

**MINUTES OF THE REGULAR BOARD MEETING HELD AT  
SK'AADGAA NAAY ELEMENTARY ON JANUARY 26, 2016**

**PRESENT WERE:** Elizabeth Condrotte, Chairperson  
Kim Goetzinger, Trustee  
Denise Husband, Trustee  
Wilson Brown, Trustee  
Harmony Williams, Trustee

**ALSO PRESENT:** Angus Wilson, Superintendent of Schools  
Shelley Sansome, Secretary Treasurer

**MEMBERS OF THE PUBLIC:**

Leighann Rodger  
Maureen Benoit  
Fran Fowler  
Rick MacDonald  
Cairns Ives  
Vicki Ives  
Mike Garrett

**1. Call to Order**

Chair Condrotte called the meeting to order at 1901 hours and acknowledged that the meeting was held on the traditional territory of the Haida Nation. The Board acknowledged a recent death of a Skidegate resident with a moment of silence.

**2. Approval of Agenda**

R16012601 MOTION BY KIM GOETZINGER  
SECONDED BY DENISE HUSBAND

THAT the agenda be approved with the following amendments:

- Move delegations presentation to next item on agenda;
- Add 6.3 Portfolio Change;
- Add 6.4 Strategic Planning Session;
- Add 6.5 Meeting Schedule;
- Delete 7.4 Ski Trip Application.

MOTION CARRIED

**3. Delegations/Presentations**

**3.1 Sk'aadgaa Naay Elementary**

Sk'aadgaa Naay Elementary School Teacher Marcie Watkins and a few of her primary students shared their eagle camera project with the Board of Education. Haida Language Teacher Joan Moody and Haida Elder Laura Germainien supported the students' presentation in Haida.

### **3.2 Community User Groups**

A number of members of the public informed the board of their concern regarding policy that prevents them from using school gymnasiums after hours for a variety of activities due to the insurance requirement. The Board of Education of School District No. 50 (Haida Gwaii) informed the public that the School Protection Program does not provide liability coverage for user groups; therefore, each group must provide a copy of their liability insurance certificate to reserve space in the schools outside of instructional time.

### **4. Approval of Minutes**

R16012602 MOTION BY WILSON BROWN  
SECONDED BY HARMONY WILLIAMS

THAT the minutes of the regular meeting of December 15, 2015 be approved as presented.

MOTION CARRIED

### **5. Reports**

#### **5.1 Report from Chair**

The Board of Education of School District No. 50 (Haida Gwaii) received and filed the Chairperson's written report.

#### **5.2 Trustee Reports**

- Trustee Goetzinger reported on her attendance at a Skidegate community meeting, a labour management meeting with CUPE Local 2020, a winter festival at Queen Charlotte Secondary School, a community planning meeting focusing on mental health, and governance training. Trustee Goetzinger requested an official name change for Queen Charlotte Secondary School be added to the February board meeting agenda.

R16012603 MOTION BY KIM GOETZINGER  
SECONDED BY HARMONY WILLIAMS

THAT the Board of Education of School District No. 50 (Haida Gwaii) receive and file an emailed response from the Ministry of Forests, Lands and Natural Resource Operations regarding the proposed logging surrounding Mt. Moresby Adventure Camp.

MOTION CARRIED

- Trustee Husband reported on her attendance at the Queen Charlotte Secondary School Parent Advisory Council meeting and shared the following highlights: discussion regarding food rations available in the event of an emergency evacuation, PAC to provide \$1,000 funding to offset field trip costs for students who are unable to pay, installation of a defibrillator outside of school for community use, school plan progress, upcoming duty to report training and new curriculum training, upcoming Early Learning Forum, and literacy support.

- Trustee Brown reported on his visits to classrooms and schools in Masset and conceiving new methods to involve parents in the school and district decision-making processes.
- Trustee Williams reported on her work to re-format the policy manual and cross-referencing policies with legislation to simplify the manual. She reminded the Board of the upcoming Unite Haida Gwaii conference to be held on February 4, 2016 and reported on receipt of many emails.

### **5.3 Superintendent of Schools' Report**

The Superintendent of Schools reported on his meeting with Skidegate Band Council representatives, a Haida language meeting, an assessment conference call, a technology committee meeting, a presentation at the University of British Columbia for potential student teachers, Strong Start funding conference calls, discussions with the Village of Masset, an upcoming student learning meeting in Terrace, and work on district policies.

### **5.4 Secretary Treasurer's Report**

The Secretary Treasurer reported on her work on the 2015/2016 Amended Budget, employment contracts, a labour management meeting, a conference call regarding upcoming changes available through the district accounting software provider, a conference call regarding facilities management, a conference call regarding student transportation, recruitment of six temporary positions, leave of absence management and confidential personnel matters.

### **5.5 Trustee Expenditure Report**

R16012604 MOTION BY WILSON BROWN  
SECONDED BY HARMONY WILLIAMS

THAT the Board of Education of School District No. 50 (Haida Gwaii) receive and file the Trustee expenditure report for the month of December 2015.

MOTION CARRIED

## **6. Strategic and Policy Issues**

### **6.1 Aboriginal Education Symposium**

R16012605 MOTION BY KIM GOETZINGER  
SECONDED BY HARMONY WILLIAMS

THAT the Board of Education of School District No. 50 (Haida Gwaii) recommends Trustees and staff attend the Aboriginal Education Symposium hosted by the Prince George School District on February 25, 2016.

MOTION CARRIED

### **6.2 User Groups Insurance Requirements**

R16012606 MOTION BY DENISE HUSBAND  
SECONDED BY WILSON BROWN

THAT the Board of Education of School District No. 50 (Haida Gwaii) investigate the possibility of insuring user groups at Queen Charlotte Secondary School to a maximum of \$1,000 for a one-month period with the cost to be recovered by the user groups.

MOTION DEFEATED

### **6.3 Portfolio Changes**

R16012607 MOTION BY KIM GOETZINGER  
SECONDED BY DENISE HUSBAND

THAT the Board of Education of School District No. 50 (Haida Gwaii) add Community Relations Liaison to the Trustee Portfolio List with Trustee Goetzinger as the Board representative and Trustee Brown as her Alternate.

MOTION CARRIED

R16012608 MOTION BY KIM GOETZINGER  
SECONDED BY DENISE HUSBAND

THAT the Board of Education of School District No. 50 (Haida Gwaii) add Sexual Orientation to the Trustee Portfolio List with Trustee Husband as the Board representative and Trustee Goetzinger as her Alternate for the remainder of the year.

MOTION CARRIED

### **6.4 Strategic Planning**

R16012609 MOTION BY WILSON BROWN  
SECONDED BY KIM GOETZINGER

THAT the Board of Education of School District No. 50 (Haida Gwaii) initiate a strategic planning process with the first meeting to be held on February 6, 2016 beginning at 10:00 am at the Port Clements Multiplex.

MOTION CARRIED

### **6.5 Board Meeting Schedule**

R16012610 MOTION BY HARMONY WILLIAMS  
SECONDED BY KIM GOETZINGER

THAT the Board of Education of School District No. 50 (Haida Gwaii) move the in-camera board meetings to the Monday prior to the scheduled regular board meetings with the option to meet via teleconference beginning at 6:00 pm.

MOTION CARRIED

## **7. Operational Issues**

### **7.1 December Finance Voucher**

R16012611 MOTION BY KIM GOETZINGER  
SECONDED BY DENISE HUSBAND

THAT the Board of Education of School District No. 50 (Haida Gwaii) receives and files the Accounts Payable and Payroll for December 2015.

MOTION CARRIED

## **7.2 Amended Annual Budget**

R16012612 MOTION BY KIM GOETZINGER  
SECONDED BY HARMONY WILLIAMS

THAT the Board of Education of School District No. 50 (Haida Gwaii) adopts that the Amended Annual Budget Bylaw 2015/2016 in the amount of \$11,780,111 be given first reading.

MOTION CARRIED

R16012613 MOTION BY DENISE HUSBAND  
SECONDED BY WILSON BROWN

THAT the Board of Education of School District No. 50 (Haida Gwaii) adopts that the Amended Annual Budget Bylaw 2015/2016 in the amount of \$11,780,111 be given second reading.

MOTION CARRIED

R16012614 MOTION BY KIM GOETZINGER  
SECONDED BY DENISE HUSBAND

THAT the Board of Education of School District No. 50 (Haida Gwaii) give unanimous consent to read the Amended Annual Budget Bylaw 2015/2016 in the amount of \$11,780,111 a third time at the current board meeting.

MOTION CARRIED

R16012615 MOTION BY KIM GOETZINGER  
SECONDED BY HARMONY WILLIAMS

THAT the Board of Education of School District No. 50 (Haida Gwaii) adopts that the Amended Annual Budget Bylaw 2015/2016 in the amount of \$11,780,111 be given third and final reading.

MOTION CARRIED

## **7.3 Tsunami Evacuation Busses**

The Board of Education of School District No. 50 (Haida Gwaii) discussed tsunami evacuation options for Tahayghen Elementary and George M. Dawson Secondary Schools and the need to continue exploring viable opportunities and community partnerships.

## **8. Questions from the public**

The Board of Education and members of the public held a question and answer period. The following agenda items were discussed:

- Community involvement challenges;
- Evacuation plan timelines;
- Ability for all stakeholders to lobby government for funding.

**9. Adjournment**

RI6012616 MOTION BY KIM GOETZINGER

THAT the Board of Education of School District No. 50 (Haida Gwaii) adjourns the Regular Board meeting at 2136 hours.

MOTION CARRIED

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Secretary Treasurer

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Chairperson

**From:** Angus Wilson [awilson@sd50.bc.ca](mailto:awilson@sd50.bc.ca)   
**Subject:** FW: Premier's Award Presentation  
**Date:** February 15, 2016 at 1:51 PM  
**To:** Shelley Sansome [ssansome@sd50.bc.ca](mailto:ssansome@sd50.bc.ca)

AW

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**From:** Alicia Yip [<mailto:ayip@dashbc.ca>]  
**Sent:** January 20, 2016 11:39 AM  
**To:** [awilson@sd50.bc.ca](mailto:awilson@sd50.bc.ca)  
**Subject:** Premier's Award Presentation

Hi Angus,

I am contacting you today in regards to the After School Sport and Arts Initiative (ASSAI). The ASSAI recently received a 2015 Premier's Award for Innovation. On behalf of DASH BC and the Province of British Columbia, our Board Member, Jennifer White, would like to personally present the award to your district in recognition of your contribution to the ASSAI. Haida Gwaii has been running the program since 2010 and currently offer 900 program spaces to students across the district.

More information on the ASSAI can be found here: <http://dashbc.ca/what-we-do/programs-initiatives/after-school-sport-and-arts-initiative/>

Please let me know if you or a representative of SD50 would be available for this presentation in the last 2 weeks of February and do not hesitate to contact me with any questions.

Kind regards,  
Alicia



**Alicia Yip**  
Operations Coordinator

T: 604.681.0600 EXT 230  
F: 604.681.0602

530-510 Burrard St, Vancouver, BC V6C 3A8

**PARTNERING *for* HEALTHIER SCHOOLS**

[www.dashbc.ca](http://www.dashbc.ca)



TRUSTEE EXPENDITURE REPORT

AS OF January 31, 2016

	January	Year-To-Date	Budget	Available	% Spent
4-40-19000	4,418.92	28,442.02	53,400.00	24,957.98	53%
4-40-20000	78.83	509.23	-	(509.23)	0%
4-40-34000	3,263.15	13,732.91	30,000.00	16,267.09	46%
4-40-37000		6,822.21	10,000.00	3,177.79	68%
4-40-39000		0.00	1,200.00	1,200.00	0%
4-40-42005		4,249.05	-	(4,249.05)	0%
4-40-43000		0.00	-	-	0%
4-40-51000		275.34	15,000.00	14,724.66	2%
4-40-58000		0.00	2,000.00	2,000.00	0%
<b>Total</b>	<b>7,760.90</b>	<b>54,030.76</b>	<b>111,600.00</b>	<b>57,569.24</b>	<b>48%</b>



# SCHOOL DISTRICT 50 STRATEGIC PLAN



'Everything is Connected' (Haida Versions)

2016-2021

## Forming the plan

The Board of Education of School District 50 envisions our island community working together to support student success in all our schools and communities. To accomplish this, we have created this Strategic Plan –with your input– to better steer our District forward. Our vision is an educational community that fosters dignity, resilience, and personal success for all students. To this end, we have established broad goals for the District to work with.

### Goals

School District 50 is an amazing and unique place to have the opportunity to learn! We embrace this special place and character in our goals, and acknowledge the challenges of our remote location as well.

- ◆ Continue to support all our students to be successful through building relationships and connections at all levels
- ◆ Address issues of isolation and remoteness, and ensure that these do not limit our student's opportunities, support, and success in whatever field their future takes them.
- ◆ Create curious, resilient, and flexible learners able to successfully navigate the challenges of the 21st century.

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*'Our vision is an educational community that fosters dignity, resilience, and personal success for all students.'*

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Building our Canoe—together.

## School District 50

School District 50 is one of the smallest districts in BC, with fewer than 600 students in BC's most westerly schools. But we offer unparalleled opportunities to students and staff alike! SD50 is a unique and exciting place to learn.



## Schools of Haida Gwaii

School District 50 is a small district, with just six schools spread across a large area. Each school is a unique campus within our school family.

Tahayghen Elementary in Masset offers Haida Partial Immersion in primary grades and provides space to NWCC and Haida Gwaii Rec

George M Dawson Secondary features our first award winning greenhouse and comprehensive secondary programming

Port Clements Elementary shares a modern multiplex building with VIRL, the Village, and other user groups

Sk'aadgaa Naay Elementary is our largest elementary school, featuring Haida partial immersion in primary as well as French Immersion.

Queen Charlotte Secondary is our largest secondary school, and features a broad range of programming and BC's largest solar panel array on a school building.

Agnes L Mathers Elementary Secondary operates both as a traditional elementary school and an alternative outreach secondary programme provider.

## Objectives—Exploring Our Goals

**Continue to support all our students to be successful through building relationships and connections at all levels.**

- Support Place Based and Culturally Responsive Educational Pedagogy
- Train staff to better connect with students
- Work on partnerships with communities and organisations across the islands

**Address issues of isolation and remoteness, and ensure that these do not limit our student's opportunities, support, and success in whatever field their future takes them.**

- Work with our communities on issues around transportation and other partnership possibilities
- Innovative responses to declining enrolment
- Advocate for better access to the resources of the 21st century

**Create curious, resilient, and flexible learners able to successfully navigate the challenges of the 21st century.**

- Encourage and facilitate teacher growth through the Teacher Collaboration Project, District and Provincial Initiatives
- Promote diverse learning and learning environments, including a commitment to outdoor education, sports, fine arts, and other growth experiences
- Ensure students receive the intellectual, emotional, and life skills supports they need to succeed

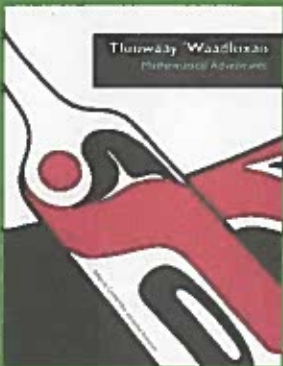


## Culturally Responsive Education

In School District 50, we recognise the unique environment we are blessed to inhabit. We encourage our teachers to utilize our local place and culture in all aspects of the curriculum.

For example, a Marine Biology 12 class explores the intertidal zone learning the Haida names for the creatures there; an elementary math class might extrapolate the blades of grass on a field by grid calculation; or a grade 9 English class could interview elders for a school wide narrative.

We have published a series of award winning



books, such as *Taan's Moons* and *Tluu Waadluxan*. These books are inspiring teachers and students across BC.



Thinking Inside the Box at Tahayghen!

## A Rich Heritage, a Promising Future

School District 50 is honoured to call Haida Gwaii home. We benefit from our close relationship to its culture, its resources, and its history. The Board of Education wishes to see Haida Language and Culture at the heart of what we do in SD 50. As such, we are committed to:

- ◆ Continue to fund Haida as a core second language in grades 5-8
- ◆ Offering English First Peoples 10 exclusively
- ◆ Supporting external language organisations across Haida Gwaii
- ◆ Expanding opportunities for Haida Partial Immersion
- ◆ Connecting with artists, story tellers, and other role models to promote traditional and modern skills with our students
- ◆ Ensuring all classes embrace local content and relevant resources
- ◆ Continue to refine our commitment to our Enhancement Agreement and other partnerships



## Moving forward

There is great work happening in School District 50, and much more to come! Accompanying this document is our Operational Plan, an extensive look at our specific plans for our schools, our budget process, our policy manual, and other important items.

At the core of this, is our commitment to make sure the District's resources are focused on student achievement. To this end, we want to ensure the best pedagogy, materials and resources, and technological innovations available to staff and students across the District. This means sound fiscal policy, reducing and streamlining our policies and procedures, and giving principals and teachers access to resources to continue to innovate.

The Board of Education also has plans around our physical buildings and the future direction of education on Haida Gwaii. Again, details can be found in our Five Year Operational Plan.

## A Community Working Together

As we move ahead, we want to hear from you. This is a living document, and as such we will continue to adjust the course of our District as we receive your feedback.

*'Everything is connected'* (Haida Versions)

## Contact Us

Give us a call for more information or your feedback:

**School District No. 50  
(Haida Gwaii)**  
107 3rd Ave.  
Queen Charlotte BC  
V0T 1S0  
(250) 559 8471

[trustees@sd50.bc.ca](mailto:trustees@sd50.bc.ca)

Visit us on the web at  
[www.sd50.bc.ca](http://www.sd50.bc.ca)

**School District No. 50 (Haida Gwaii)**  
4701 3rd Ave  
Queen Charlotte, BC V0T 1S0





**BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 50  
(HAIDA GWAI)**

**BUDGET PROCESS FOR 2016/2017**

**On-Line Consultation** (survey available at [www.sd50.bc.ca](http://www.sd50.bc.ca))

Thursday, February 11

Survey distributed

Friday, April 1

Survey concludes

**District Funding Announcement**

Friday, March 11

2016/2017 Preliminary Operating Grant Information

**Lunch Box Meetings**

Friday, March 11

All welcome

12:00 – 1:00

QCSS, Queen Charlotte

Monday, March 14

All welcome

12:00 – 1:00

GMD, Masset

Tuesday, March 15

All welcome

12:00 – 1:00

PCES, Port Clement

Wednesday, March 16

All welcome

11:55 – 12:55

SNES, Skidegate

Thursday, March 17

All welcome

12:00 – 1:00

ALM, Sandspit

**Management Meeting – Draft Budget**

Tuesday, March 29

Exempt/PVP

10:00 – 2:00

District Admin Office

Tuesday, March 29

Trustees/Exempt

1:00 – 4:00

District Admin Office

**Budget & Strategic Plan Presentations**

Monday, April 11

All welcome

7:00 pm

SNES, Skidegate

Tuesday, April 12

All welcome

7:00 pm

GMD, Masset

**Ratify Budget**

Tuesday, May 24

Board Meeting

7:00 PM

PCES, Port Clements

## POLICY 3400

### FRENCH IMMERSION

Recommended February 2010

Revised October 2015

#### **POLICY**

The Board of Education provides for instruction in early French Immersion beginning in first year primary where enrolment is sufficient to warrant the establishment of a class or classes. Staffing shall be on an equitable basis with regular programs. Due to the very small scale of the District, close regulations will be followed in the establishment and/or continuation of French Immersion.

#### **PROCEDURES**

- By March 31<sup>st</sup> of a school year the school or district will survey community for interest at the determination of the Superintendent. This will be done via written and/or electronic surveys.
- Where possible, classes will remain together as a cohort moving from primary to intermediate. Additional late entering students will only be considered on a case by case basis by the school Principal and Immersion teacher. There is no requirement to accept them into the cohort.
- Classes will be created if 20 or more students enroll in June for the following school year.
- Classes will be closed down if the number enrolled is below 12 by Sept 30. Should the enrollment become insufficient, (below 12) the school district will consult parents to find solutions. If there is no resolution then the district shall give the remainder of the year as notice of any changes to parents to permit full discussion and allow parents time to consider alternatives. Classes below 12 for the next projected year will not be opened.
- Students completing grade 6 may be transitioned to grade 7 in a regular English programme. Determination of the make up of grade 7 classes rests with the Principal.
- Regardless of any offering of early French Immersion in Elementary School, there will be no programme offered to grades 7-12 in the District.
- It is the parent's responsibility to transport their child to the school or appropriate bus line if they live outside of the regular catchment area of that school.
- Students in grades 1-3 will receive their instruction in French.
- Students in grades 4-6 will receive 20-25% of their instruction in English.
- Grade 4 students will undertake the Foundation Skills Assessment or similar provincially mandated exams in English.

sd50 2015-10-6 8:24 AM

**Deleted:** for a maximum of a three grade split

sd50 2015-10-6 8:25 AM

**Deleted:** will

**FINANCE VOUCHER**

**REGULAR BOARD MEETING**

**BOARD MEETING:**

February 23, 2016

**AGENDA ITEM:**

**Finance Voucher      January 31, 2016**

The list of accounts payable is attached for your information. The following is a summary of accounts.

A/P Cheques Computer Generated	January 31, 2016	\$206,234.81	
ePayments	January 31, 2016	\$233,050.56	
Quick Pays	January 31, 2016	\$166,418.17	
<b>TOTAL Accounts Payable.....</b>	<b>January 31, 2016</b>		<b>\$605,703.54</b>
Teachers	15-Jan	\$87,000.00	
AO/Exempt	15-Jan	\$27,920.00	
Teachers	29-Jan	\$111,611.51	
AO/Exempt	29-Jan	\$36,928.83	\$263,460.34
CUPE	9-Jan	\$38,861.81	
Casuals	9-Jan	\$6,627.24	
TOC's	9-Jan	\$5,892.53	
CUPE	23-Jan	\$52,243.54	
Casuals	23-Jan	\$8,694.43	
TOC's	23-Jan	\$10,651.35	
			\$122,970.90
<b>TOTAL Payroll.....</b>	<b>January 31, 2016</b>		<b>\$386,431.24</b>
<b>TOTAL A/P and Payroll</b>			<b>\$992,134.78</b>

**RECOMMENDATION:**

1. THAT the Board of School Trustees receive for information Accounts Payable and Payroll totaling \$992,134.78 for the month of January

**SCHOOL DISTRICT NO. 50**  
**CHEQUE REGISTER AS OF JANUARY 31, 2016**

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
56539	1/7/2016	Laurie Chisholm	\$ 169.00
56540	1/7/2016	Crisis Prevention Institute, I	\$ 350.00
56541	1/7/2016	DNA Fire Doctors Inc.	\$ 6,467.78
56542	1/7/2016	Judy Foster	\$ 169.00
56543	1/7/2016	Great-West Life	\$ 492.11
56544	1/7/2016	Great West Life	\$ 1,158.01
56545	1/7/2016	Haida Gwaii Museum	\$ 247.50
56546	1/7/2016	London Life Insurance Company	\$ 1,362.88
56547	1/7/2016	NHA - Corporate	\$ 4,700.00
56548	1/7/2016	Pitney Bowes Leasing	\$ 50.23
56549	1/7/2016	Joe Precourt	\$ 169.00
56550	1/7/2016	Toby Sanmiya	\$ 100.00
56551	1/7/2016	SSQ INSURANCE COMPANY	\$ 36.60
56552	1/7/2016	Receiver General	\$ 460.05
56553	1/7/2016	Super Valu Store No. 43	\$ 16.41
56554	1/7/2016	Katherine Wall	\$ 169.00
56555	1/7/2016	Wendy Watts	\$ 650.00
56556	1/7/2016	Zep Sales & Services of Canada	\$ 1,388.32
56557	1/14/2016	BC Hydro & Power Authority	\$ 6,074.14
56558	1/14/2016	City Centre Stores LTD.	\$ 8.48
56559	1/14/2016	Haida Gwaii Recreation Commission	\$ 90,000.00
56560	1/14/2016	John B. Hall Law Corp.	\$ 364.91
56561	1/14/2016	Jump Math	\$ 68.25
56562	1/14/2016	Pitneyworks	\$ 31.70
56563	1/14/2016	Raven Ann Potschika	\$ 50.00
56564	1/14/2016	Roger Stoltzfus	\$ 180.00
56565	1/14/2016	Toby Sanmiya	\$ 100.00
56566	1/14/2016	Skidegate Band Council	\$ 39,000.00
56567	1/14/2016	Super Valu Store No. 43	\$ 141.75
56568	1/14/2016	Telus Commuications Company	\$ 48.31
56569	1/14/2016	Westpoint Automotive	\$ 70.45
56570	1/21/2016	Minister of Finance	\$ 120.75
56571	1/21/2016	City Centre Stores LTD.	\$ 23.55
56572	1/21/2016	Knotty Yew Services Kris Olsen	\$ 1,312.50
56573	1/21/2016	Sandra Larose	\$ 13.78
56574	1/21/2016	NHA - Corporate	\$ 4,700.00
56575	1/21/2016	Kristi Schmitz	\$ 500.00
56576	1/21/2016	Telus Commuications Company	\$ 2,522.33
56577	1/21/2016	The Masset Rollergirls	\$ 50.00
56578	1/21/2016	Westpoint Automotive	\$ 43.26



**SCHOOL DISTRICT NO. 50**  
**CHEQUE REGISTER AS OF JANUARY 31, 2016**

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
56579	1/21/2016	X10 Networks	\$ 29,752.51
56580	1/21/2016	Audrey Putterill	\$ 13.78
56581	1/28/2016	Aerie Baker - April Johnson	\$ 175.00
56582	1/28/2016	BC CASE	\$ 300.00
56583	1/28/2016	Bank of Montreal	\$ 104.44
56584	1/28/2016	Coquitlam School District	\$ 545.00
56585	1/28/2016	Great-West Life	\$ 493.77
56586	1/28/2016	Great West Life	\$ 1,166.94
56587	1/28/2016	Gwaii Trust Society	\$ 300.00
56588	1/28/2016	Shelly Crack-NHGHHC	\$ 168.63
56589	1/28/2016	Jack Littrell Photography	\$ 220.00
56590	1/28/2016	Lavoie's Family Farm	\$ 50.00
56591	1/28/2016	London Life Insurance Company	\$ 1,413.49
56592	1/28/2016	Skeena Sight and Sound	\$ 97.35
56593	1/28/2016	Skidegate Inlet Adult Day Prog	\$ 100.00
56594	1/28/2016	SSQ INSURANCE COMPANY	\$ 36.60
56595	1/28/2016	Receiver General	\$ 486.81
56596	1/28/2016	Telus Commuications Company	\$ 5,023.20
56597	1/28/2016	Tinkerine 3D Print Systems Ltd	\$ 2,150.66
56598	1/28/2016	Westpoint Automotive	\$ 56.58
<b>TOTALS</b>			<b>\$ 206,234.81</b>

**SCHOOL DISTRICT NO. 50**  
**eREGISTER AS OF JANUARY 31, 2016**

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
1/7/2016	Apple Canada Inc. C3120	8234	\$ 1,320.48	7237
1/7/2016	Bandstra Transportation	8235	\$ 809.96	7237
1/7/2016	BC Principals & Vice Principals' Association	8236	\$ 691.25	7237
1/7/2016	BC School Trustees Association	8237	\$ 1,050.00	7237
1/7/2016	BC Teachers' Federation	8238	\$ 6,494.16	7237
1/7/2016	BC Teachers' Federation	8239	\$ 5,998.26	7237
1/7/2016	Jaskwaan Amanda Bedard	8240	\$ 193.75	7237
1/7/2016	British Columbia Safety Authority	8241	\$ 1,840.00	7237
1/7/2016	Coastal Propane Inc.	8242	\$ 21,539.34	7237
1/7/2016	Craven Huston Powers Architects	8243	\$ 5,646.12	7237
1/7/2016	CUPE - Local 2020	8244	\$ 2,461.29	7237
1/7/2016	Delmas Co-Operative	8245	\$ 47.30	7237
1/7/2016	Directdial.Com	8246	\$ 336.00	7237
1/7/2016	Dr. Rob Baker, Inc.	8247	\$ 300.00	7237
1/7/2016	Eagle Transit LTD.	8248	\$ 656.25	7237
1/7/2016	Grand & Toy	8249	\$ 88.17	7237
1/7/2016	Graydon Security Systems	8250	\$ 314.50	7237
1/7/2016	Haida Gwaii Teachers' Association	8251	\$ 2,192.95	7237
1/7/2016	Haida Gwaii PVPA Association	8252	\$ 145.30	7237
1/7/2016	Island Blue Print Co. LTD.	8253	\$ 44.91	7237
1/7/2016	Krueger, Tanya	8254	\$ 91.00	7237
1/7/2016	Livres Adanac	8255	\$ 674.82	7237
1/7/2016	Sian Nallaweg	8256	\$ 169.00	7237
1/7/2016	Netlink Computer Inc.	8257	\$ 240.80	7237
1/7/2016	North Arms Transportation LTD.	8258	\$ 10,213.05	7237
1/7/2016	Points West Audio Visual	8259	\$ 420.00	7237
1/7/2016	Purolator Courier LTD.	8260	\$ 266.54	7237
1/7/2016	Rocky's Equipment Sales LTD.	8261	\$ 31.05	7237
1/7/2016	Rootham Services Group Incl	8262	\$ 185.85	7237
1/7/2016	Kathy Salanski	8263	\$ 91.00	7237
1/7/2016	Sinclair Supply Ltd.	8264	\$ 212.49	7237
1/7/2016	Skeena - Q C Regional District	8265	\$ 47.00	7237
1/7/2016	Tlc Automotive Services LTD.	8266	\$ 2,052.69	7237
1/7/2016	Vereburn Supply Ltd.	8267	\$ 137.98	7237
1/7/2016	Village Of Port Clements	8268	\$ 1,075.78	7237
1/7/2016	Roberta Wagenstein	8269	\$ 169.00	7237
1/7/2016	Xerox Canada Ltd.	8270	\$ 1,240.51	7237
1/7/2016	Administrative Officers Pro D	8271	\$ 1,400.00	7237
1/7/2016	Catherine Baran	8272	\$ 40.56	7237
1/7/2016	Noel J Bellis	8273	\$ 363.86	7237
1/7/2016	Josina Davis	8274	\$ 65.72	7237
1/7/2016	Vicki D. Ives	8275	\$ 250.00	7237
1/7/2016	Joint Professional Development	8276	\$ 3,424.87	7237
1/7/2016	Jennifer Parser	8277	\$ 189.00	7237
1/7/2016	Leighann Rodger	8278	\$ 461.82	7237
1/7/2016	Shelley Sansome	8279	\$ 474.83	7237
1/7/2016	Ryan Brown	8280	\$ 563.06	7239
1/14/2016	518387 BC Ltd.	8281	\$ 3,081.00	7247

**SCHOOL DISTRICT NO. 50**  
**eREGISTER AS OF JANUARY 31, 2016**

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
1/14/2016	Aaron-Mark Services	8282	\$ 754.19	7247
1/14/2016	Atwell Family Foods	8283	\$ 207.98	7247
1/14/2016	Big Red Enterprises LTD.	8284	\$ 2,520.50	7247
1/14/2016	Charlotte Island Tires LTD.	8285	\$ 378.10	7247
1/14/2016	Delmas Co-Operative	8286	\$ 1,235.42	7247
1/14/2016	Alicia Embree	8287	\$ 950.00	7247
1/14/2016	Family Services Of Greater Vancouver	8288	\$ 3,382.27	7247
1/14/2016	Grand & Toy	8289	\$ 16.77	7247
1/14/2016	Graydon Security Systems	8290	\$ 314.50	7247
1/14/2016	Island Blue Print Co. LTD.	8292	\$ 109.15	7247
1/14/2016	North Coast Supply Co. LTD.	8293	\$ 53.75	7247
1/14/2016	Northern Industrial Sales	8294	\$ 202.05	7247
1/14/2016	Spectrum Educational Supplies LTD.	8295	\$ 92.96	7247
1/14/2016	Tlc Automotive Services LTD.	8296	\$ 222.05	7247
1/14/2016	Wiggy's	8298	\$ 42.00	7247
1/14/2016	Xerox Canada Ltd.	8299	\$ 1,974.24	7247
1/14/2016	Marissa Jones	8300	\$ 11.66	7247
1/14/2016	Corrine J. McGuffie	8301	\$ 17.00	7247
1/14/2016	Tina Ooishi	8302	\$ 13.58	7247
1/14/2016	Port Clements School Principal in Trust	8303	\$ 84.07	7247
1/14/2016	Queen Charlotte School Principals in Trust	8304	\$ 150.00	7247
1/14/2016	Tahayghen Principal's IN Trust	8305	\$ 500.00	7247
1/14/2016	Calvin Westbrook	8306	\$ 27.75	7247
1/14/2016	Joanne Yovanovich	8307	\$ 143.36	7247
1/21/2016	Atwell Family Foods	8308	\$ 155.00	7250
1/21/2016	Bandstra Transportation	8309	\$ 128.23	7250
1/21/2016	Black Press Ltd.	8310	\$ 75.10	7250
1/21/2016	Cardinal Coach Lines ULC	8311	\$ 56,354.43	7250
1/21/2016	Delmas Co-Operative	8312	\$ 803.87	7250
1/21/2016	Industrial Alliance	8313	\$ 92.98	7250
1/21/2016	Island Blue Print Co. LTD.	8314	\$ 580.01	7250
1/21/2016	Morneau Shepell Ltd.	8315	\$ 1,712.39	7250
1/21/2016	North Arms Transportation LTD.	8316	\$ 1,978.50	7250
1/21/2016	Port Air Cargo	8317	\$ 84.00	7250
1/21/2016	Purolator Courier LTD.	8318	\$ 50.69	7250
1/21/2016	Rootham Services Group Incl	8319	\$ 385.35	7250
1/21/2016	School Specialty Canada	8320	\$ 649.37	7250
1/21/2016	Skeena - Q C Regional District	8321	\$ 40.00	7250
1/21/2016	Strong Nations	8322	\$ 3,819.91	7250
1/21/2016	Telus Communications (Bc) Inc.	8323	\$ 24,349.19	7250
1/21/2016	Tlc Automotive Services LTD.	8324	\$ 42.24	7250
1/21/2016	Village Of Masset	8325	\$ 647.00	7250
1/21/2016	Roberta Wagenstein	8326	\$ 27.56	7250
1/21/2016	Wintergreen Learning Materials	8327	\$ 315.15	7250
1/21/2016	Xerox Canada Ltd.	8328	\$ 369.02	7250
1/21/2016	Dennis S. Baran	8329	\$ 627.92	7250
1/21/2016	Behn Cochrane	8330	\$ 34.08	7250
1/21/2016	Josina Davis	8331	\$ 22.26	7250
1/21/2016	J. Kim Goetzinger	8332	\$ 542.62	7250
1/21/2016	Vicki D. Ives	8333	\$ 40.36	7250
1/21/2016	Angus W.R. Wilson	8334	\$ 166.75	7250
1/23/2016	Atwell Family Foods	8335	\$ 54.60	7257

**SCHOOL DISTRICT NO. 50**  
**eREGISTER AS OF JANUARY 31, 2016**

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
1/28/2016	BC Principals & Vice Principals' Association	8336	\$ 691.25	7257
1/28/2016	BC Teachers' Federation	8337	\$ 6,213.58	7257
1/28/2016	BC Teachers' Federation	8338	\$ 6,312.95	7257
1/28/2016	British Columbia Safety Authority	8339	\$ 142.00	7257
1/28/2016	CUPE - Local 2020	8340	\$ 2,553.12	7257
1/28/2016	Delmas Co-Operative	8341	\$ 360.20	7257
1/28/2016	Eecol Electric Company	8342	\$ 478.81	7257
1/28/2016	Grand & Toy	8343	\$ 117.59	7257
1/28/2016	Haida Gwaii Teachers' Association	8344	\$ 2,222.12	7257
1/28/2016	Hecate 'Junk It'	8345	\$ 459.38	7257
1/28/2016	Haida Gwaii PVPA Association	8346	\$ 235.26	7257
1/28/2016	Morneau Shepell Ltd.	8347	\$ 1,712.39	7257
1/28/2016	North Coast Supply Co. LTD.	8348	\$ 27.99	7257
1/28/2016	Points West Audio Visual	8349	\$ 60.00	7257
1/28/2016	Pebt, IN Trust	8350	\$ 5,228.30	7257
1/28/2016	SCS Materials Engineers Ltd.	8351	\$ 4,075.52	7257
1/28/2016	Skeena - Q C Regional District	8352	\$ 15.00	7257
1/28/2016	Sportfactor Inc.	8353	\$ 432.69	7257
1/28/2016	Supreme Office Products	8354	\$ 1,057.72	7257
1/28/2016	Village Of Queen Charlotte	8355	\$ 2,278.35	7257
1/28/2016	Administrative Officers Pro D	8356	\$ 1,400.00	7257
1/28/2016	Joint Professional Development	8357	\$ 1,809.40	7257
1/28/2016	Kimberley P. Madore	8358	\$ 56.93	7257
1/28/2016	Queen Charlotte School Principals in Trust	8359	\$ 600.00	7257
1/28/2016	Sk'aadgaa Naay Elementary Principals in Trust	8360	\$ 700.00	7257
1/28/2016	Robert Vogstad	8361	\$ 25.00	7257
1/29/2016	Judy Hadcock	8291	\$ 3,675.00	7247
1/29/2016	WEIGUM, Shirley	8297	\$ 2,754.81	7247
TOTALS			\$ 233,050.56	

**SCHOOL DISTRICT NO. 50**  
**QUICK PAY REGISTER AS OF JANUARY 31, 2016**

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
418589	1/4/2016	BC Hydro & Power Authority	\$ 156.27
418778	1/4/2016	Telus	\$ 840.73
415760	1/8/2016	Canada Customs And Revenue	\$ 20,595.99
117432	1/8/2016	Canada Customs And Revenue	\$ 11,969.65
960501	1/14/2016	Canada Customs And Revenue	\$ 280.00
296936	1/14/2016	Canada Customs And Revenue	\$ 3,874.52
415422	1/14/2016	Canada Customs And Revenue	\$ 2,652.29
177696	1/14/2016	Canada Customs And Revenue	\$ 2,108.50
186971	1/14/2016	Municipal Pension Plan	\$ 9,523.34
186968	1/14/2016	Teachers' Pension Plan	\$ 1,898.89
200427	1/18/2016	Workers' Compensation Board	\$ 11,523.43
201359	1/21/2016	MINISTER OF FINANCE	\$ 3,989.50
201058	1/21/2016	MINISTER OF FINANCE	\$ 6,712.00
186498	1/22/2016	Canada Customs And Revenue	\$ 41,468.00
186316	1/22/2016	Canada Customs And Revenue	\$ 4,500.00
200120	1/22/2016	Canada Customs And Revenue	\$ 15,061.37
410183	1/22/2016	Telus Communications (Bc)	\$ 1,838.55
201877	1/22/2016	Pacific Blue Cross	\$ 3,561.69
201760	1/22/2016	Pacific Blue Cross	\$ 10,277.27
857154	1/27/2016	Telus	\$ 918.87
188218	1/29/2016	Municipal Pension Plan	\$ 10,641.60
188217	1/29/2016	Teachers' Pension Plan	\$ 1,543.71
890769	1/29/2016	Yvette Marie Emerson	\$ 482.00
<b>TOTALS</b>			<b>\$ 166,418.17</b>

**MEMORANDUM**

**SCHOOL  
DISTRICT NO. 50  
Haida Gwaii**

**TO Shelley Sansome  
Secretary-Treasurer**

**FROM Moira Dubasov  
Assistant Secretary-Treasurer**

**SUBJECT: Teachers Payroll for..... January**

**DATE 15-Feb-16**

Period Ending	Pay Period	Payroll Group	Net Amount
15-Jan	PP#1-1Adv	Teachers	\$ 87,000.00
15-Jan	PP#1-1Adv	AO/Exempt	\$ 27,920.00
29-Jan	PP#1-1	Teachers	\$ 111,611.51
29-Jan	PP#1-1	AO/Exempt	\$ 36,928.83
<b>Total Net Pay</b>			<b>\$263,460.34</b>

**MEMORANDUM****SCHOOL  
DISTRICT NO. 50  
Haida Gwaii**

**TO** Shelley Sansome  
Secretary-Treasurer

**FROM** Moira Dubasov  
Assistant Secretary-Treasurer

**SUBJECT:** Non-Teachers Payroll for... January

**DATE** 15-Feb-16

Period Ending	Pay Period	Payroll Group	Net Amount
9-Jan	PP #2-1	CUPE	\$ 38,861.81
9-Jan	PP #2-1	Casuals	\$ 6,627.24
9-Jan	PP #2-1	TOC's	\$ 5,892.53
23-Jan	PP #2-2	CUPE	\$ 52,243.54
23-Jan	PP #2-2	Casuals	\$ 8,694.43
23-Jan	PP #2-2	TOC's	\$ 10,651.35
<b>Total Net Pay</b>			<b>\$ 122,970.90</b>

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FEB 15 2016

NORTHERN SAVINGS CREDIT UNION

### Summary for Account [REDACTED]

Previous Balance	1,263.53	Statement Date:	January 31, 2016
Total Credits	- 1,263.53	Payment Due Date:	February 22, 2016
Total Debits	+ 11,836.10	Account Credit Limit:	40,000.00
Interest	+ 0.00	Available Credit:	26,816.00
New Balance	11,836.10		
Min. Payment Due:	356.00	Interest Rates	
		Purchases:	19.49%
		Cash Advances:	19.49%

## FILE COPY

Slip Date	Post Date	Description	Amount
JAN 18	JAN 18	PAYMENT - THANK YOU	1,263.53CR

Slip Date	Post Date	Description	Amount
JAN 25	JAN 25	MEIJER INC #68 Q01 WESTLAND MI US DOLLAR 17.03 X 1.46858485	25.01
JAN 25	JAN 25	MEIJER INC #188 Q01 LIVONIA MI US DOLLAR 1.47 X 1.46938775	2.16
JAN 27	JAN 27	RICHMOND TAXI #73 RICHMOND CD	37.00
JAN 29	JAN 29	APPLE STORE #R280 VANCOUVER CD	268.70

Name	Account Number	Transactions Total
[REDACTED]	[REDACTED]	\$332.87

Slip Date	Post Date	Description	Amount
JAN 15	JAN 15	SAPPORO JAPANESE RESTA QUEEN CHARLOT CD	66.17
JAN 23	JAN 23	CDN TIRE STORE #00486 TERRACE CD	77.21

8014 0001 3UD 1 7 31 160131

Page 1 of 2

1324 5940 GHM1 01AH8014 24344

Mail Payments to:  
 CUETS FINANCIAL  
 P.O. BOX 4637  
 TORONTO, ON M5W 5C6

Account:	[REDACTED]
Payment Due Date:	February 22, 2016
Amount Past Due:	0.00
New Balance:	11,836.10
Minimum Payment Due:	356.00
Amount Paid: \$	

CONTROL SCHOOL DIST 50 [REDACTED]  
 SCHOOL DISTRICT NO 50  
 PO BOX 69  
 QUEEN CHARLOTTE BC V0T 1S0

Detach this payment remittance slip and return with cheque or money order payable to "CUETS Financial". Payable at most Financial Institutions



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Slip Date	Post Date	Description	Amount
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Name	Account Number	Transactions Total
[REDACTED]	[REDACTED]	\$143.38

Slip Date	Post Date	Description	Amount
JAN 07	JAN 07	PACIFIC COASTAL AIRLIN RICHMOND CD	305.66
JAN 07	JAN 07	AIR CAN 0142157173685 WINNIPEG CD	273.13
		SANSOME/SHELLEY MS	
		YVR YZP	
JAN 13	JAN 13	PACIFIC COASTAL AIRLIN RICHMOND CD	475.87
JAN 13	JAN 13	BCF-RESERVATIONS VICTORIA CD	362.00
JAN 13	JAN 13	BCF-RESERVATIONS VICTORIA CD	650.00
JAN 14	JAN 14	CPC/SCP #0646024 QUEEN CHARLOT CD	267.75
JAN 20	JAN 20	HALFORD HIDE & LEATHER EDMONTON CD	4,056.22
JAN 20	JAN 20	LOREX CANADA INC. MARKHAM CD	738.14
JAN 22	JAN 22	BCF - ONLINE COAST CAR VICTORIA CD	300.00
JAN 23	JAN 23	BEST WESTERN TERRACE I TERRACE CD	134.47
JAN 23	JAN 23	BEST WESTERN TERRACE I TERRACE CD	134.47
JAN 23	JAN 23	BEST WESTERN TERRACE I TERRACE CD	134.47
JAN 24	JAN 24	HIGHLINER PLAZA HOTEL PRINCE RUPERT CD	243.80
JAN 25	JAN 25	VANCOUVER BATTERY CORP VANCOUVER CD	152.39
JAN 25	JAN 25	AIR CAN 0142157980846 WINNIPEG CD	583.01
		JUNG/TRICIA MS	
		YZP YVR	
		YVR YZP	
JAN 25	JAN 25	AIR CAN 0142157984458 WINNIPEG CD	562.01
		RODGER/LEIGHANN MS	
		YZP YVR	
		YVR YZP	
JAN 26	JAN 26	PACIFIC COASTAL AIRLIN RICHMOND CD	530.47
JAN 27	JAN 27	SP * HITFAR CONCEPTS L 6048738355 CD	1,455.99

Name	Account Number	Transactions Total
[REDACTED]	[REDACTED]	\$11,359.85

0-1  
[Barcode]

[REDACTED]

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FEB 15 2016

NORTHERN SAVINGS CREDIT UNION

### Summary for Account [REDACTED]

Previous Balance	0.00	Statement Date:	January 31, 2016
Total Credits -	0.00	Payment Due Date:	February 22, 2016
Total Debits +	0.00	Account Credit Limit:	40,000.00
Interest +	0.00	Available Credit:	40,000.00
New Balance	0.00		
Min. Payment Due:	0.00	<b>Interest Rates</b>	
		Purchases:	19.49%
		Cash Advances:	19.49%

This is a courtesy statement only.  
Payment will be remitted by your employer.

Slip Date	Post Date	Description	Amount
JAN 15	JAN 17	SAPPORO JAPANESE RESTA QUEEN CHARLOTCD	66.17
JAN 23	JAN 26	CDN TIRE STORE #00486 TERRACE CD	77.21
JAN 31	JAN 31	TOTAL PURCHASES \$143.38	0.00
		TOTAL \$143.38	

Mail Payments to:  
CUETS FINANCIAL  
P.O. BOX 4637  
TORONTO, ON M5W 5C6

Account:	[REDACTED]
Payment Due Date:	February 22, 2016
Amount Past Due:	0.00
New Balance:	0.00
<b>Minimum Payment Due:</b>	<b>0.00</b>
Amount Paid: \$	

ANGUS WILSON  
SCHOOL DISTRICT NO 50  
PO BOX 69  
QUEEN CHARLOTTE BC V0T 1S0

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FEB 15 2016

## NORTHERN SAVINGS CREDIT UNION

### Summary for Account: [REDACTED]

Previous Balance	0.00	Statement Date:	January 31, 2016
Total Credits	- 0.00	Payment Due Date:	February 22, 2016
Total Debits	+ 0.00	Account Credit Limit:	40,000.00
Interest	+ 0.00	Available Credit:	39,433.00
New Balance	0.00		
Min. Payment Due:	0.00	Interest Rates	
		Purchases:	19.49%
		Cash Advances:	19.49%

This is a courtesy statement only.  
Payment will be remitted by your employer.

Slip Date	Post Date	Description	Amount
JAN 07	JAN 08	PACIFIC COASTAL AIRLIN RICHMOND CD	305.66
JAN 07	JAN 10	AIR CAN 0142157173685 WINNIPEG CD	273.13
		SANSOME/SHELLEY MS	
		YVR YZP	
JAN 13	JAN 14	PACIFIC COASTAL AIRLIN RICHMOND CD	475.87
JAN 13	JAN 14	BCF-RESERVATIONS VICTORIA CD	362.00
JAN 13	JAN 14	BCF-RESERVATIONS VICTORIA CD	650.00
JAN 14	JAN 17	CPC/SCP #0646024 QUEEN CHARLOTCD	267.75
JAN 20	JAN 21	HALFORD HIDE & LEATHER EDMONTON CD	4,056.22
JAN 20	JAN 21	LOREX CANADA INC. MARKHAM CD	738.14
JAN 22	JAN 24	BCF - ONLINE COAST CAR VICTORIA CD	300.00
JAN 23	JAN 25	BEST WESTERN TERRACE I TERRACE CD	134.47
JAN 23	JAN 25	BEST WESTERN TERRACE I TERRACE CD	134.47
JAN 23	JAN 25	BEST WESTERN TERRACE I TERRACE CD	134.47
JAN 24	JAN 26	HIGHLINER PLAZA HOTEL PRINCE RUPERTCD	243.80
JAN 25	JAN 26	VANCOUVER BATTERY CORP VANCOUVER CD	152.39
JAN 26	JAN 27	PACIFIC COASTAL AIRLIN RICHMOND CD	530.47
JAN 25	JAN 28	AIR CAN 0142157980846 WINNIPEG CD	583.01
		JUNG/TRICIA MS	
		YZP YVR	
		YVR YZP	
JAN 25	JAN 28	AIR CAN 0142157984458 WINNIPEG CD	562.01

Mail Payments to:  
CUETS FINANCIAL  
P.O. BOX 4637  
TORONTO, ON M5W 5C6

Account: [REDACTED]

Payment Due Date: February 22, 2016  
Amount Past Due: 0.00  
New Balance: 0.00

Minimum Payment Due: 0.00

Amount Paid: \$

MARISSA JONES  
SCHOOL DISTRICT NO.50  
PO BOX 69  
QUEEN CHARLOTTE BC V0T 1S0

Detach this payment remittance slip and return with cheque or money order payable to "CUETS Financial". Payable at most Financial Institutions

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Slip Date	Post Date	Description	Amount
		RODGER/LEIGHANN MS	
		YZP YVR	
		YVR YZP	
JAN 27	JAN 28	SP * HITFAR CONCEPTS L 6048738355 CD	1,455.99
JAN 31	JAN 31	TOTAL PURCHASES \$11,359.85	0.00
		TOTAL \$11,359.85	



# SCHOOL CALENDAR FORM - GENERAL

For All

School Types Except Distributed Learning Schools

Before completing this form, read the **School Calendar Form Completion Instructions**.

Please note, this Excel form includes six sheets along the bottom of the screen:

- (1) 'Calendar Information' - **REQUIRED**
- (2) 'District and School Information' - **REQUIRED**
- (3) '2016-17 Calendar' - **REQUIRED**
- (4) '2017-18 Calendar' - **OPTIONAL**
- (5) '2018-19 Calendar' - **OPTIONAL**
- '2016-17 SAMPLE' - **DEMONSTRATION PURPOSES**

(6)

## CALENDAR INFORMATION

### District Contact Information:

Provide a contact person for this calendar submission.

Name:	<input type="text" value="Angus Wilson"/>
Position:	<input type="text" value="Superintendent of Schools"/>
Phone:	<input type="text" value="250 559 8471 ext 104"/>
Email:	<input type="text" value="awilson@sd50.bc.ca"/>

### Number of Days:

Provide a count of how many 'Days In Session' and 'Days of Instruction' will be provided each school year.

	Days In Session	Days of Instruction
2016-17	<input type="text" value="194"/>	<input type="text" value="185"/>
2017-18	<input type="text"/>	<input type="text"/>
2018-19	<input type="text"/>	<input type="text"/>

### Number of Hours of Instruction:

Provide a count of how many 'Hours of Instruction' will be offered each school year (by grade level).

	K	1 to 7	8 to 12
2016-17	<input type="text" value="878"/>	<input type="text" value="878"/>	<input type="text" value="1017"/>
2017-18	<input type="text"/>	<input type="text"/>	<input type="text"/>
2018-19	<input type="text"/>	<input type="text"/>	<input type="text"/>

For questions about this form, please call (250) 387-8037.

When complete, submit this form to [educ.schoolcalendars@gov.bc.ca](mailto:educ.schoolcalendars@gov.bc.ca).

## SCHOOL CALENDAR REGULATION

**Authority:** *School Act*, R.S.B.C. 1996, c. 412, ss. 87.01, 87.02 and 168.02

B.C. Reg. 314/12..... Deposited November 8, 2012  
Amended by B.C. Reg. 203/2015..... Deposited November 4, 2015

NOTICE: The following regulation is not the official version. To obtain an official version of this regulation please contact Crown Publications, Queens Printer, Telephone (250) 387-6409, Fax (250) 387-1120 or Internet [www.crownpub.bc.ca](http://www.crownpub.bc.ca)

### Application of Regulation

1 This regulation applies to the school calendar for the 2013/2014 school year and subsequent school years.

### Definitions

2 In this regulation:

"Act" means the *School Act*;

"day of instruction" means, in respect of any school, a day in a school calendar year in which students receive instruction in an educational program;

"days in session" means, in respect of any school, the days in a school calendar year on which the principal, vice principals, directors of instruction and teachers of the school are scheduled to be available for instructional, non-instructional or administrative activities;

"non-instructional day" means, in respect of any school, a day in session in a school calendar year that is not a day of instruction;

"non-instructional period" means, in respect of any school, a period of time in a day in session in a school calendar year during which students do not receive instruction.

[am. BC Reg. 203/15, effective Nov 4/15]

### Prescribed minimum hours of instruction

3 (1) Subject to subsection (4), the following are the prescribed minimum hours of instruction that a board must offer to students enrolled in the schools in its school district in the 2015/2016 school year:

- (a) 843 hours of instruction for students in kindergarten;
- (b) 868 hours of instruction for students in grades 1 to 7;
- (c) 942 hours of instruction for students in grades 8 to 12.

(2) Subject to subsection (4), the following are the prescribed minimum hours of instruction that a board must offer to students enrolled in the schools in its district in the 2016/2017 school year and the 2017/2018 school year:

- (a) 848 hours of instruction for students in kindergarten;
- (b) 873 hours of instruction for students in grades 1 to 7;

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(c) 947 hours of instruction for students in grades 8 to 12.

(3) Subject to subsection (4), the following are the prescribed minimum hours of instruction that a board must offer to students enrolled in the schools in its school district in the 2018/2019 school year and subsequent school years:

- (a) 853 hours of instruction for students in kindergarten;
- (b) 878 hours of instruction for students in grades 1 to 7;
- (c) 952 hours of instruction for students in grades 8 to 12.

(4) There are no prescribed minimum hours of instruction that a board must offer to students enrolled in a distributed learning school.

[en. BC Reg. 203/15, effective Nov 4/15]

### Prescribed information in school calendars

4 (1) For the purposes of section 87.01(3) (b) [*school calendar*] of the Act, the following information is prescribed in respect of a school calendar for a school that is not a distributed learning school:

- (a) subject to subsection (3), the number and dates of the days in session;
- (b) subject to subsection (3), the number and dates of each day of instruction;
- (c) the vacation periods and the dates of statutory holidays;
- (d) the dates of each non-instructional day;
- (e) the number of hours of instruction offered to students in each grade.

(2) For the purposes of section 87.01(3) (b) of the Act, the following information is prescribed in respect of a school calendar for a distributed learning school:

- (a) the number and dates of the days in session;
- (b) the dates on which the principal, vice principals, directors of instruction and teachers of the school are available for instruction;
- (c) the vacation periods and the dates of statutory holidays.

(3) A board is not required to include in a school calendar the information described in subsection (1) (a) and (b) if the days are for optional or remedial learning activities scheduled during vacation periods.

### Consultations

5 (1) For the purposes of section 87.01 (7) [*school calendar*] of the Act, a board must make publicly available a school calendar that it proposes to submit to the minister under section 87.01 (5) or (6) of the Act at least one month before the date the school calendar must be submitted to the minister.

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(2) The board must provide an opportunity to

- (a) the parents of the students enrolled in each school to which the proposed school calendar is to apply, and
- (b) representatives of employees of the board assigned to the school

to provide comments to the board with respect to the school calendar made publicly available under subsection (1).

(3) For certainty, subsections (1) and (2) do not apply in respect of a school calendar that has been amended based on comments previously provided under subsection (2).

### Amending a school calendar

6 (1) For the purposes of section 87.02 [*school calendar – amendment*] of the Act, a board must make publicly available proposed amendments to a school calendar at least one month before making the amendments.

(2) A board must, as soon as practicable and, in any event, within 30 days of amending a school calendar under section 87.02 of the Act, provide the minister with the amended school calendar.

(3) Subsections (1) and (2) do not apply to a board that reschedules a non-instructional day previously scheduled in a school calendar if the board gives notice of the change to

- (a) the parents of the students enrolled in the school to which the proposed change is to apply, and
- (b) the representatives of employees of the board assigned to the school.

(4) Subsections (1) and (2) do not apply to a board that amends a school calendar for the 2015/2016 school year to include the non-instructional periods required under section 8(1) (b) [*designation of purpose for non-instructional days and periods*] and instead the board must, as soon as practicable and, in any event, within 30 days of amending a school calendar under section 87.02 of the Act,

- (a) provide the minister with the amended school calendar, and
- (b) make publicly available the amended school calendar.

[am. BC Reg. 203/15, effective Nov 4/15]

### Form of school calendar

7 A board must use the school calendar forms published by the minister to

- (a) submit one or more school calendars to the minister under section 87.01 [*school calendar*] of the Act, and
- (b) provide an amended school calendar to the minister under section 6 (2) of this regulation.

### Designation of purpose for non-instructional days and periods



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- 8 (1) A board must schedule the following for the 2015/2016 school year:
- (a) one non-instructional day for the purpose of facilitating activities that in the board's opinion are designed to enhance student achievement with a focus on supporting aboriginal learners and integrating aboriginal content and perspectives into the curriculum and other transformation initiatives;
  - (b) 2 or more non-instructional periods totalling 10 hours for the purpose of providing teachers with an opportunity to participate in discussions and activities relating to the implementation of the curriculum documents listed in section 1(i) of the Educational Program Guide Order, M333/99.
- (2) A board must schedule the following in each of the 2016/2017 and 2017/2018 school years for the purpose of providing teachers with an opportunity to participate in discussions and activities relating to the implementation of the curriculum documents listed in section 1(i) of the Educational Program Guide Order, M333/99:
- (a) one non-instructional day;
  - (b) one or more non-instructional periods totalling 5 hours.
- (3) For certainty, the non-instructional periods referred to in subsections (1) (b) and (2) (b) may be scheduled on different days.
- (4) For certainty, nothing in subsection (1) or (2) prevents a board from providing an opportunity for parents of students attending schools in the district, other employees of the board and members of the community to participate in the non-instructional days or periods described in those subsections.

[en. BC Reg. 192/13, effective June 28/13; am. BC Reg. 80/14, effective July 1/14; am. BC Reg. 119/15, effective July 1/15; en. BC Reg. 203/15, effective Nov 4/15]