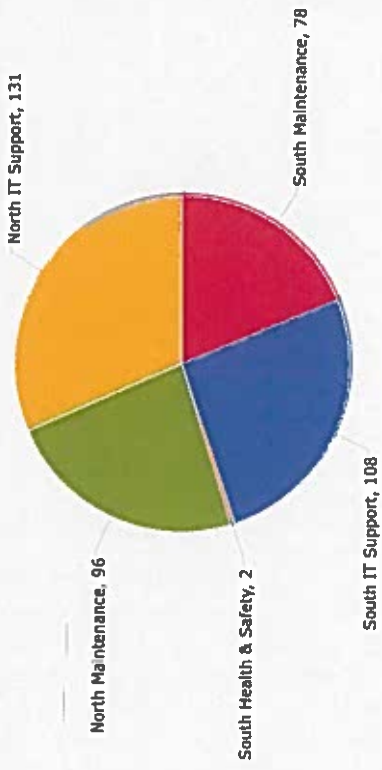


Work orders completed by Sd50 staff in the period October 1 to November 25



Department	COUNT(tickets.ticketmaskid)
North IT Support	131
North Maintenance	96
South Health & Safety	2
South IT Support	108
South Maintenance	78



PO Box 16068 Sumas Mountain PO
Abbotsford, BC V3G 0C6
778-880-0678
Physical Address: 37125 Wells Line Rd.
Abbotsford, BC V3G 1Z9

Cash Flow Projection Agnus L. Mathers School

Total Budget	100.00%	\$3,379,000.00		
		Due	Balance	Spent to date
September 2017	3.50%	\$118,265.00	\$3,260,735.00	118,265.00
October 2016	5.50%	\$185,845.00	\$3,074,890.00	304,110.00
November 2016	9.00%	\$304,110.00	\$2,770,780.00	608,220.00
December 2016	12.00%	\$405,480.00	\$2,365,300.00	1,013,700.00
January 2017	14.00%	\$473,060.00	\$1,892,240.00	1,486,760.00
February 2017	15.00%	\$506,850.00	\$1,385,390.00	1,993,610.00
March 2017	13.00%	\$439,270.00	\$946,120.00	2,432,880.00
April 2017	9.00%	\$304,110.00	\$642,010.00	2,736,990.00
May 2017	6.50%	\$219,635.00	\$422,375.00	2,956,625.00
June 2017	5.00%	\$168,950.00	\$253,425.00	3,125,575.00
July 2017	4.50%	\$152,055.00	\$101,370.00	3,277,630.00
August 2017	3.00%	\$101,370.00	\$0.00	3,379,000.00

Please note that these estimates are based on our analysis of the current drawings and specification and the anticipated schedule for project completion

6000 Utilization of Properties by General Public

Date Passed: October 1999

Date Approved: November, 1999

Date Amended: January 2004

Preamble

Subject to the prior needs of the educational programs of Haida Gwaii School District No. 50 it is desirable to make school district properties available to the communities served within the district.

Commercial interests within the district or interests falling outside the school district operation may be granted use of such facilities, subject to procedure.

Definitions

(a) COMMERCIAL (COMM) - Person or persons making a profit from goods or services supplied while using school district properties;

(b) NON-PROFIT ORGANIZATIONS (NPO) - Programs that do not provide profit to sponsor or participants.

1.0 Procedure

The responsibility for administering such regulations is vested in the Principal of the School or the Maintenance Supervisor.

- i. It is the policy of this School District to grant permission for rental and use of properties for the use of school age children and by the general public.
- ii. Granting of use is subject to other suitable and adequate facilities not being available within the community concerned.
- iii. Rental fees must be charged after assessment of use and according to rental fees set by management team and governed by regulations.
- iv. Use of properties covers premises and grounds as is and includes equipment that is specifically approved by the Principal of the school.
- v. Principals will have the responsibility of giving out keys and codes and arranging for custodial clean-up

2.0 Application for Use

- i. Form 6000.1 *Application for Rental-Use of School Facilities Rental agreement* will be completed for each application for use
- ii. Applications for Commercial Use shall be made on a standard school district form obtained through the school.

iii. For user Groups of 20 or more participants, it is recommended that custodians cleanup after use.

iv. Non-Profit Groups must provide their own liability insurance for sports related events (i.e., floor hockey, basketball, soccer, badminton, etc.).

v. Classroom rentals will be considered for meetings on the condition that nothing in the classroom is disturbed and with the approval of the teacher in charge of that classroom.

2.1 Review of Application

i. The Principal or District Manager will process all applications.

ii. Permission shall not be granted for the consumption of alcoholic beverages.

iii. All rentals may be subject to direct supervision by school district personnel.

iv. In reviewing any application for use consideration will be given:

a) to activities of direct education benefit; and secondly,

b) any other use based on individual merit with non-profit and charitable use taking precedence over any profitable endeavor.

v. Copies of approved applications will be forwarded to the School District Administration Office.

3.0 Substances

The use of tobacco, narcotics, or alcohol is not permitted on school properties. This includes alcohol sales, prizes or fundraisers.

4.0 Responsibility for Damage

i. The lessee will be held responsible for any damage, whether to persons or to property, including the exterior of all school buildings, grounds and fences.

ii. All facilities must be left in clean and tidy condition.

4.1 Condition of Premises

All premises are rented "as is" and the Board does not accept the responsibility for theft, injury, loss or personal damage while the building is in use by the lessee.

4.2 Supervision

i. The lessee must provide sufficient supervision to maintain order, and prevent unauthorized persons from entering rooms and hallways not authorized on the permit for use.

ii. Activities must be confined to the area granted for use.

5.0 Hours of Access

Unless special authority is obtained, which will only be granted under very exceptional circumstances, all facilities must be vacated by 10:00 p.m.

5.1 Access to Buildings

- i. Arrangements for access to buildings and their security during the evening should be made with the Principal of the school.
- ii. Security and access come under the direction of the custodial staff or are subject to other suitable arrangements being made with the Principal of the school or Maintenance Supervisor.
- iii. The District Office will handle summer rentals with the Maintenance Supervisor having jurisdiction over facilities use.

6.0 Rental Fees

i. Schools will collect rental fees and will forward all fees collected to the School Board Office.

{Insert Rental fee Chart}

ii. 50% of fees will be used to maintain the facilities and the other 50% will be used to the benefit of the school through trust funds.

6.1 Rental Rates

- i. Rental fees directly associated with a school program will be credited to that program.
- iii. All rates are exclusive of custodial fees incurred in conjunction with the rental.
- iv. Custodial fees to be charged are as follows for weekends and holidays:

Table 6.1.iv. : Haida Gwaii School District School Rental Custodial Fees

Git Kalung Kuyaas Naay(QCSS); Sk'aadga Naay Elementary; Tahayghen Elementary; Guudinaay Tl'sstsgaa Naay (GMD) {Check Spelling}	2 Hour minimum charge @ \$50.00 per hour
Agnes L. Mathers School and Port Clements Elementary	2 Hour minimum charge @ \$25.00 per hour

6.2 Equipment Use

- i. Schools will collect Equipment use fees and will forward all fees collected to the School Board Office.
- ii. Only that equipment which has been approved for use by the Principal of the school or Maintenance Supervisor shall be used by the lessee.

7.0 Cancellation

The Maintenance Supervisor and the Principal of the School has the right to cancel use without incurring any obligation or liability.

8.0 Certificates of Insurance Required for High Risk User Groups

Certificates should be issued by the insurer or insurance broker of the user group and must contain the following information:

- i. Name of the insurance company and the binder or policy number.
- ii. Name and address of the Insured (user group).
- iii. Policy period (covering at least the period the agreement is in place).
- iv. Description of coverage.

9.0 Policy limits.

Description of insured operations and location(s).

Signature of authorized representative and date.

Form 6000.1 *Application for Rental-Use of School Facilities Agreement*



School District No.50-Haida Gwaii

FORM 6000.1

APPLICATION FOR RENTAL/USE OF SCHOOL FACILITIES

- BOARD ROOM
- QUEEN CHARLOTTE
- SK'AADGAA NAAY
- G M DAWSON
- PORT CLEMENTS
- AGNES L. MATHERS
- TAHAYGHEN
- OTHER (Specify) _____

CANCELLATION

Date: _____
 Time: _____
 Refund \$ _____
 Additional Costs \$ _____
 TOTAL \$ _____
 Cancelled By: _____
 Signature: _____

SPACE REQUIRED

- CLASSROOM
- GYMNASIUM
- SCHOOL FIELDS
- SHOP
- LIBRARY
- OTHER (Specify) _____

FURNISHINGS/EQUIPMENT REQUIRED

TABLES _____ CHAIRS _____ OTHER (Specify) _____

Name of Organization: _____

Contact Person: _____

Mailing Address: _____

Telephone: _____ Fax: _____

Facility to be Used: _____ Activity: _____

Dates Required: From: _____ To: _____ = _____ weeks/sessions

Weekend Used: Yes No Day of Week: _____ Times: _____ to _____

(All facilities must be vacated by 10:30pm unless other arrangements have been made.)

I have read and agree to abide by the condition on the reverse of this document in addition to Regulations No 6000.

SIGNATURE _____ DATE _____

PLEASE COMPLETE THE FOLLOWING SECTION PRIOR TO FORWARDING TO BOARD OFFICE.

RENTAL RATES

	Commercial Hourly Rate	Non-Profit Organization Hourly Rate
Use of Classroom	\$10.00	N/A
Use of Library	\$10.00	N/A
Use of Gymnasium	\$20.00	N/A
Use of Board Room (0900 to 1700 hours)	N/A	\$5.00
Play Fields <i>Subject to conditions of field</i>	N/A	N/A
Custodian Call-Out-for opening/closing, Weekends/Holiday User Groups Only at QCSSGKN, SNES, TAH & GMD-GTN	\$50.00 (minimum 2 hours)	\$50.00 (minimum 2 hours)
Custodian Call-Out-for opening/closing, Weekends/Holiday User Groups Only at ALM & Port	\$25.00 (minimum 2 hours)	\$25.00 (minimum 2 hours)

If you are able to make alternative arrangements to open/close the building do not include the custodial call-out charges. COST TO BE INVOICED:

Hourly Rental Rate: _____
 Hours Rented Per Day: _____
 Subtotal: (hourly rate X hours per day) _____ =Daily Rate
 Custodial Call-out: (minimum \$100.00) _____
 Additional Costs: _____ (description) _____
 Subtotal: (daily rate + call-out rate + additional cost) _____ =Weekly Rate
 Number of Weeks: _____
 Additional Costs: _____ (description) _____

TOTAL: [(weeks x weekly rate) + additional costs]

Principals Approval _____

Code: _____ Maintenance Supervisor Signature: _____
Comments: _____

NOTE: APPLICANTS MUST AGREE TO THE FOLLOWING PROVISIONS:

- 1.— The applicant is fully responsible for all facilities requested and will be billed for any damages, loss of school property or other costs incurred by the Board resulting from the rental. The applicant agrees to pay for damage or loss if so billed or for rental fees where required by Board policy.
- 2.— When a school building or room is to be used there may be a charge for hourly wages if school board employees are responsible for clean-up of facilities. If security personnel are required, appropriate charges will be levied. If a Board employee is not on regular duty for either security or clean-up purposes — such as "after hours", on weekends, during holidays — an overtime charge will be determined by the Board.
- 3.— Facilities rented may have to be pre-empted during the school year when required for a school or Board of School Education function. In such cases, all effort will be made to provide renters with a minimum of seven days notice beforehand.
- 4.— The applicant agrees to use only the facilities or equipment requested and to adhere strictly to all local regulations, i.e. clean-up and security provisions as laid down by the school principal involved. Applicable local regulations are to be attached to this rental agreement.
- 5.— Emergency cancellations by renting groups must be reported to the school district.
- 6.— It is clearly understood by the applicant that, except for rental refunds, School District No. 50 (Haida Gwaii) assumes no responsibility whatsoever if last minute cancellations are caused by power failure, furnace failure, Fire Marshal regulations or any other causes which might be beyond the control of the Board.

7.1. 1. The Board are not responsible or liable for any accidents or injuries arising from this use.

NOTE 2: Any abuse of rental privileges will mean cancellation of this agreement and may result in a denial of future rentals. The Lessee agrees that there is no warranty expressed or implied on the part of the Board as to the suitability or condition of the school premises mentioned in this agreement and that the Lessee accepts the said premises at his/her own risk. The Lessee covenants to indemnify and save harmless the Board from all loss, costs and damages which may arise as a consequence, either directly or indirectly, from the granting of this lease. The Lessee agrees to indemnify the Board for any loss or damage to the Board's premises to which this lease relates. The Lessee understands and agrees that this lease may be revoked or cancelled at any time with or without cause and that, in the event of such revocation or cancellation, there should be no claim or right to damages or reimbursement on account of any loss, damage or expense.

3. It is the responsibility of the lessee to familiarize themselves with Haida Gwaii School district 50 Policy 6000. Utilization of properties by the General Public.

Additional Information:

- Rental fees directly associated with a school program will be credited to that program.
- All classrooms will be rented out in consultation with the appropriate teacher(s).
- All rates are exclusive of custodial fees incurred in conjunction with the rental.
- Custodial fees to be charged out as follows for weekends and holidays:
 - 2-Hour minimum charge
@ \$50.00 per hour for QCSS, SNES, TAH & GMD
 - 2-Hour minimum charge
@ \$25.00 per hour for ALM & Port
- Weekend User Groups of 20+ participants — it is recommended that custodians clean-up after use.
- Principals will have the responsibility of giving out keys and codes and arranging for custodial clean-up.
- It is the responsibility of the Recreation Commission to contact the school Principal for the rental of school facilities by the Recreation Commission.
- Non-Profit Groups who are not affiliated with QC Recreation Commission must provide their own liability insurance for sports related events (i.e. floor hockey, basketball, soccer, badminton, etc.)

1. PARTIES: The parties to this Agreement are the Haida Gwaii School District 50 (The Owner) and

Lessee: _____

Telephone: _____ Email: _____

Address: _____

Purpose of Rental: _____

Number of participants: _____

The above named lessee agrees to the following:

Indemnification and Hold Harmless

1. Shall indemnify and hold harmless School District No. 50 (Haida Gwaii) (the "Owner") any of its officers, employees, servants, agents, and contractors from any and all loss, liability, claims or expenses arising out of the use and/or occupation of the property belonging to the School District by the lessee and any of its officers, employees, servants, agents, contractors, and volunteers, except to the extent that such loss arises from the independent negligence of the School District.

Waiver of Subrogation

2. Hereby agrees to waive all rights of subrogation or recourse against the School District No. 50 (Haida Gwaii) with respect to the use or occupation by the lessee of the premises described in the Agreement.

The Following Applies to High Risk User Groups (i.e., Contract Sports Groups) ~~Not Affiliated with HG Recreation Commission~~ Liability Insurance for High Risk User Groups

3. ~~shall~~Shall, without limiting its obligations or liabilities herein and at its own expense, provide and maintain the following insurances with insurers licensed in British Columbia and in forms and amount acceptable to the School District.

4. Provide proof of General liability insurance with a limit of not less than One Million Dollars (\$1,000,000.00) (or such other amount as the School District may choose) inclusive per occurrence for bodily injury and property damage including loss of use thereof. Such insurance shall extend to cover the user group, its officers, employees, servants, agents, contractors and volunteers and shall include the School District, its officers, employees, servants, agents and contractors as additional Insured's with respect to liability arising out of the use or occupation by the _____ (~~user group~~lessee named above) of the property belonging to the School District.

Certificates of Insurance Required for High Risk User Groups

The _____ (~~user group~~lessee) shall provide the School District with evidence of all required insurance prior to the effective ~~date~~date of the agreement. Such evidence of insurance shall be in the form of a certificate of insurance. When requested by the School District, the _____ (~~user group~~lessee) shall provide certified copies of required insurance policies.

NOTE: These certificates should be issued by the insurer or insurance broker of the user group and must contain the following information:

1. ~~1.~~ Name of the insurance company and the binder or policy number.
2. Name and address of the insured (user group).
3. Policy period (covering at least the period the agreement is in place).
4. Description of coverage.
5. Policy limits.
6. Description of insured operations and location(s).
7. Signature of authorized representative and date.

2. _____

I have read and agree to abide by the condition on the reverse of this document in addition to Regulations School Board Policy No 6000:

SIGNATURE _____

DATE _____



MINUTES Haida Gwaii Early Years Table

Date: Tuesday Nov 22, 2016

Location: Videoconference:

Masset Hospital Boardroom (North) / Queen Charlotte Hospital Boardroom (South)

Time: 6:00 – 8:00 pm

In Attendance: Joey Rudichuk, Sandi Morgan, Beng Favreau, Alicia Embree, Donna Douglas, Fabiola Leenders, Latasha Williams, Mary Disney

1. Roundtable, upcoming events

- Joey: BCACCS conference, posters and cookbook handout, Aboriginal Headstart interested in Old Massett
- Sandi: Someone who attended BCACCS highly recommended Marc Landry - OT – “Hey My Brain Doesn't Work That Way”
- Alicia: Calida has moved into new position at IWS. Doing ECE practicum at QC Child Centre. Doing Wishing Pond at craft fair this weekend.
- Donna: in February will be joining CCRR bringing more presence to the North
- Fabiola: Baby due Feb 1
- Latasha: Community Christmas Party and MCH Christmas Party. Will be hiring someone full time to take her place (going on mat leave in March)
- Mary: Took the mother goose training, working on Wishing Pond. Not running preschool this year, possibly next year if there are the numbers. Working with Mt Moresby on the Explorer's Club (every other Sunday for 3 hours with StrongStart group, as long as there are 6 minimum)

2. RESP Presentation – Fabiola Leenders, Northern Savings Credit Union

- Someone from the credit union is available to come and do presentations and support parents/caregivers complete the forms
- Handouts provided by SX6 and NSCU, more available to anyone who needs them

3. Early Learning Forum / Speaker Series Update – Joey Rudichuk, Success By 6

4. Newsletter

- Feedback on first issue
 - i. Remove SX6 contact sheet, some information is out of date
 - ii. Remove Old Massett MCH calendar, duplication with CCRR all-island program calendar
 - iii. Any special events to be added to "Learning Opportunities" section.

- Jan-Mar content discussion
 - i. Emailing EYT for content worked well, will do another request for submissions
 - ii. Possible contributors: Toby Sanmiya from Mt Moresby Adventure Camp (has already expressed interest), Sarah Pansino from QC Child Centre, Tom Kertes
 - iii. Donna to help with next newsletter

5. Mental Health Fair Update

- As no one was available to collaborate, Mental Health Fair was cancelled

6. Island-Wide Early Years Strategic Planning

- Group agreed the table is not yet ready to do strategic planning
- Future meetings: 3x year. 2 face-to-face (Late Sept/Apr), 1 video conference in Jan/Feb as many people would prefer not to drive.
- The two face-to-face networking events will be hosted in the North (Success by 6) and in the South (CCRR)

7. Storytelling Workshop

- No interest at this time, but interested in adding a story/song to the opening of future early year events

- Early Years Trivia

Next meeting – Feb 7 – videoconference, locations tba



**Board of Education School
District No. 50
Haida Gwaii**

**Steve Goffic
Facilities Manager
Haida Gwaii School District 50**
steve@sd50.bc.ca

PO Box 69
107 3rd Avenue
Queen Charlotte, BC V0T 1S0

Tel.: 250-559-8471
Fax: 250-559-8849

Board of Education
November 25, 2016

Gudangaay Tlaats'Gaa Naay Flooring Tender
2 companies placed bids

My recommendation is to go with the lowest bidder IJ Rugman Floor.

- Because they are a reputable Prince Rupert flooring company.
- IJ Rugman Floor is the only bid within the budget.

Steve Goffic
Facilities Manager

GUDANGAAY TLAATS'GAA NAAY SCHOOL
FLOOR RENOVATION 1647 Cook Street, Masset, BC
School District No. 50 (Haida Gwaii)

BID FORM

Project Name: GUDANGAAY TLAATS'GAA NAAY SCHOOL Floor RENOVATION

Address: 1647 Cook Street, Masset, BC

Closing Date: 3:00pm November 25, 2016

Submission of Bids by Email to:

School District No.50 (Haida Gwaii) Attention: Steve Goffic, Facilities Manager
Email: sgoffic@sd50.bc.ca

Send Queries to:

School District No.50 (Haida Gwaii) Attention: Steve Goffic, Facilities Manager
Email: sgoffic@sd50.bc.ca

GUDANGAAY TLAATS'GAA NAAY
SCHOOL FLOOR RENOVATION

Description	Quotation	G.S.T.	Total Amount
All labour, materials, equipment and services for the completion of the work	\$142,375. ²⁵	\$7,117. ⁸⁶	\$149,475. ¹¹

CONTRACTOR NAME: I. RUDMAN HOLDINGS LTD.

(I.J. RUGMAN FLOOR COVERINGS)

CONTRACTOR ADDRESS: 304 2nd AVENUE WEST PRINCE RUPERT BC

PRINT NAME/TITLE: IVAN RUDMAN - MANAGER

SIGNATURE: DATE SIGNED: Ivan J. Rudman Nov 25 - 2016

Project Name: GUDANGAAY TLAATS'GAA NAA Y SCHOOL Floor RENOVATION

Address: 1647 Cook Street, Masset, BC

Closing Date: 3:00pm November 25, 2016

Submission of Bids by Email to:

School District No.50 (Haida Gwaii) Attention: Steve Goffic, Facilities Manager
Email: sgoffic@sd50.bc.ca

Send Queries to:

School District No.50 (Haida Gwaii) Attention: Steve Goffic, Facilities Manager
Email: sgoffic@sd50.bc.ca

GUDANGAAY TLAATS'GAA NAA Y SCHOOL FLOOR RENOVATION			
Description	Quotation	G.S.T.	Total Amount
All labour, materials, equipment and services for the completion of the work	\$ 449,000	\$22,450.00	\$ 471,450.00

CONTRACTOR NAME: North Point Construction Ltd.

CONTRACTOR ADDRESS: PO Box 463, TERRACE, BC, V8G4B5

PRINT NAME/TITLE: AARON TOEWS / Vice President

SIGNATURE: DATE SIGNED:  Nov 25/16