	47,068	75,500	969,800
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	17,667,238	2,599,983	3,228,237	4,448,981	1,283,347	1,242,713	30,470,499

School District No. 69 (Qualicum)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2017

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	15,870,040	4,073,293	19,943,333	804,388	20,747,721	20,472,150
1.03 Career Programs	218,152	58,489	276,641	423,130	699,771	701,504
1.07 Library Services	622,506	175,834	798,340	23,700	822,040	811,339
1.08 Counselling	452,434	119,215	571,649		571,649	535,097
1.10 Special Education	5,117,555	1,581,110	6,698,665	104,302	6,802,967	6,747,545
1.30 English Language Learning	141,215	33,623	174,838		174,838	159,733
1.31 Aboriginal Education	360,727	89,583	450,310	88,156	538,466	515,045
1.41 School Administration	2,557,082	675,356	3,232,438	107,800	3,340,238	3,256,096
1.60 Summer School	-	-	-	-	-	-
1.61 Continuing Education	21,772	5,304	27,076		27,076	17,532
1.62 International and Out of Province Students	624,321	154,178	778,499	1,873,200	2,651,699	2,359,861
1.64 Other	32,824	8,914	41,738		41,738	41,374
Total Function 1	26,018,628	6,974,899	32,993,527	3,424,676	36,418,203	35,617,276
4 District Administration						
4.11 Educational Administration	347,709	78,775	426,484	73,000	499,484	483,296
4.40 School District Governance	85,284	8,244	93,528	85,340	178,868	177,889
4.41 Business Administration	747,507	175,197	922,704	236,700	1,159,404	1,142,325
Total Function 4	1,180,500	262,216	1,442,716	395,040	1,837,756	1,803,510
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	254,417	51,975	306,392	175,200	481,592	475,098
5.50 Maintenance Operations	1,940,890	525,683	2,466,573	338,282	2,804,855	2,745,979
5.52 Maintenance of Grounds	106,264	32,237	138,501	79,050	217,551	221,359
5.56 Utilities	-	-	-	1,141,500	1,141,500	991,500
Total Function 5	2,301,571	609,895	2,911,466	1,734,032	4,645,498	4,433,936
7 Transportation and Housing						
7.41 Transportation and Housing Administration	97,174	23,530	120,704	28,100	148,804	147,995
7.70 Student Transportation	872,626	282,271	1,154,897	328,700	1,483,597	1,443,090
7.73 Housing	-	-	-	24,000	24,000	24,000
Total Function 7	969,800	305,801	1,275,601	380,800	1,656,401	1,615,085
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	30,470,499	8,152,811	38,623,310	5,934,548	44,557,858	43,469,807

School District No. 69 (Qualicum)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2017

	<u>2017 Amended</u> <u>Annual Budget</u>	<u>2017</u> <u>Annual Budget</u>
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	1,616,606	1,588,936
Other Revenue	1,350,000	1,300,000
Total Revenue	<u>2,966,606</u>	<u>2,888,936</u>
Expenses		
Instruction	2,750,291	2,672,621
Operations and Maintenance	216,315	216,315
Total Expense	<u>2,966,606</u>	<u>2,888,936</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 69 (Qualicum)
 Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2017

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Service Delivery Transformation	Special Education Technology	School Generated Funds	Related Entities	Strong Start	Ready, Set, Learn
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	-	-	25,000	-	584,645	-	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education	216,315	788,994	-	-	-	1,300,000	-	96,000	19,600
Other	216,315	788,994	-	-	-	1,300,000	-	96,000	19,600
Less: Allocated to Revenue									
Deferred Revenue, end of year	-	-	-	25,000	-	534,645	-	-	-
Revenues	216,315	788,994	-	-	-	1,350,000	-	96,000	19,600
Provincial Grants - Ministry of Education	216,315	788,994	-	-	-	1,350,000	-	96,000	19,600
Expenses									
Salaries									
Teachers		505,000							
Principals and Vice Principals		126,400							
Educational Assistants									
Support Staff	75,000	631,400							
Employee Benefits	15,000	157,594							
Services and Supplies	126,315	788,994				1,350,000		96,000	19,600
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 69 (Qualicum)
 Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2017

	OLEP	CommunityLINK	Coding and Curriculum Implementation	TOTAL
	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	-	-	609,645
Add: Restricted Grants				
Provincial Grants - Ministry of Education	101,323	364,874	54,941	1,642,047
Other	101,323	364,874	54,941	2,942,047
Less: Allocated to Revenue	101,323	364,874	29,500	2,966,606
Deferred Revenue, end of year	-	-	25,441	585,086
Revenues				
Provincial Grants - Ministry of Education	101,323	364,874	29,500	1,616,606
Other Revenue	101,323	364,874	29,500	2,966,606
Expenses				
Salaries				
Teachers	5,000	15,000		525,000
Principals and Vice Principals	25,000			25,000
Educational Assistants		255,000		381,400
Support Staff	30,000	270,000		75,000
Employee Benefits	7,500	65,000		245,094
Services and Supplies	63,823	29,874	29,500	1,715,112
	101,323	364,874	29,500	2,966,606
Net Revenue (Expense)	-	-	-	-

School District No. 69 (Qualicum)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget			2017 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	325,000		325,000	
Amortization of Deferred Capital Revenue	2,168,494		2,168,494	2,103,955
Total Revenue	2,493,494	-	2,493,494	2,103,955
Expenses				
Operations and Maintenance	325,000		325,000	
Amortization of Tangible Capital Assets				
Operations and Maintenance	2,299,483		2,299,483	2,430,260
Transportation and Housing	195,000		195,000	
Debt Services				
Capital Lease Interest		1,624	1,624	
Total Expense	2,819,483	1,624	2,821,107	2,430,260
Net Revenue (Expense)	(325,989)	(1,624)	(327,613)	(326,305)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	336,296		336,296	368,550
Capital Lease Payment		32,254	32,254	
Total Net Transfers	336,296	32,254	368,550	368,550
Other Adjustments to Fund Balances				
Principal Payment				
Capital Lease	30,630	(30,630)	-	
Total Other Adjustments to Fund Balances	30,630	(30,630)	-	
Budgeted Surplus (Deficit), for the year	40,937	-	40,937	42,245

- Financial Summary -

	2016/17		Diff to Annual	Comment
	Annual Budget	Amended Budget		
Board motion:	Apr26/16	Jan24/17		
Funded FTE's				
School Aged	4,126.13	4,152.81		
Adult	10.00	13.13		
Other				
Total	4,136.13	4,165.94		
REVENUE				
PROVINCIAL GRANTS				
Operating Grant	38,196,893	38,995,178	582,568	Recalc
Other MOE Grants-H/B	115,613		0	
Other MOE Grants-Additional grant	100,104		0	
Other MOE Grants-Ed Guarantee		623,604	623,604	transp/adm
Other MOE Grants-Pay Equity	936,176	936,176	0	
Other MOE Grants-Misc	100,000	60,000	-40,000	carbon
TOTAL MINISTRY OF ED GRANTS	39,448,786	40,614,958	1,166,172	
OTHER REVENUES				
Other Provincial Revenues	101,450	101,450	0	
Offshore Tuition	3,200,000	3,500,000	300,000	hstay
Miscellaneous other	175,000	135,000	-40,000	bus fees
Rental and Leases	450,000	450,000	0	
Investment Income	125,000	125,000	0	
TOTAL OTHER REVENUE	4,051,450	4,311,450	260,000	
TOTAL REVENUES	43,500,236	44,926,408	1,426,172	
EXPENDITURES				
SALARIES AND BENEFITS				
Teachers	17,518,413	17,667,238	148,825	avg sal
Principals and Vice Principals	2,511,273	2,599,983	88,710	incr
Educational Assistants	3,182,805	3,228,237	45,432	recast
Support Staff	4,425,267	4,448,981	23,714	recast
Other Professionals	1,222,635	1,283,347	60,712	incr/ISPMgr
Substitutes	1,212,433	1,242,713	30,280	recast
Benefits	7,926,835	8,152,811	225,976	recast
TOTAL SALARIES AND BENEFITS	37,999,661	38,623,310	623,649	
Benefits as a % of Total Salaries	26.4%	26.8%		
SUPPLIES AND SERVICES				
Services	2,131,156	2,595,558	464,402	NGN/hstay/testing
Training and Travel	427,338	427,338	0	
Rental and Leases	5,000	5,000	0	
Dues and Fees	50,450	50,450	0	
Insurance	174,000	174,000	0	
Supplies	1,690,702	1,690,702	0	
Utilities	991,500	991,500	0	
TOTAL SUPPLIES AND SERVICES	5,470,146	5,934,548	464,402	
TOTAL EXPENDITURES	43,469,807	44,557,858	1,088,051	
NET REVENUE (EXPENDITURE)	30,429	368,550	338,121	
Transfer to Capital-Eqp/Veh/HW	-368,550	-368,550	0	
Adjmts to Unfunded Emp Future Benefits			0	
Budgeted Use of Surplus	338,121	0	-338,121	Amended Budget - "balanced"
Surplus (Deficit), for the Year	0	0	0	

SCHOOL DISTRICT NO. 69 (QUALICUM)
- Financial Summary -

1/18/2017

	2016/17		Diff to Annual	Comment
	Annual Budget	Amended Budget		
<u>INSTRUCTION</u>				
Regular Instruction	20,472,150	20,747,721	275,571	avg sal
Career Programs	701,503	699,771	-1,732	
Library Services	811,339	822,040	10,701	
Counselling	535,098	571,649	36,551	
Special Education	6,747,544	6,802,967	55,423	
English as a Second Language	159,734	174,838	15,104	
Aboriginal Education	515,045	538,466	23,421	
School Administration	3,256,096	3,340,238	84,142	
Continuing Education	17,532	27,076	9,544	
Off Shore Students	2,359,862	2,651,699	291,837	hstay
Other	41,373	41,738	365	
Function 1 - Instruction	35,617,276	36,418,203	800,927	
<u>DISTRICT ADMINISTRATION</u>				
Educational Administration	483,296	499,484	16,188	
School District Governance	177,888	178,868	980	
Business Administration	1,142,326	1,159,404	17,078	
Function 4 - District Administration	1,803,510	1,837,756	34,246	
<u>OPERATIONS AND MAINTENANCE</u>				
Operations and Maintenance Admin	475,098	481,592	6,494	
Maintenance Operations	2,745,979	2,804,855	58,876	testing
Maintenance of Grounds	221,359	217,551	-3,808	
Utilities	991,500	1,141,500	150,000	NGN
Function 5 - Operations and Maint	4,433,936	4,645,498	211,562	
<u>TRANSPORTATION AND HOUSING</u>				
Transportation and Housing Admin	147,997	148,804	807	
Student Transportation	1,443,088	1,483,597	40,509	
Housing	24,000	24,000	0	
Function 7 - Transportation and Housing	1,615,085	1,656,401	41,316	
TOTAL FUNCTION 1-7	43,469,807	44,557,858	1,088,051	



**Rollie Koop
Superintendent of Schools**

Memo

Date: January 24, 2017
To: Board of Education
cc: Gillian Wilson, Assistant Superintendent
Ron Amos, Secretary Treasurer

RE: EDUCATIONAL PLANNING

Strategic Planning Background:

- The current Strategic Priorities were developed during a community engagement process undertaken between August 2013 and November 2013
- A communication plan in support of the Strategic Priorities was undertaken during the 2014-15 school year
- An initial Action Framework was developed for the 2015-16 school year
- The actionable aspects of our work in support of the Strategic Plan are now outlined in our District Enhancing Student Learning Plan
- Schools outline their work in support of the District's Strategic Priorities within the context of the School Enhancing Student Learning Plan
- The Strategic Priorities document was designed to be a five year plan which would run through to June 30, 2018
- The next Board of Education elections are to be held in October 2018

Recommendation:

THAT the Board of Education direct the Superintendent to design and carry-out a collaborative community-based strategic planning process to be completed during the 2017-18 school year with the resulting five year plan to be implemented during the 2018-19 school year; and,

THAT the District and Schools use the current Enhancing Student Learning Plan model for the 2016-2018 school years and then move into multi-year plans that will be informed by the new strategic plan which would come into play on July 1, 2018.

Rollie Koop
Superintendent of Schools

SCHOOL DISTRICT NO. 69 (QUALICUM)
- Financial Summary -

1/18/2017

	2015/16				2016/17		
	Amended Budget	YTD Dec-15	% of Budgt	Actual	Amended Budget	YTD Dec-16	% of Budgt
REVENUE							
PROVINCIAL GRANTS							
Operating Grant	39,057,025	16,069,465	41.1%	39,137,402	38,995,178	15,710,757	40.3%
Other MOE Grants-H/B							
Other MOE Grants-Additional grant				4,281	623,604	298,439	47.9%
Other MOE Grants-Ed Guarantee				936,176	936,176		0.0%
Other MOE Grants-Pay Equity	936,176			105,591	60,000		0.0%
Other MOE Grants-Misc							
TOTAL MINISTRY OF ED GRANTS	39,993,201	16,069,465	40.2%	40,183,450	40,614,958	16,009,196	39.4%
OTHER REVENUES							
Other Provincial Revenues	101,450	63,885	63.0%	117,376	101,450	62,555	61.7%
Offshore Tuition	2,811,000	2,509,200	89.3%	3,060,513	3,500,000	3,066,487	87.6%
Miscellaneous other	133,385	162,635	121.9%	239,003	135,000	111,951	82.9%
Rental and Leases	350,000	414,725	118.5%	455,048	450,000	455,709	101.3%
Investment Income	132,000	62,498	47.3%	123,732	125,000	63,273	50.6%
TOTAL OTHER REVENUE	3,527,835	3,212,943	91.1%	3,995,672	4,311,450	3,759,975	87.2%
TOTAL REVENUES	43,521,036	19,282,408	44.3%	44,179,122	44,926,408	19,769,171	44.0%
EXPENDITURES							
SALARIES AND BENEFITS							
Teachers	17,693,050	7,065,380	39.9%	17,548,653	17,667,238	7,109,731	40.2%
Principals and Vice Principals	2,307,576	1,162,169	50.4%	2,348,614	2,599,983	1,261,254	48.5%
Educational Assistants	3,147,607	1,129,190	35.9%	3,043,238	3,228,237	1,234,732	38.2%
Support Staff	4,419,611	1,966,317	44.5%	4,585,093	4,448,981	1,960,329	44.1%
Other Professionals	1,200,089	584,668	48.7%	1,200,023	1,283,347	594,849	46.4%
Substitutes	1,208,807	468,275	38.7%	1,137,215	1,242,713	535,023	43.1%
Benefits	8,124,364	3,390,874	41.7%	8,444,593	8,152,811	3,334,653	40.9%
TOTAL SALARIES AND BENEFITS	38,101,104	15,766,873	41.4%	38,307,429	38,623,310	16,030,571	41.5%
Benefits as a % of Total Salaries	27.1%	27.4%		28.3%	26.8%	26.3%	
SUPPLIES AND SERVICES							
Services	2,032,976	1,026,713	50.5%	2,243,425	2,595,558	1,169,502	45.1%
Training and Travel	399,338	237,713	59.5%	541,624	427,338	226,876	53.1%
Rental and Leases	5,000	1,625	32.5%	2,438	5,000	2,823	56.5%
Dues and Fees	50,450	51,356	101.8%	62,322	50,450	53,104	105.3%
Insurance	174,000	136,622	78.5%	139,474	174,000	55,638	32.0%
Supplies	1,670,011	660,407	39.5%	1,742,805	1,690,702	678,871	40.2%
Utilities	1,071,500	342,363	32.0%	923,047	991,500	372,257	37.5%
TOTAL SUPPLIES AND SERVICES	5,403,275	2,456,799	45.5%	5,655,135	5,934,548	2,559,071	43.1%
TOTAL EXPENDITURES	43,504,379	18,223,672	41.9%	43,962,564	44,557,858	18,589,642	41.7%
NET REVENUE (EXPENDITURE)	16,657	1,058,736		216,558	368,550	1,179,529	
Transfer to Capital-Eqp/Veh/HW	-368,550	-325,853		-368,550	-368,550	-202,952	
Adjmts to Unfunded Emp Future Benefits					0		
Budgeted Use of Surplus							
Surplus (Deficit), for the Year	-351,893	732,883		-151,992	0	976,577	

SCHOOL DISTRICT NO. 69 (QUALICUM)
- Financial Summary -

1/18/2017

	2015/16				2016/17		
	Amended Budget	YTD Dec-15	% of Budgt	Actual	Amended Budget	YTD Dec-16	% of Budgt
INSTRUCTION							
Regular Instruction	20,489,030	8,261,094	40.3%	20,575,526	20,747,721	8,478,311	40.9%
Career Programs	709,724	322,521	45.4%	679,804	699,771	366,175	52.3%
Library Services	834,227	316,957	38.0%	830,111	822,040	325,155	39.6%
Counselling	552,558	315,978	57.2%	554,643	571,649	259,133	45.3%
Special Education	6,744,108	2,636,139	39.1%	6,643,217	6,802,967	2,625,745	38.6%
English as a Second Language	159,895	20,155	12.6%	160,053	174,838	29,026	16.6%
Aboriginal Education	540,309	196,402	36.3%	540,309	538,466	210,213	39.0%
School Administration	3,320,643	1,562,830	47.1%	3,378,883	3,340,238	1,612,814	48.3%
Continuing Education	21,622	8,906	41.2%	21,645	27,076	10,542	38.9%
Off Shore Students	2,168,771	875,952	40.4%	2,382,842	2,651,699	1,092,409	41.2%
Other	40,058	19,781	49.4%	42,652	41,738	20,393	48.9%
Function 1 - Instruction	35,580,945	14,536,715	40.9%	35,809,685	36,418,203	15,029,916	41.3%
DISTRICT ADMINISTRATION							
Educational Administration	481,253	228,080	47.4%	501,678	499,484	201,616	40.4%
School District Governance	177,881	108,869	61.2%	188,846	178,868	94,989	53.1%
Business Administration	1,106,396	581,161	52.5%	1,122,892	1,159,404	552,323	47.6%
Function 4 - District Administration	1,765,530	918,110	52.0%	1,813,416	1,837,756	848,928	46.2%
OPERATIONS AND MAINTENANCE							
Operations and Maintenance Admin	481,147	282,186	58.6%	453,141	481,592	233,471	48.5%
Maintenance Operations	2,718,160	1,357,545	49.9%	3,007,637	2,804,855	1,359,744	48.5%
Maintenance of Grounds	291,801	133,886	45.9%	351,977	217,551	108,453	49.9%
Utilities	1,071,500	342,363	32.0%	1,025,845	1,141,500	372,257	32.6%
Function 5 - Operations and Maint	4,562,608	2,115,980	46.4%	4,838,600	4,645,498	2,073,925	44.6%
TRANSPORTATION AND HOUSING							
Transportation and Housing Admin	151,599	79,473	52.4%	133,615	148,804	36,376	24.4%
Student Transportation	1,419,697	567,094	39.9%	1,346,948	1,483,597	596,297	40.2%
Housing	24,000	6,300	26.3%	20,300	24,000	4,200	17.5%
Function 7 - Transportation and Housing	1,595,296	652,867	40.9%	1,500,863	1,656,401	636,873	38.4%
TOTAL FUNCTION 1-7	43,504,379	18,223,672	41.9%	43,962,564	44,557,858	18,589,642	41.7%

Special Purpose Fund (SPF) Budget							
Annual Facility Grant	920,520	850,938	92.4%	920,520	920,519	683,063	74.2%
Learning Improvement Fund	819,411	198,924	24.3%	819,411	788,994	318,030	40.3%
School Generated Funds	1,300,000		0.0%	1,300,000	1,300,000		0.0%
Strong Start	96,000	922	1.0%	96,000	96,000	29,349	30.6%
Ready, Set, Learn	19,600	102	0.5%	19,600	19,600	4,518	
French Funds	101,323	22,929	22.6%	118,677	101,323	34,765	34.3%
Community Link	361,927	56,555	15.6%	361,927	364,874	125,498	34.4%
Special Purpose Funds-Total Expenses	3,618,781	1,130,370		3,636,135	3,591,310	1,195,223	

	15/16		16/17
Bylaw Capital			
Boiler-Nanoose	89,000	89,000	144,000
Boiler-Bower	220,000	220,000	143,000
Boiler-Additional			105,869
Bus	171,168	3,373	178,632
Lighting-Errington/Oceanside			120,000
Flooring			200,000
Bus			129,855
	480,168	312,373	842,724
			609,282

2017/18 Budget Meeting Schedule

Date: December 9/16	Location: Room 250 (Board Office)	Time: 9:00 am
Attendees:	Trustees, Senior District staff	
Purpose:	Preliminary discussion on timelines/process	

Compile Enrolment Projections & Staffing Needs

Date: January 13/17	Location: Qualicum Commons	Time: 9:00 am
Attendees:	Board/Senior Staff Budget Working Session	
Purpose:	Budget goal-setting exercise	

Date: January 24/17	Location: Forum, PCTC	Time: 7:00 pm
Regular Board Meeting		
Purpose:	2016/17 Amended Budget	

Compile List of Priorities/Options/Staffing Needs Due to Projections

Date: February 7/17	Location: Admin Meeting – TBC	Time: 1:30 pm
Attendees:	Trustees, District and School Administration	
Purpose:	To review Year to Date for 2016/17, provide a general overview to 2017/18 including projections and general staffing levels, discuss budget meeting schedule, discuss obligations and restraints	

Date: February 14/17	Location: Board Office	Time: 1 hour each
Attendees:	Trustees/Superintendent/Secretary Treasurer meet with MATA, CUPE, DPAC	
Purpose:	To review Year to Date for 2016/17, provide a general overview to 2017/18 including projections and general staffing levels, discuss budget meeting schedule, discuss obligations and restraints	

Date: February 16/17	Locations: Springhill Site (staff only) BSS Library (staff and public)	Time: 1:00 pm 4:30 pm & 7:00 pm
Attendees:	Trustees and District Administration	
Purpose:	Staff/Public Budget Information session: Opportunity for staff and public to provide the Board with input as to District budget priorities.	

Date: March 6/17	Draft budgets to Secretary-Treasurer
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March 15/17 Funding Announcement

Date: March 28/17	Location: Forum, PCTC	Time: 7:00 pm
Regular Board Meeting		

Date: April 4/17	Location: Admin Meeting – TBC	Time: 1:30 pm
Attendees:	Trustees, District and School Administration	
Purpose:	Trustees and all administrative staff review revised funding and priority list	

Date: April 13/17	Location: Board Office	Time: 1 hour each
Attendees:	Trustees/Superintendent/Secretary Treasurer meet with MATA, CUPE, DPAC	
Purpose:	To review draft budgets in comparison to preliminary revenues	

Additional Board/Senior Staff Budget Discussions as Required

Date: April 18/16	Location: Forum, PCTC	Time: 7:00 pm
Special Board Meeting		
Purpose:	To review draft budget	

Date: April 25/16	Location: Forum	Time: 7:00 pm
Regular Board Meeting		
Purpose:	Adopt 2016/17 Preliminary Budget	



December 15, 2016

Ref: 191822

Eve Flynn, Chair
Board of Education
School District No. 69 (Qualicum)
Email: khergt@sd69.bc.ca

Dear Ms. Flynn:

Thank you for your letter of November 25, 2016, requesting a by-election to be held for trustees of the Vancouver School District.

I understand the recent appointment of official trustees to two school districts in the province raises concerns for boards of education and the broader education sector as a whole. School trustees are best placed to represent the needs and views of their local communities, and as such, democratic representation is at the heart of the public school system in British Columbia.

However, in both recent cases, there were serious issues with the Boards' governance practices, as well as with their respective approaches to financial matters and fiscal management. I would like to emphasize, the decision to appoint an official trustee in these circumstances was not taken lightly. These appointments will help to ensure continuity and stability within the school districts, and ultimately to support the needs of students going forward.

The appointment of an official trustee is a significant governance change for these school districts. It is important to allow the districts sufficient time to ensure their financial affairs are in order and to adapt to their new governance structure before a by-election is contemplated. In the case of the Vancouver and North Okanagan-Shuswap School Districts, both appointments will be in place for a minimum of one year, at which time government will re-assess the status of appointments and the prospect of a by-election.

Again, thank you for writing about these important issues. If you have any further concerns or questions regarding this matter, or about the *School Act*, please contact Dave Duerksen, Executive Director, Legislation, Policy and Governance Branch, by phone at (250) 387-8037 or by email at Dave.Duerksen@gov.bc.ca.

Sincerely,

Mike Bernier
Minister

pc: Honourable Michelle Stilwell, MLA, Parksville-Qualicum



January 11, 2017

Ref: 191935

Eve Flynn, Chair
Board of Education
School District No. 69 (Qualicum)
Email: eflynn@sd69.bc.ca

Dear Ms. Flynn:

Thank you for your letter of November 23, 2016, in which you explained the Qualicum Board of Education's decision not to meet with me during my November 29, 2016, visit to your School District.

Also, thank you for sharing with me the recommendations that had been made by the Board in November 2013. As mentioned in my letter of November 25, 2016, overall education funding is up \$110 million compared to last year's budget.

Since becoming Minister of Education, I have had the pleasure of visiting school boards throughout the province, and I was disappointed I was not able to meet with your Board during my recent visit as it is my goal to learn from every School District. I believe these meetings provide opportunities to build relationships through discussion about district and system successes, as well as learning about challenges students and leaders are facing in the education sector. These meetings also enable an open exchange of ideas regarding plans districts are keen to pursue and new directions the Ministry may be planning.

During my visit, I had the chance to visit three schools in the District and interact with students, teachers and members of the District leadership team. I enjoyed seeing some of the innovative learning activities District students are engaged in, including the Science, Technology, Robotics, Engineering and Math (STREAM) program and the Science, Technology, Engineering, Arts and Mathematics (STEAM) initiative at Arrowview Elementary and Nanoose Bay Elementary. I also enjoyed seeing the Flex Learning, Robotics and 3D printing programs at École Ballenas Secondary. Further, I was impressed with the collaborative work between the Qualicum School District at Nanoose Bay Elementary and Vancouver Island University's teacher education program. This is a wonderful way to integrate teacher candidates into the culture of the District and prepare them for their future teaching career.

.../2

I appreciate the time and effort District and school staff put into organizing a wonderful tour for me, and I value the opportunity I had to see the innovative and inspiring work-taking place across the Qualicum School District.

Again, thank you for writing.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Bernier". The signature is stylized with a large, looping initial "M" and a trailing flourish.

Mike Bernier
Minister

pc: Honourable Michelle Stilwell, MLA, Parksville-Qualicum



SCHOOL DISTRICT No. 69 (QUALICUM)

BOARD POLICY 7140

REPORTING OF SUSPECTED CHILD ABUSE AND NEGLECT

Page 1 of 1

The Board of Education recognizes its responsibility to ensure the safety and well-being of all School District 69 students. The Board requires that all School District 69 staff be aware of, and alert to, signs and symptoms of possible child abuse or neglect and to respond appropriately if there are concerns about a child's safety or well-being.

In reporting incidents of suspected child abuse or neglect, staff will be guided by the Administrative Procedures associated with Board Policy 7140, as well as the provisions of the *Child, Family and Community Services Act* and the procedures described in the *British Columbia Handbook for Action on Child Abuse and Neglect - For Service Providers*.

References:

- *Board Administrative Procedure: Reporting of Suspected Child Abuse and Neglect*
- ***The B.C. Handbook for Action on Child Abuse and Neglect –For Service Providers*** (January 2016) (www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/public-safety/protectingchildren/childabusepreventionhandbook_serviceprovider.pdf)
- ***Responding to Child Welfare Concerns – Your Role in Knowing When and What to Report*** (www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/public-safety/protectingchildren/childabusepreventionhandbook_generalpublicbooklet.pdf)
- ***Child, Family and Community Services Act***
- ***District 69 Tri-Lateral Protocol***

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

REPORTING OF SUSPECTED CHILD ABUSE AND NEGLECT

Page 1 of 5

Purpose

The Child, Family and Community Service Act requires anyone who has reason to believe that a child has been or is likely to be at risk has a legal duty to make a report to a child welfare worker or directly to the police if a child is in immediate danger.

The Ministry of Child and Family Development (MCFD) has the lead responsibility for responding to suspected child abuse and neglect. It also delegates authority for child protection and family support to Aboriginal Child and Family Services Agencies, which provide services to their communities. Police also play a role in responding to suspected child abuse and neglect if it is believed that a child is in immediate danger, or if a criminal offence against a child is suspected.

The Board recognizes the need to protect the personal and physical well-being of students. The role of SD69 Staff is to be aware of, and alert to, signs and symptoms of possible child abuse or neglect – and to respond appropriately if there are concerns about a child's safety or well-being. It is important to ensure that we provide a collaborative response to incidents of suspected child abuse and neglect.

Training and Review

New employees will be informed of the administrative procedures regarding reporting suspected child abuse and neglect as part of their orientation to the district. In addition, principals will review this document with all staff (e.g. teachers, education assistants, custodians) at the beginning of each school year with the assistance of the school counselors if requested.

Volunteers and other itinerant staff (e.g. teachers on call) in the schools will be provided with a copy of this administrative procedure for their reference.

DUTY TO REPORT

Under *the Child, Family, and Community Services Act*, the legal duty to report is the responsibility of every individual. Any person who has reason to believe that a child needs protection, has a duty to report directly to a Child Protection Social Worker at the Ministry of Child and Family Development.

In this context, **reason to believe** means that, based on what you have seen, or information you have, you believe a child could be at risk. If you are unsure about whether a report should be made or have questions around reporting a case, contact a Child Protection Social Worker to seek further advice.

Informing any other agency or person (e.g. principal or counsellor), does not discharge your legal duty to report directly to a Child Protection Social Worker. The legal duty to report overrides any duty of confidentiality, except a solicitor-client relationship or where provisions of the *Youth Criminal Justice Act* apply.

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

REPORTING OF SUSPECTED CHILD ABUSE AND NEGLECT

Page 2 of 5

When Protection Is Needed

Any child under the age of 19 is in need of protection when child abuse and/or neglect are suspected. Child abuse and neglect means physical or emotional harm, sexual abuse or exploitation, negligent treatment or maltreatment as a result of an act or omission by a person who is responsible for the child's care (e.g. parent, supervisor, or legal guardian).

Child abuse includes the following:

Physical Abuse – a deliberate act of physical force or action that results in or is likely to result in physical harm to a child that exceeds what could be considered reasonable discipline.

Sexual Abuse and Exploitation – when a child is used or likely to be used for the sexual gratification of another person. It may include any behaviour of a sexual nature towards a child.

Emotional Abuse – may occur separately from or along with other forms of abuse and neglect and involves acts or omissions that are likely to have serious, negative emotional impacts.

Neglect – the failure to provide for the child's basic needs (e.g. physical, emotional, medical) that results in or is likely to result in harm to the child.

Procedures for Reporting Suspected Child Abuse or Neglect

Completing a Report

Staff must make a report when there is any reason to believe that a child has been or is likely to be abused or neglected, and that the parent is unwilling or unable to protect the child. If a child is in immediate danger, call 911 for local police assistance.

If the suspected abuser is a parent, care giver, student, school district employee, or adult in the community report the incident to MCFD at 1- 800-663-9122 (any time of the day or night, 24 hours a day 7 days a week).

Inform the Principal that a report has been filed. The Principal will inform the Superintendent that a report has been made to the MCFD.

Obtain and complete a copy of the confidential **Report of Suspected Abuse** form from the Principal. Return a copy to the Principal for safekeeping. A second copy is to be placed in an envelope marked Confidential and delivered to the Board Office, to the Superintendent's attention. Do not place the child's name on the outside of the envelope.

If the suspected abuser is a District employee, inform the Principal of the suspected abuse after the report has been made. The Principal will inform the Superintendent. The Superintendent will work with the appropriate authorities under the terms of the **District 69 Tri-Lateral Protocol** signed with the RCMP and MCFD.

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

REPORTING OF SUSPECTED CHILD ABUSE AND NEGLECT

Page 3 of 5

Reminders

No communication is to be made with a suspected abuser. This is the responsibility of the MCFD child welfare worker and/or police.

Schools shall provide a private space where an MCFD child welfare worker can interview children. It is the responsibility of the Ministry of Child and Family Development and the police to investigate and to inform the parents and victims of their concerns. Schools are to direct any inquiries back to these agencies. Schools are not to discuss or release information to any other individuals. In reporting incidents of suspected child abuse or neglect, staff will be guided by the provisions of the *Child, Family and Community Services Act* procedures described in the *British Columbia Handbook for Action on Child Abuse and Neglect - For Service Providers*.

References:

- *Board Policy 7140: Reporting of Suspected Child Abuse and Neglect*
- *The B.C. Handbook for Action on Child Abuse and Neglect –For Service Providers (January 2016)* http://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/public-safety/protecting-children/childabusepreventionhandbook_serviceprovider.pdf
- *Responding to Child Welfare Concerns – Your Role in Knowing When and What to Report* https://www.bced.gov.bc.ca/sco/resourcedocs/child_welfare_your_role.pdf
- *Child, Family and Community Services Act*
- *District 69 Tri-Lateral Protocol*

SCHOOL DISTRICT No. 69 (QUALICUM)

REPORT OF SUSPECTED CHILD ABUSE AND NEGLECT FORM

Page 4 of 5

CONFIDENTIAL

School Name: _____

PLEASE PRINT AND PROVIDE DETAILS

1. PERSON MAKING THE VERBAL REPORT TO THE MINISTRY OF CHILD AND FAMILY DEVELOPMENT (MCFD)

Name: _____

School: _____

Principal: _____

2. RECORD OF THE VERBAL REPORT TO MCFD

Date and time of verbal report: _____

Name of person to whom you reported: _____

Position: _____ Phone number: _____

Office Address: _____

3. STUDENT INFORMATION – COLLECT DATA FROM VERIFICATION SHEET

Name: _____ Date of birth (d/m/y): _____

Home address where student currently lives: _____

Classroom or homeroom teacher: _____

Name and address of person(s) who has legal custody of the child at the time of report: _____

Phone Number: _____ Work Number: _____ Cell Number: _____

Special Needs, if any, including any barriers to communication: _____

Sibling names, ages and schools, if known: _____

SCHOOL DISTRICT No. 69 (QUALICUM)

REPORT OF SUSPECTED CHILD ABUSE AND NEGLECT FORM

4. INFORMATION FROM THE STUDENT'S DISCLOSURE OR YOUR REASONS TO BELIEVE THE STUDENT HAS BEEN OR IS LIKELY TO BE IN NEED OF PROTECTION (CONVERSATION, EVENTS, OBSERVATIONS OR CIRCUMSTANCES): ATTACH ANOTHER SHEET IF NECESSARY. (FOCUS ON FACTUAL INFORMATION)

Series of horizontal lines for writing.

Attach the child's writing, drawing, or artwork that supports this report. Sign and date these.

5. DOCUMENT ANY INFORMATION THE CHILD PROTECTION WORKER SHARED WITH YOU.

Series of horizontal lines for writing.

6. WERE THE POLICE INVOLVED IN THE INVESTIGATIONS? Yes: ____ No: ____

7. YOUR SIGNATURE: _____

DATE: _____ TIME: _____

8. RETURN A COPY OF THIS FORM TO THE PRINCIPAL FOR SAFEKEEPING. SEAL THE ORIGINAL COPY OF ALL INFORMATION IN AN ENVELOPE. DATE, SIGN, MARK IT 'CONFIDENTIAL TO THE ATTENTION OF THE EXECUTIVE ASSISTANT OF THE SUPERINTENDENT'. TAKE TO THE EXECUTIVE ASSISTANT OF THE OFFICE OF THE SUPERINTENDENT AT THE SCHOOL BOARD OFFICE. IT WILL BE FILED CONFIDENTIALLY.

DO NOT PLACE IN STUDENT FILE.

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

COPYRIGHT

Page 1 of 1

Purpose:

The Board of Education recognizes that the *Copyright Act* is designed to protect the rights of authors and producers of creative works, and requires its employees to respect these rights and the copyright provisions in district schools.

For the purposes of copyright law, schools are a public place. Copyright law includes, but is not limited to books, audio and video tapes, computer software, sheet music, photocopies, facsimile machine copies, handwritten or typed copies, translations, adaptations and performances.

1. The Board designates ~~the administrator responsible for the~~ a District Resource Centre **staff member** to act as the Copyright Officer for the district. Responsibilities shall include, but not be restricted to:
 - 1.1 distribution to all staff of current information regarding copyright guidelines and licensing arrangements (e.g. CANCOPY, SOCAN).
 - 1.2 securing copyright permissions and site licenses, and maintaining necessary records regarding use of copyrighted materials in the district.
 - 1.3 development of procedures to ensure that expiration dates are honoured.
2. The teacher-librarian in each school shall act as liaison to the Copyright Officer.
3. ~~At the first staff meeting of the school year,~~ The principal or site supervisor shall review with all staff (M.A.T.A. and C.U.P.E.) the school district's Copyright Policy **Procedures** and the contents of the copyright guidelines.
4. The copyright guidelines shall be kept at all work sites and employees shall refer to the guidelines whenever questions arise concerning copyright.
5. When there are opportunities for copyright violations by students, the Board requires teachers to instruct students about the *Copyright Act*, to make students aware of the ethical and practical problems caused by copyright infringement, and to attempt to supervise students in a manner that a copyright violation does not occur.
6. Persons seeking to copy or have copied items shall ensure that the proper copyright permission(s) have been granted through either a license agreement or written permission of the copyright owner.
7. The Board will not protect individual employees who break, or request another to break, the copyright law.

References:

- *Copyright Act*

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

FUNDRAISING IN SCHOOLS

Page 1 of 1

Purpose:

The Board of Education understands that schools often require additional funds that are not provided by the Board or Ministry of Education and, further, the Board of Education recognizes the educational and humanitarian values of fundraising in and by schools and their Parent Advisory Councils (PACs).

The Board of Education believes that fundraising is most acceptable when it provides a service or a product in the community.

1. Any school club, group or organization, including PACs, must request and receive permission from the principal to engage in a fund-raising activity.
2. All funds raised by school clubs, groups or organizations shall be administered according to district standard accounting practices, and recorded in school accounts that are under the control of the principal.
3. All funds raised by Parent Advisory Committees shall remain the responsibility of PACs until donated to the school, at which time they shall be recorded in school accounts that are under the control of the principal.
4. Schools should be sensitive to community reaction regarding fund-raising and thereby keep the number of activities to a minimum. ~~As well, schools shall restrict canvassing activities to their immediate attendance area, and activities that rely on door-to-door solicitation are to be discouraged.~~
5. Principals will advise parents as to the purposes of all fund-raising activities sponsored by the schools and ensure that these funds are expended in accordance with the purposes stated.

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

ANIMALS IN SCHOOLS

Page 1 of 1

Purpose:

The Board of Education believes that animals kept in schools or visiting schools should be for educational purposes only, with the exception of certified assistance dogs.

1. The Principal shall approve all animals that are brought into the schools for educational purposes.
2. Animals shall be housed in suitable, sanitary self-contained enclosures appropriate to the size and characteristics of the animal.
3. Teachers will be responsible for ensuring enclosures are kept in a sanitary condition.
4. Animals shall not be allowed to roam freely in the school.
5. Animals shall should not be left in schools during holiday periods, and, where practicable, teachers responsible will make arrangements for their care in other locations.
6. When animals are to be kept in the classroom teachers shall ascertain that:
 - a. students and school personnel are not allergic to their presence;
 - b. the animals are free from any diseases or body parasites;
 - c. the animals will present no physical danger to students; and,
 - d. students will be instructed in the proper care and handling of the animal.
7. Staff shall not bring their own household pets into district schools except for educational purposes.

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

PHYSICAL AND HEALTH EDUCATION CURRICULUM PROVISION FOR ALTERNATE DELIVERY OF INSTRUCTION

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Purpose

~~The Board of Education recognizes that the Health curriculum organizer of Health and Career Education K to 7, Health and Career Education 8 and 9, and Planning 10 include prescribed learning outcomes that some students and their parents may feel more comfortable addressing by means other than instruction by a teacher in a regular classroom setting.~~

The Board of Education also recognizes the parent's role as primary educators in the development of their children's attitudes and values.

While the Ministry of Education does not allow for the omission of the Health and Career **Physical and Health Education** Curriculum, it does allow for parents, in consultation with the teacher and/or principal, to arrange for alternatives to regular classroom instruction as a means of addressing these outcomes.

~~This policy applies only to the prescribed learning outcomes in the Health curriculum organizer of Health and Career Education K to 7, Health and Career Education 8 and 9, and Planning 10. The policy does not apply to any other prescribed learning outcomes in these IRPs, nor does it apply to any other provincial curriculum/IRP.~~

It is each school's responsibility to inform parents, well in advance, when issues of a sensitive nature are planned for specific class instruction/discussion. Teachers will hand out, at the beginning of the course, a list of topics to be covered in the health component so that parents can determine which topic(s), if any, they wish to have addressed either by an alternate approach in the classroom or by assuming responsibility for providing the alternate delivery of the topic(s) outside of regular classroom instruction .

Parents who request that their children not participate in Health and Career **Physical and Health Education** Curriculum class activities where sensitive topics are discussed must address the topics in the alternative manner provided by the Ministry. It is expected that parents who arrange for alternate delivery will address the health-related learning outcomes. When opting for an alternative delivery, parents are to be guided by the following procedures:

- a) The parent and students will discuss the area(s) of concern with the classroom teacher **in order** to determine if **whether or not** an alternate approach may be used in the classroom.
- b) A request to the principal or designate may be made for the student to complete sensitive topics outside regular classroom instruction if accommodation is deemed to be inappropriate during the classroom period.
- c) The parents will assume responsibility for the completion of sensitive topics outside of regular classroom instruction and the demonstration that the prescribed learning outcome has been met.

~~This policy and regulations are to be reviewed annually with professional staff in September of each school year and this policy is to be conveyed to parents, in its entirety, in the school's September newsletter.~~ **This administrative procedure is to be reviewed annually with professional staff and parents.**

References:

- *Physical and Health Education Curriculum K-9 (2016) BC Ministry of Education*
- *Ministerial Order M307/16: Sec. 2(e) Required Areas of Study in an Educational Program*

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURES

LASQUETI ISLAND TEACHERAGES (HOUSING)

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PURPOSE

The Board of Education acknowledges its responsibility to provide teacherages for teaching staff on Lasqueti Island for use when other accommodation is not available.

PROCEDURES

1. The use of teacherages shall be administered by the Secretary Treasurer.
2. When insufficient teacherage accommodation is available the Principal will have first option on space and thereafter the most senior teacher on the Island.
3. The Board shall determine **an appropriate monthly rate** and ~~fix the rent to be charged in respect of each unit of housing accommodation. by dividing the total estimated expenses of the housing accommodation, including:~~
 - a. ~~amounts payable by the Board for interest and principle~~
 - b. ~~taxes and other levies~~
 - c. ~~service and charges~~
 - d. ~~repairs and maintenance and~~
 - e. ~~other operational charges~~ **expenditures**
by the number of housing accommodation, whether occupied or not.
4. Terms and Conditions
 - a. Teacherages will be available to teaching staff on an annual basis from August 1st to July 31st.
 - b. ~~The project annual rent will be calculated over a ten month time period.~~
 - c. The rent shall be paid by the teacher through payroll deduction.
 - d. Teaching staff will be refunded for any monthly unused portion of the annual rent.
5. The teacher to whom the teacherage is let shall reside in the teacherage.
6. The teacher shall not sub-let the teacherage or any part thereof.
7. The teacher shall be responsible for telephone, **internet and cable** services and ~~other operational costs in Item 3.~~
8. The Board shall supply electricity, water and sewer at no charge.
9. Maintenance of Board-owned appliances shall be the Board's responsibility.
10. When vacating a teacherage, notice shall be given one month in advance, and the teacherage shall be inspected by the Operations and Maintenance Department for cleanliness and damage. The inventory of furnishings shall be checked. Any damage in excess of normal wear and tear shall be assessed and the Secretary Treasurer advised so that appropriate financial arrangements can be made with the teacher.
11. The teacher shall vacate the teacherage on termination of his/her teaching assignment.

Reference:

Section 105(2), School Act



SCHOOL DISTRICT No. 69 (QUALICUM)

BOARD POLICY 5020

FIELD EXPERIENCES (TRIPS) ~~CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES~~

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The Board of Education of School District 69 (Qualicum) supports and encourages schools to plan field experiences for groups of students in order to provide supplemental opportunities which enhance curricular learning and expand on athletic, cultural, musical, linguistic, or other educational endeavours.

The Board of Education further believes that in planning for any learning experience including field experiences, consideration must be given to student safety, curricular relevance and the appropriateness of the activity to the students' educational program. In all cases it is necessary for supervising staff to have the requisite skills and experience necessary to provide safe and appropriate field trip experiences.

The Board assigns each Principal primary responsibility and authority to approve student field experiences, and to ensure that these experiences conform to Board policies and administrative procedures.

The Board assigns the Superintendent or designate responsibility and authority to establish district practices and standards for the conduct of students during field experiences and provide approval for specified trip categories.

The Board retains the right to review and give approval for experiences that are out of province (including the continental United States) and extended off-continent studies (Category 4-5).

References

- *Administrative Procedure – Field Experiences (Trips)*

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

FIELD EXPERIENCES (TRIPS)

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Guiding Principles

The Board considers the purpose of field experiences is to enable students to participate in quality off-site learning activities that are:

- An integral part of the educational process
- Closely connected to curriculum and prescribed learning outcomes
- Relevant, effective, affordable and accessible

The Board views field experience to be an outgrowth of a school program that involves a clearly defined class or group, such as: a secondary Leadership Program, a grade 6/7 class, a group of international students, band or athletic team.

The Board believes it is of paramount importance that student field experiences are selected, planned, organized and conducted with consideration and care for:

- The safety and security of all participants
- Risk assessment and mitigation
- Protection of students, staff, volunteers and the school district from liability or harm

Eligibility criteria to participate in field experiences must be established. No eligible student may be denied access to participate in a day field experience held during instructional hours due to financial hardship. A Principal, or Board designate, may exclude a student from the activity if the student does not meet the eligibility criteria.

The Board will provide field experiences free of charge to school-age students resident in the district and enrolled in an educational program at one of its schools where attendance is mandatory and/ or assessment will take place.

The Board may charge fees for the expenses such as transportation, accommodation, meals, entrance fees and equipment rentals for optional supplementary field experiences. Efforts to minimize costs to students/parents should be evident in all field experience planning.

All details of fundraising activities and requirements for the proposed field experience must be communicated clearly to students and parents and agreed upon at the outset of the planning process.

Field experiences should occur as close to the district as is reasonable without compromising the quality of the experience.

All details of proposed field experiences must be clearly communicated to students and parents.

Field experiences should not seriously interfere with the education of neither students who remain at school nor the students who are participating on the field experience.

School sponsored field experiences are considered to be school program activities and as such are subject to both the regulations of the school and to all School District 69 (Qualicum) Board policies and administrative procedures. When other agencies (e.g., Rotary, Government of

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

FIELD EXPERIENCES (TRIPS)

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Canada) contact schools regarding opportunities for students to participate in activities sponsored by their organizations, parents should be made aware that such activities are not school field experiences.

Responsibilities Parent/Guardian Responsibilities

Parents/Guardians are responsible to determine whether their child may participate in a student field experience. In order to provide informed consent, comprehensive student field experience information that clearly describes the educational benefits and safety risks must be communicated to parents and guardians.

Student Responsibilities

Students participating in a field experience are responsible to comply with the school rules, Student Code of Conduct, Board policies, fulfill the preparatory requirements and cooperate with all supervisors.

Educator-in-Charge Responsibilities

The Educator-in-Charge is responsible to:

- Ensure the field experience is appropriately planned, authorized and organized
- Ensure parents have been provided with comprehensive student information that clearly describes the educational benefits and safety risks of the field experience
- Exercise supervision on a full-time basis
- Ensure detailed contact and trip information is left with the school Principal or designate
- Take whatever precautions are necessary to ensure the proper conduct, appropriate behaviour and safety of students.

Field Experience Supervisor Responsibilities

Supervisors (teachers, volunteers, contracted instructors) are responsible to:

- To provide supervision of students 24 hours per day
- To serve as role models to students and as ambassadors of the school district
- To conduct themselves accordingly, and within the expectations of the Board
- Alcohol or non-prescription drugs are not to be consumed while on, or before, supervising students as supervisors must be capable of reasoned judgment in case of an unexpected emergency at all times during the field experience. This expectation includes international locations where the cultural norms may vary.

Field Experience (Trip) Categories

The Board expects all Board employees responsible for planning and authorizing field experiences to be knowledgeable of the category definitions for field experiences.

Category 1 - Same Day Field Experiences

These may last up to a full day. Destinations and activities are determined by learning outcomes; examples of such field experiences are visits to museums, law courts, art galleries, nature parks, etc.

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ADMINISTRATIVE PROCEDURE

FIELD EXPERIENCES (TRIPS)

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For the purposes of this policy, local neighbourhood excursions that are based on a specific class activity/learning outcome, such as a grade 3 class going to the local park to collect leaves for an art project, or a grade 11 Physical Education class jogging in the local neighbourhood, are not considered field experiences. However, teachers must always ensure that the school Principal is aware of such neighbourhood learning activities when they are occurring and that parent consent has been granted.

Category 2 - Overnight or Outside of the Central Vancouver Island Area Field Experiences

- Overnight Field Experiences may last for one or more days and take place within the province of British Columbia. Such excursions require an additional level of approval by the Superintendent or designate.
- Outside of Central Vancouver Island Field Experiences require Superintendent or designate approval because of the travel required. Field experiences that extend beyond Central Vancouver Island, even if lasting only for the day, are classified as Category 2.

Category 3 - Higher Risk Outdoor Field Experiences

These are outdoor education based field experiences that may last up to a full day, or may last for two days or more, and entail a level of risk that is higher than activities in which students are normally engaged in at school.

These would typically be:

- Outdoor Programs where an outdoor setting is important and it becomes the classroom. Examples might include Outdoor Education and Physical Education Activities. Examples could include the Rivers, Mountains and Oceans School (ROAMS) and the Vancouver Island Student Ski Patrol Program (VISSPP).
- Outdoor Pursuits refers to activities related to self-propelled travel on land, water and snow or ice. Examples may include hiking, kayaking and surfing. The definition of outdoor pursuit includes higher risk activities, such as skiing, and extended wilderness travel. Outdoor pursuits are typically of a higher care nature and as such these environments require some more specialized awareness, planning, instruction and leadership. Outdoor pursuit does not include local ice area activities, such as skating, hockey or curling.

Category 4 - Out of Province (Canada and Continental United States)

These field experiences involve travel outside of British Columbia, but within Canada or the continental United States and last typically for 5-14 days, such as cultural and linguistic exchanges where students travel outside B.C. to be immersed in the language and culture of another area. Examples could include French Immersion Grade 7 student exchange with a Quebec school and an international student trip to Seattle.

Category 5 - Extended Off-Continent Field Experiences

These comprise travel to foreign countries for the purpose of broadening students' understanding of other cultures and of helping them to see their relationship in the world as a Canadian. Extended Off-Continent Field Experiences include excursions during Spring Break.

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

FIELD EXPERIENCES (TRIPS)

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Excursions During the Non-Instructional Year (school closure in June to school opening in September)

Excursions planned for the non-instructional period of the year (typically the months of July and August) will be supported as school-sponsored field experiences provided all requisite field experience policies, guidelines, and approval processes have been followed.

Teachers, or other Board employees, who participate in a supervisory role during non-instructional year excursions do so as volunteers, without salary compensation or the expectation of time in lieu.

Liability insurance coverage under the School Protection Plan does extend to any Board employee or volunteer acting in a supervisory capacity during the non-instructional year provided the excursion is a school-sponsored field experience and all requisite field experience policies have been followed.

Inappropriate Field Experiences

Field experiences may be deemed to be inappropriate by either the school administrator, or the Board designate.

Inappropriate field experiences are characterized as those that may involve:

- Activities that have inordinate risk for serious injury
- Dangers that cannot be overlooked regardless of their attention to risk and planning (such as supervision ratios, equipment, instruction and supervisors/ instructors experience and training)
- Age or developmentally inappropriate for activities for students, individually or as a group
- Inordinate expense or excessive absence from school
- Travel to areas where Foreign Affairs Canada has published a travel advisory
- Compliance issues with the policies and procedures of the Board

References

- *Board Policy 5020 – Field Experiences (Trips)*