

**MINUTES OF THE REGULAR BOARD MEETING HELD AT
SK'AADGAA NAA Y ELEMENTARY SCHOOL,
TUESDAY, OCTOBER 30th, 2018 AT 6:00 PM**

PRESENT WERE: Kim Goetzinger, Vice Chair
Elizabeth Condrotte, Trustee
Wilson Brown, Trustee (arrived at 18:20 hours)

ALSO PRESENT: Joanne Yovanovich, Interim Superintendent of Schools/Principal of Indigenous Education
Steve Goffic, Information & Technology Manager
Maureen Benoit, Human Resource Officer
Lao Peerless, Maintenance & Transportation Supervisor
Colleen Bradley, Confidential Administrative Assistant (note taker)

REGRETS: Shelley Sansome, Secretary Treasurer
Denise Husband, Trustee
Harmony Williams, Trustee

MEMBERS OF THE PUBLIC: Roeland Denooij Andrew Hudson Ken Evans
Ruben Jatel Warren McIntyre Patrick Moores
Linda Costain

1. CALL TO ORDER

After a Connected North demonstration, Vice Chairperson Goetzinger called the meeting to order at 18:30 hours and greeted the public in Xaayda Kil. Vice Chairperson Goetzinger acknowledged the recent passing of two community members and asked for a moment of silence to pay respect.

R18103001 THAT the Board of Education of School District No. 50 (Haida Gwaii) appoint Joanne Yovanovich as Secretary Treasurer for the duration of the meeting.

MOTION CARRIED

2. APPROVAL OF AGENDA

R18103002 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve the agenda as presented with the following additions and attachments:

- 6.3 Interim Superintendent Report (page 1, Additions and Attachments)
- 6.6 Principal Report, Port Clements Elementary School (page 2 Addition and Attachments)
- 8.6 Election of BC School Trustees' Association Representative
- 8.7 Acknowledgement of Principals
- 8.8 High Risk Field Trip Application
- 6.2 Trustee Report, E. Condrotte

MOTION CARRIED

3. APPROVAL OF THE MINUTES OF THE PRIOR MEETING AND RECEIPT OF RECORDS OF CLOSED MEETINGS

3.1 June 26, 2018 Regular Board Meeting Minutes (pages 1-4, Regular Package)

3.2 September 25, 2018 Regular Board Meeting Minutes

R18103003 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve the draft minutes of the regular board meeting of September 25, 2018 as presented.

MOTION CARRIED

3.3 October 02, 2018 In-Camera Rise and Report

3.4 October 09, 2018 Special In-Camera Board Meeting

3.5 October 15, 2018 Special In-Camera Board Meeting

3.6 October 29, 2018 In-Camera Meeting Rise and Report

4. REPORT ON ACTION FROM PREVIOUS MEETING

4.1 Delete D.6 District Scholarship & Award Policy (pages 5-6, Regular Package)

R18103004 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve to delete D.6 District Scholarship & Award Policy.

MOTION CARRIED

4.2 E.13 Whistleblower Policy (pages 7-10, Regular Package)

R18103005 THAT the Board of Education of School District No. 50 (Haida Gwaii) table agenda item 4.2 to the next public board meeting.

MOTION CARRIED

4.3 D.14 Physical Restraint and Seclusion Policy (pages 11-14, Regular Package)

R18103006 THAT the Board of Education of School District No. 50 (Haida Gwaii) table agenda item 4.3 to the next public board meeting.

MOTION CARRIED

4.4 Communication Protocol & Resolution Request Policy (pages 15-17, Regular Package)

R18103007 THAT the Board of Education of School District No. 50 (Haida Gwaii) table agenda item 4.4 to the next public board meeting.

MOTION CARRIED

5. DELEGATIONS/PRESENTATIONS

5.1 Sk'aadgaa Naay Elementary School, Connected North Demonstration, Leighann Rodger

5.2 Renewable Energy, Gudangaay Tlaats'gaa Naay Secondary Solar Panel Video, Steve Goffic

6. REPORTS

6.1 Report from the Chair

6.2 Trustee Reports (pages 11-12, Additions & Attachments)

6.3 Interim Superintendent of Schools Report (page 1, Additions & Attachments)

6.4 Secretary Treasurer Report (page 18, Regular Package)

6.5 Information Technology Manager Report (page 19, Regular Package)

6.6 Principal Reports (pages 20-22, Regular Package; page 2, Additions & Attachments)

R18103008 THAT the Board of Education of School District No. 50 (Haida Gwaii) receive and file the Trustee and Management reports.

MOTION CARRIED

6.7 October 2018 Trustee Expenditure Report (page 23, Regular Package)

R18103009 THAT the Board of Education of School District No. 50 (Haida Gwaii) receive and file the Trustee Expenditure Report for the Month of October 2018.

MOTION CARRIED

7. STRATEGIC AND POLICY ISSUES

7.1 Truth and Reconciliation Haida Education Recommendations (page 24, Regular Package)

7.1.1 Teacher Orientation

R18103010 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve to include the recommendations from the Haida Education Council in the Teacher Orientation package.

MOTION CARRIED

7.1.2 United Nations Declaration, Truth and Reconciliation Commission, School District Governance Policy

R18103011 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve to include the United Nations Declaration, Truth and Reconciliation Commission and School District Governance Policy in the Teacher Orientation package.

MOTION CARRIED

7.1.3 Haida Language and Culture Bursary

R18103012 THAT the Board of Education of School District No. 50 (Haida Gwaii) recommend that New Board look at the policy and continue with Haida Language and Culture Bursary.

MOTION CARRIED

7.1.4 Haida Education Terms of Reference to include Haida Child And Family Services Representative

R18103013 THAT the Board of Education of School District No. 50 (Haida Gwaii) agree that the Terms of Reference be updated to include a Haida Child and Family Representative to the Haida Education Council.

MOTION CARRIED

7.1.5 Tom Swanky

7.2 Haida Education Council Recommendations - see item 7.1

7.3 Trustee Financial Disclosure

7.4 BC School Trustees' Association Academy (pages 25-30, Regular Package)

R18103014 THAT the Board of Education of School District No. 50 (Haida Gwaii) appoint Wilson Brown as the BC School Trustees' Association Representative.

MOTION CARRIED.

7.5 Funding Formula (pages 31-32, Regular Package)

7.6 Tsunami Tower / Great Shake Out

8. OPERATIONAL ISSUES

8.1 October 2018 Finance Vouchers (pages 33-41, Regular Package)

R18103015 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve the October 2018 Financial Vouchers.

MOITON CARRIED

8.2 2018/2019 Enrolment (pages 42-43, Regular Package)

8.3 FTE Employees by Program: Form 1530 (pages 44-46, Regular Package)

8.4 Trustee Election Results (pages 47-49, Regular Package)

8.5 Trustee Remuneration (page 50, Regular Package)

R18103016 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve to revise Trustee remuneration effective Jan 01, 2019 to reflect the annual remuneration as follows:

1.1 Chairperson \$14,758

1.2 Vice-Chairperson \$13,109

1.3 Trustee \$12,000

MOTION CARRIED

8.6 Election of BC School Trustees' Association Representative – see item 7.4

8.7 Acknowledgement of Principals

8.8 High risk field trip – Gidgalang Kuuyas Naay Secondary (pages 3-10, Additions & Attachments)

R18103017 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve the field trip as submitted.

MOITON CARRIED

9. QUESTIONS AND ENQUIRIES RELATING TO THE BOARD MEETING

The Board of Education of School District No. 50 (Haida Gwaii) and members of the public held a question and answer period. The following agenda items were discussed:

- Recognition and appreciation to the current Board
- Funding Model Review policy
- High School Post-Secondary tours and funding

10. Trustee Haawa and Appreciation

11. ADJOURNMENT

THAT the Board of Education of School District No. 50 (Haida Gwaii) adjourn the Regular Board meeting at 19:31 hours.


Secretary-Treasurer


Chairperson



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

Policy D. 14 Physical Restraint and Seclusion in School Settings

Recommended: November 2018

Preamble

The Board of Education believes that behaviour interventions for students must promote the rights of all students to be treated with dignity. Behaviour interventions for all students must emphasize prevention and positive behaviour supports, and every effort must be made to employ preventative actions that preclude the need for the use of physical restraint or seclusion.

Policy

Student access to an effective educational program is a basic right of each student in School District No. 50 (Haida Gwaii). Positive and least restrictive approaches in the provision of student supports are considered best practice. Respect for student rights, maintaining student dignity and the safety of all involved is paramount. The overarching goal of learning environment design is the creative use of space to facilitate and support positive student learning experiences – rather than punitive, disciplinary ones.

The purpose of these provisions is to promote a response that protects both the individual and others' safety and well-being.

1. Definitions

- a) "Behaviour" – the actions by which an individual adjusts to their environment. It is commonly understood that behaviour is communication. It is the impact of the behaviour that dictates whether the behaviour is negative or positive.
- b) "Physical Restraint" – is a method of restricting another person's freedom of movement or mobility in order to secure and maintain the safety of the person or the safety of others. The provision of a 'physical' escort, i.e. temporary touching or holding of a student's hand, wrist, arm, shoulder or back for the purpose of accompanying and inducing a student who is acting out to walk to a safe location, does not constitute physical restraint. Neither is the provision of physical guidance or prompting of a student when teaching a skill, redirecting attention, or providing comfort.
- c) "Seclusion" – is the involuntary confinement of a person, alone in a room, enclosure, or space which the person is physically prevented from leaving. Behaviour strategies, such as 'time out', used for social reinforcement as part of a behaviour plan, are not considered 'seclusion'. Neither is it considered seclusion where a student has personally requested to be in a different/secluded location or space.
- d) "Time-out" – is the removal of a child from an apparently reinforcing setting to a presumably non-reinforcing setting for a specified and limited period of time.



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

2. Regulations

- 2.1 Staff who work directly with a student in situations where there is a potential for imminent danger of serious physical harm to the student or others must be familiar with the *Provincial Guidelines – Physical Restraint and Seclusion in School Settings, B.C. Ministry of Education June 3, 2015*.
- 2.2 Physical restraint or seclusion is used *only* in exceptional circumstances where the behaviour of a student poses imminent danger of serious physical harm to self or others and where less restrictive interventions have been ineffective in ending imminent danger of serious harm.
- 2.3 Schools will have access to individuals, preferably staff members, who are trained in positive behaviour intervention supports, conflict and crisis de-escalation, and non-violent crisis intervention techniques.
- 2.4 All staff working directly with a student where there is a potential for imminent danger of serious physical harm to self or others will be provided the opportunity to participate in Crisis Prevention Intervention training regarding the use of physical restraint and seclusion.
- 2.5 The Superintendent of Schools will review the physical restraint and seclusion policy annually to ensure alignment with current research/practice.

3. Administrative Procedures

- 3.1 Restraint and seclusion procedures are emergency, not treatment, procedures. Neither restraint nor seclusion are used as a punishment, discipline, or to force compliance.
 - 3.1.1 Physical restraint or seclusion can never be conducted in a manner that could, in any way, cause harm to a student, i.e. never restricts the breathing of a student; never places a student in a prone position (i.e. facing down on their stomach) or supine position (i.e. on their back, face up); never employs the use of mechanical devices.
 - 3.1.2 Any student placed in seclusion must be continuously visually observed by an adult who is physically present throughout the period of seclusion.
- 3.2 School personnel will make every effort to structure learning environments and provide learning supports that make physical restraint and seclusion unnecessary.
- 3.3 Restraint or seclusion is discontinued once imminent danger or serious physical harm to others has dissipated.



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

- 3.4 To inform the development of safety plans, educational assessments, including functional behaviour assessments, are provided for all students whose pattern of behaviour impedes their learning or the learning of others.
- 3.5 Positive educational/behaviour interventions and mental health supports will routinely be provided for all students who require them, and they will be provided in a safe and least-restrictive environment.
- 3.6 The safety plan:
 - 3.6.1 Addresses the underlying cause or purpose of potentially harmful behaviour.
 - 3.6.2 Incorporates a description of specific behaviours, triggers and indicators, positive behaviour interventions, and includes strategies that will help students learn to de-escalate their behaviour.
 - 3.6.3 Is developed in cooperation with the parent/guardian(s) and, where appropriate, the student.
 - 3.6.4 Is attached to the student's IEP, reviewed regularly, and, at least, annually.
- 3.7 Every instance where physical restraint or seclusion of a student occurs the case manager and classroom teacher(s) together with other members of the team (i.e. Ministry of Children and Family Development, Psychologists, Psychiatrists, Pediatricians), parent/guardian(s) and student (as appropriate) will investigate the underlying causes of the behavioural incidents (i.e. Functional Behaviour Assessment, analysis, interview); develop an appropriate plan of intervention (i.e. Individual Education Plan, Positive Behaviour Support Plan, Safety Plan); and monitor the plan of the intervention on an ongoing basis and revise as necessary.
- 3.8 Every instance where physical restraint or seclusion of a student occurs must be documented and a report provided to the parent/guardian(s), and submitted to the Principal or designate and the Superintendent of Schools as soon as possible after an incident/always prior to the end of the school day on which the incident has occurred – see Appendix A.
- 3.9 Safety plans must be reviewed and revised in the following situations:
 - 3.9.1 Repeated use of physical restraint and/or seclusion for a particular student.
 - 3.9.2 Multiple uses of physical restraint and/or seclusion within the same classroom.
 - 3.9.3 Repeated use of physical restraint and/or seclusion by an individual.



SCHOOL DISTRICT NO. 50 HAIDA GWAI
BOARD POLICY MANUAL

APPENDIX A

Restraint or Seclusion is an emergency procedure to be employed only when there is an imminent danger to self or others. In the event of restraint/seclusion procedures being implemented, the Principal, the student's parent/guardian(s) must be informed and the following form completed. The Superintendent of Schools must be informed no later than end of day.

TO BE COMPLETED BY SCHOOL PRINCIPAL IN CONSULTATION WITH ALL SCHOOL STAFF INVOLVED.

SAFETY PHYSICAL RESTRAINT / or SECLUSION INCIDENT REPORT

Student Name:		Grade:	Designation (if applicable)
Teacher:	School:	Date:	
Nature of restraint/seclusion (describe exactly what procedure was used):			
Time procedure began:		Time procedure ended:	
Staff person initiating restraint/seclusion:			
Others present/involved:			
Describe the behaviour that led to the emergency use of restraint/seclusion, including time, location, activity and other contributing factors:			
Was there:			
<input type="checkbox"/> Imminent serious physical harm to themselves			
<input type="checkbox"/> Imminent serious physical harm to others			
<input type="checkbox"/> Imminent serious physical harm to themselves and others			
Procedures used to attempt to de-escalate the student prior to using restraint/seclusion:			
Follow up with student after the restraint/seclusion:			
Was a debriefing held or is a debriefing scheduled which includes school personnel and parents (and student, if appropriate) and which will include reviewing incident and existing plans and revising them, if necessary?			
If yes, date of meeting:			
When and how was the parent/guardian notified:		Name of Principal completing form:	
By whom:			



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

INFORMATION SHEET

TO: The Board of Education
FROM: Shelley Sansome, Secretary Treasurer
DATE: December 18, 2018
SUBJECT: Secretary Treasurer Report

Since the November 27, 2018 board meeting I've been involved with the following items:

- A conference call with the BC Public Schools Employers' Association and the Public Sector Employers' Council regarding excluded staff compensation policy direction;
- Submission of the quarterly General Reporting Entity (GRE) report;
- A conference call with the Ministry of Education regarding Recalculated Operating Grants for 2018/2019
- Attendance at the BCSTA Trustee Academy, specific workshop attendance at:
 - Trustee Business
 - Labour Relations
 - Digital Footprint
 - North West Branch Meeting
 - Co-Governance Relationship
 - Improving Media
 - Indigenous Understanding
 - Bargaining Preparation
 - Deputy Minister Update
 - Motion Writing
 - Board Decision Making
- A conference call with representatives from the Vancouver Island Regional Library;
- Develop a service agreement with legal counsel to be used for community initiatives;
- Policy revisions;
- A meeting with Principals;
- Financial management;
- Other confidential matters.

Gudangaay Tlaats'gaa Naay Secondary School Monthly Report – December

Principal Ian Keir

- We are in the final push to get students to finish up school work before the Winter Break. No events on our calendar during the last two weeks of school.
- Grade 10, 11, and 12 students each completed three days of Sexual Health lessons with Alicia Embree. The feedback from Alicia was that GTN students fully participated and learned a lot.
- We received a donation of beef from Stan Hansen and May Russ. With the support of Farm to Schools, staff and students processed the beef into ground beef and jerky. The bones were turned into stock. All the food will become part of our lunch program.
- Currently have Boys and Girls Basketball teams as well as Wrestling teams practicing regularly.
- COAST Day on December 20. Christmas Breakfast and a variety of activities happening for students including: skateboarding, baking, making Christmas presents in the shop, biking, weaving, animation, and beading.
- We have students working on an extracurricular marine art project with Judy Hilgemann.
- I participated in the After-School Sports and Arts Initiative (ASSAI) Community Forum in Victoria on November 29-30.
- I completed my Applied Suicide Intervention Skills Training (ASIST) training on December 1-2. GTN currently has five people on staff who have their ASIST.



GTN staff and students work at processing beef that was donated to the school foods program (November 28-30, 2018).

Tahayghen Elementary
Principal: Verena Gibbs

District Portfolios: Health and Safety, Safe Schools, SOGI, Farm to School, HEC

The Salad Bar continues to run smoothly and successfully due to the diligent commitment from PAC parents. Shelly Crack and I worked on an order of new kitchen equipment that should be here in the new year. Student and staff thanks all of our parent volunteers at our Winter Concert.

Our Winter Concert included poems and songs in English and in. Students, with the support of our FNRW Candace, made all the cookies and light refreshments. The gym was packed with a great turn out of family and community members.

Santa's Breakfast preparations are also underway. This event takes place on Thursday December 20th at 9:00am and trustees are warmly invited.

Preparation is also underway for the Winter Activity planning scheduled to begin at the end of January. We will continue to work with the staff at Chief Matthews and invite their grade 5s to join our programming. This year we are hoping to have the following workshops: weaving (Christine Carty), music (Marcus Alexander), charcoal/chalk art (Dejah Busch), archery (Toby Sanmiya), surfing (Peter Reynolds) and cooking (Andre Johnstone).

On a district note, I had a teleconference with the regional SOGI (Sexual Orientation and Gender Identity) team and things are progressing nicely on the North Coast. I have connected with most of the SOGI School Leads and will be following up with new years to confirm school goals and staff presentations are underway. I am also available to present to school board trustees at their request.

Sk'aadGaa Naay Elementary
Principal: Leighann Rodger

We have been working on a number of things at Sk'aadgaa Naay. We had our November session of PALS for the K/1 class. We have been planning a number of events with the Haida Heritage Centre Kay Llangaay for visits to the Centre and for a museum curator to come to the school to deliver presentations. Our grade fives have been continuing to take part in Outdoor Education through our partnership with Mount Moresby Adventure Camp. We provided accommodations and hosted the Maori girls basketball team at our school for a weekend and enjoyed an excellent school-wide presentation from the team. We also had a presentation from the Harlem Crowns for our intermediate students. Report cards went home on December 11 and parent teacher conferences took place on December 14. Our Winter Concert is coming up on Wednesday, December 19 at 7pm. Please feel free to join us

GidGalang Kuuyas Naay Secondary
Principal: Deavlan Bradley

- On December 3, we had a visiting girls' basketball team from Maori territory tour the school and attend some classes with students. Kris Olsen took the girls on an educational stewardship walk, and the visitors presented to the school with some of their cultural practices.
- Alicia Embree has been presenting her health workshops to students in grades 8-10. Senior grades will finish their workshops next week.
- Thanks to an innovation grant, Robert's carving tent has been purchased, assembled and a pallet floor has been installed. When the weather settles down a bit, we hope to be able to carve argillite or wood with students in this new covered area.
- We received a visit from the Harlem Clowns on December 7. The Clowns presented to students about making good choices and valuing education.
- I hope that Trustees have received an invitation to attend our Christmas Feast on December 20th. Students are gearing up for this annual event. It is well supported by local businesses and community organizations. As part of the events of the season, we collect non-perishable food items and donate to the local Hamper program as well as to Skidegate and Queen Charlotte food banks. Students annually donate at least a thousand canned items. We anticipate this year to be no exception.

I hope the holidays treat everyone well.

**TRUSTEE EXPENDITURE REPORT
AS OF November 30, 2018**

		November	Year-To-Date	Budget	Available	% Spent
4-40-19000	GOV HONORARIUM	3,638.38	21,881.44	55,119.00	33,237.56	40%
4-40-20000	GOV BENEFITS	48.22	411.06	6,266.00	5,854.94	7%
4-40-31200	PROFESSIONAL SERVICES-LEGAL		3,387.64		(3,387.64)	0%
4-40-34000	GOV TRAVEL, MEALS, MILEAGE	5,848.83	11,756.39	35,014.00	23,257.61	34%
4-40-37000	GOV DUES & FEES		7,055.97	8,822.00	1,766.03	80%
4-40-39000	INSURANCE		0.00	1,135.00	1,135.00	0%
4-40-42000	OTHER CONTRACTS	2,005.65	7,557.38			0%
4-40-42025	ELECTIONS	3,626.72	8,611.24	20,000.00	11,388.76	43%
4-40-51000	GOV SUPPLIES	30.34	49.24	1,000.00	950.76	5%
4-40-59000	COMPUTER EQUIPMENT	7,515.08	7,515.08	12,500.00	4,984.92	60%

Total		22,713.22	68,225.44	139,856.00	79,187.94	49%
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Compilation of Dates in Canadian Indigenous History

History of Indigenous Peoples	
Pre-contact	Aboriginal settlements with complex cultures and their own economies, governments and laws.
1400s	European settlement of North America begins.
1774	Royal Proclamation of 1763 Aboriginal peoples proclaimed as tribes and that they continue to possess traditional territories until they are ceded to or purchased by the Crown. The proclamation has never been repealed and has the force of law in Canada, recognized in Section 25 of the Constitution Act of 1982.
	First recorded contact of the Spanish explorer Hernandez and Honda people.
1778	Captain Cook lands on the coast of BC and claims the land for Britain
1793	First recorded contact between George Vancouver and Nisga'a' people.
1831	Mohawk Indian Residential School Opens. The earliest Indian Residential school
1849	Vancouver Island becomes a British Colony. British Crown gives trading rights to BC and places it in charge of immigration and settlement
1850	James Douglas makes a series of 14 land purchases from Aboriginal peoples. The Douglas Treaties cover approximately 576 square kilometres of land on Vancouver Island. Aboriginal peoples are paid in blankets and promised rights to hunt on unsettled lands and to carry on fisheries "as formerly." A policy is set to allow no more than 10 acres of reserve land per Aboriginal family-settlers are allowed 320 acres.
1857	In the Province of Canada an Indian man could qualify for the right to vote by applying for enfranchisement and receiving an allotment of reserve lands, which would be subject to assessment and taxation. Enfranchisement simply removed all distinctions between the legal rights and liabilities of Indians and those of other British subjects. It did not in itself, grant an entitlement to vote. Enfranchisement did, however, require the abandonment of reserve rights and the right to live with one's family and culture. Further, it was dependent upon proof of literacy, education, morality and solvency. Consequently, the requirements for enfranchisement constituted discriminatory conditions imposed on Indians, preventing them from qualifying for the right to vote. ¹
1858	Mainland of BC is declared a colony of Britain.
1859	New Westminster becomes the first capital of BC.
1862	Smallpox kills one of every three Aboriginal people. Smallpox epidemic ravages Aboriginal people in BC. The Haida are almost wiped out, losing up to 80% of their kin. The Wet'suwet'en and Gitksan lose 30% of their kin. Smallpox spreads from Bella Coola to Nagwuntl'oo. One-third of the people die. The following excerpt appears in the writings of Father Morice. "...I myself saw the graves of perhaps 500 Aboriginals. Two white men...went and stealthily gathered the blankets of the dead, which had been thrown away in the bush, and were therefore infested with smallpox, which they sold out again to the Aboriginal people without revealing their origin, thus causing a second visitation of the

	plague, which carried off the second third of the Aboriginal population..." (Morice p. 317).
1864	Joseph Trutch is appointed commissioner of lands and works. Trutch denies Aboriginal title and sets forth a policy prohibiting rights of pre-emption of Aboriginal people and adjusting the size of reserve land.
1866	Colony of Vancouver Island merges with the mainland colony of BC.
1867	The British North America Act of 1867 creates the Dominion of Canada
1871	BC joins Dominion of Canada. Control of Indians is assumed by Canada. BC Retains authority over land and resources.
1875	The province of BC passed legislation providing that "no Chinaman or Indian" could vote.
1876	Indian Act is created. The Act consolidates all previous Indian legislation, defines Indian status and gives the Superintendent General administrative powers over many aspects of Indian life.
1880	Aboriginal children are removed from home and family for education and "civilization" begins.
1880	Section 3 of An Act Further to Amend The Indian Act, 1880 made the exercise of these practices a criminal offence: 3. Every Indian or other person who engages in or assists in celebrating the Indian festival known as the "Potlatch" or in the Indian dance known as the "Tamanawas" is guilty of a misdemeanor, and shall be liable to imprisonment ... and any Indian or other person who encourages ... an Indian or Indians to get up such a festival or dance, or to celebrate the same, ... is guilty of a like offence ...
1881	Chief Mountain leads a Nisga'a protest delegation to Victoria.
1884	An amendment to the Indian Act prohibits the potlatch and sundance. Although the first conviction under the law comes in 1890, it is not enforced on a large scale until the 1920s. The law is rescinded in 1951.
1895	The first such provision, enacted in 1880 was amended and broadened in 1895. 101) A further provision, aimed at Indian dances in general taking place off-reserve, was enacted in 1914: 2. Any Indian in the province of Manitoba, Saskatchewan, Alberta, British Columbia, or the Territories who participates in any Indian dance outside the bounds of his own reserve, or who participates in any show, exhibition, performance, stampede or pageant in aboriginal costume without the consent of the Superintendent General of Indian Affairs or his authorized Agent, ... shall on summary conviction be liable to a penalty not exceeding twenty-five dollars or to imprisonment for one month, or to both penalty and imprisonment.
1899	Treaty 8 is signed with the Beaver, Cree, and Dene Indians located in the Peace River District of the province.
1906	Delegations from several Native Nations travel to Victoria, Ottawa, and London England regarding land rights.
1907	Stories of the health of the children were coming to light and "many children would die before the government finally intervened in 1907 by sending Dr. Peter

	Bryce to assess the health situation at the schools. Dr. Bryce was the Medical Inspector for the Department of Indian Affairs, and he did not attempt to disguise the horror of what he found. In his official report, Bryce called the tuberculosis epidemic a "'national crime' ... [and] the consequence of inadequate government funding, poorly constructed schools, sanitary and ventilation problems, inadequate diet, clothing and medical care." (A National Crime: The Canadian Government and the Residential School System, 1879 to 1986, p. 75.) He calculated mortality rates among school age children as ranging from 35% and 60%."4
1912	The federal and provincial governments agree that a Royal Commission should re-examine the size of every reserve in the province.
1914	Amendment to the Indian Act - Western Aboriginals must seek official permission before appearing in Aboriginal "costume" in any public dance, show, exhibition, stampede, or pageant.
1916	Allied Tribes of BC formed. McKenna-McBride Commission recommends changing and redistributing reserve lands. It recommend enlargement of some reserves and reduction of others.
1920	McKenna-McBride recommendations are implemented.
1920	Duncan Campbell Scott, Deputy Superintendent of Indian Affairs, makes residential school attendance compulsory for Indian children between the ages of 7 and 15.
1922	Chief Medical Officer for Indian Affairs Peter Henderson Bryce reports that conditions in the schools are "dangerous to health." In 1922 he self-published a complete report on these findings entitled, "A National Crime." Not everyone welcomed Dr. Bryce's report, or indeed, the similar such findings* of others. His requests for additional funds to address some of the basic health concerns were denied. Parts of his incriminating report were suppressed by Duncan Campbell Scott, Superintendent of Indian Affairs, who then also terminated the position of Medical Inspector. Clearly, the health of Aboriginal school children was not going to be made a priority.
1927	Joint parliamentary committee in Ottawa finds that land claims have no basis. The committee also recommends a prohibition on the raising of money for land claims.
1927	Indigenous peoples are banned from hiring lawyers or legal representatives regarding land claims against the federal government without the government's approval. The growth of organizations devoted to political activism among Native peoples spurred a 1927 Indian Act amendment that required a permit for the solicitation of funds for any legal claim pressed by Natives. The superintendent general gained the power to issue such licences. The official rationalization for the practice emphasized its protective aspects-such as guarding Natives from unscrupulous lawyers and outside agitators-but other motives were also present. It was, in fact, aimed more directly at people like Frederick Loft and organizations like the League of Indians, the Six Nations Council, and the Allied Tribes of B.C. that had launched legal action against the government. The legislation impeded the pursuit of these

	claims, undermined efforts to gain nationwide support by restricting the collection of funds that made travel and gatherings possible, and permitted harassment of and charges against the individuals involved in these organizations. These provisions, which were repealed only in the 1951 revisions of the Indian Act, inhibited the growth of a national Native organization. ³
1939	Native Brotherhood of BC is formed.
1947	Returning Aboriginal war veterans are denied the benefits their non-Aboriginal counterparts receive. Having left their Aboriginal group of origin to fight for Canada, they are stripped of their Aboriginal status and become known as non-status Indians. They are therefore denied standard Department of Indian Affairs benefits. (TFN)
1949	BC Indians receive the right to vote in provincial elections. Frank Calder is elected to the provincial legislature.
1950	The Indian Act is amended, and laws prohibiting the potlatch, sundances, and land claims activities are repealed.
1955	Nisga'a land Committee is re-established as Nisga'a Tribal council
1960	Aboriginal people are given the right to vote in federal elections. Phasing out of Indian Residential schools begins.
1969	Ottawa introduces the "White Paper" (Statement of the Government of Canada on Indian Policy), which seeks to eliminate certain "privileges" of Aboriginal people, by abolishing the Indian Act and Federal obligations to Aboriginal people. BC Association of Non-Status Indians is formed. Union of BC Indian Chiefs is formed to proceed with a land claim on behalf of all BC Status Indians.
1973	Calder decision: The Supreme Court of Canada rules that the Nisga'a held Aboriginal title before settlers came, but the judges are split evenly on the questions of the continuing existence of that title.
1974	Federal government starts negotiations with Nisga'a peoples.
1982	New Canadian Constitution guarantees Aboriginal and treaty rights.
1985	Bill C-31, enacted by the Parliament, restores status and band membership to native women, lost under section 12(1)(b) of the Indian Act. The Bill also restores status to their children. Bands gain control over membership.
1990	Elijah Harper (NDP MLA for Manitoba) achieved national fame for his refusal to accept the Meech Lake Accord, a constitutional amendment package negotiated to gain Quebec's acceptance of the Constitution Act, 1982. Under the Manitoba legislature's rules of the day, the legislature had to unanimously consent to a motion that would bring the Accord up for vote. Harper was displeased that the Accord had been negotiated in 1987 without the input of Canada's First Nations. " Well I was opposed to the Meech Lake Accord because we weren't included in the Constitution. We were to recognize Quebec as a distinct society, whereas we as Aboriginal people were completely left out. We were the First Peoples here - First Nations of Canada - we were the ones that made treaties with the settlers that came from Europe. These settler people and their governments didn't recognize us as a Nation, as a government and that is why we opposed the Meech Lake Accord. ²

1994	<p>Delgamuukw decision: The BC Supreme Court rejects the tribal nations claim. Chief Justice McEachern finds that Aboriginal title had been extinguished in BC. The Gitksan-Wet'suw'en appeal the decision.</p> <p>BC Claims Task Force releases its report recommending a six stage treaty negotiation process and the formation of the BC Treaty Commission to facilitate negotiations.</p> <p>BC Ministry of Native Affairs is renamed BC Ministry of Aboriginal Affairs.</p> <p>Government of BC officially recognizes the inherent rights of First Nations to Aboriginal title and to self-government and pledges to negotiate just and honourable treaties.</p>
1992	Representatives of the First Nations Summit and the federal and BC governments make a formal commitment to negotiate treaties in BC by signing the BC Treaty Commission Agreement.
1993	The BC Court of Appeal recognizes the continuing existence of Aboriginal rights in the Delgamuukw case.
1994	The Nisga'a Agreement in Principle is initialled and signed by representatives of the Nisga'a Tribal Council and the federal and BC governments.
1996.	The last federally-run residential school, Gordon Indian Residential School in Saskatchewan is closed
1997	Report of the Royal commission on Aboriginal Peoples is released.
1998	<p>Supreme Court Ruling of Delgamuukw: A new trial must be held because the oral histories of the Gitksan-Wet'suw'en were not assessed correctly.</p> <p>An apology comes from the federal government for its treatment of Aboriginal peoples, based on the recommendations of the Royal Commission on Aboriginal Peoples.</p> <p>The Nisga'a Final Agreement is initialled. (To become Treaty, the Agreement must be ratified by the province of BC, the Nisga'a Tribal Council and the government of Canada.</p>
2005	The Kelowna Accord called for spending \$5 billion over five years to improve native education, health care and living conditions. Paul Martin's minority Liberal government fell before the accord could be implemented.
2008	Prime Minister Stephen Harper offers a formal apology on behalf of Canada over residential schools.
2009	Prime Minister Harper claims, "We also have no history of colonialism," at a press conference during the G20 Summit in Pittsburgh, USA.
2010	Canada signs the United Nations Declaration on the Rights of Indigenous Peoples.
2011	Bill C-3 comes into place to fill the gaps in Bill C-31 (1985), granting 6(2) status to grandchildren of women who regained status in 1985, but who only passed on 6(2) status onto their children.
2011	While other churches issued formal apologies for their participation in the

	Residential School System between 1986 and 1994, the Canadian Conference of Catholic Bishops continues to refuse to issue a formal apology.
2012	The interim report of the TRC reveals a lack of cooperation on the part of federal government and its failure to provide full access to documents requested by the commission.
2015	<p>The final report for the Truth and Reconciliation Commission is released at the closing ceremony in Ottawa. "I think as commissioners we have concluded that cultural genocide is probably the best description of what went on here [in Canada]."</p> <p>"It is precisely because education was the primary tool of oppression of Aboriginal people, and mis-education of all Canadians that we have concluded that education holds the key to reconciliation." —The Honourable Justice Murray Sinclair</p>
2018	A renewed BC Tripartite Education Agreement: Supporting First Nation Student Success (BCTEA) has been signed, setting the foundation for further growth and changes to support the growth of our BC First Nations education system. Those changes include new funding commitments, new First Nations education commitments from Canada and BC, continuation of our Special Education Program, and important Nominal Roll changes, among others. ⁶

All the sites utilized for the above information are listed below.

¹<http://publications.gc.ca/Collection-R/LoPBdP/BP/bp175-e.htm>

²*Eljah Harper*. All Our Relations. CBC <http://www.cbc.ca/player/play/2672432466> accessed March 29, 2016.

³<https://canadianhistory.ca/natives/timeline/1920s/1927-prohibition-on-fundraising-by-natives-and-native-organizations>

⁴<http://wherearethekids.ca/en/timeline/#40>

⁵<https://www.bctf.ca/uploadedFiles/POH/timelineENG.pdf> *

⁶<http://www.fnesc.ca/bctea/>

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Copyright permission given by Tseshahat First Nations (TFN) to use portions of their text from "Timeline of Some Historic, Social, and Political Events of Aboriginal Groups in B.C."

Sources for Tseshahat (TFN) text: Kehoe, Alice. B. 1981. *North American Indians: A Comprehensive Account* Englewood Cliffs, N.J. Prentice-Hall, Inc., (pages 224-25, 228-229, 234, 264, 428, 429, 436-37, 495-96)

Birchwater, Sage. 1991. *'Ulkatchot'en: The People of Ulkatcho Anahim Lake, B.C.* Ulkatcho Indian Band.

Morice, Adrien-Gabriel. 1978. *The History of the Northern Interior of British Columbia* Smithers, B.C. Interior Stationary (1970) Ltd. (pages 317, 320).

Monet, Don. and Ardythe Wilson (Skanu'u) 1992. *Colonialism on Trial: Indigenous Land Rights and the Gitksan and Wet'suwet'en Sovereignty Case Gabriola Island, B.C.*, Philadelphia, P.A. New Society Publishers (pages 4 to 17).



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

Policy A.2.1 (Formerly 1130)

Policy: BOARD MEETING PROCEDURES

Date Passed: November 24, 1998

Date Revised: May 26, 2015

Recommended Revisions: December 18, 2018

PREAMBLE

Section 67(5) of the School Act requires boards to establish procedures governing the conduct of its meetings. **No act or proceeding shall be valid or binding on the Board of Education ("Board") unless such act or proceeding shall have been adopted at a meeting called and held as provided by the *School Act* or by Board policy.**

QUORUM

- 1.1 A quorum of a board is a majority of the Trustees holding office at the time of the meeting of the Board (School Act - Section 66).

MINUTES

- 2.1 The minutes of the proceedings of all meetings of the Board shall be recorded, certified as correct by the Secretary Treasurer or other employee designated by the Board, and signed by the Chairperson or other member presiding at the meeting at which the minutes are adopted.
- 2.2 Except for minutes of a meeting from which persons other than Trustees or Officers of the Board, or both, were excluded, the minutes shall be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee not exceeding fifty cents (.50 cents) per page (School Act - Section 72). **All board meeting minutes shall be made available to the Board appointed auditors for review.**
- 2.3 **Draft minutes will be emailed to Trustees within one week of the meeting for feedback and will be included in the next board meeting package for approval.**

INAUGURAL MEETINGS:

- 3.1 The Board shall meet as soon as possible after general election of Trustees and in any event within 30 days from the date that the new board begins its term of office. The meeting will be convened by the Secretary-Treasurer, who will act as interim Chairperson until the ~~election process for~~ Board Chairperson has been elected ~~taken place~~ (School Act - Section 67).
- 3.2 Oaths and declarations will be taken for all Trustees elected.



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

- 3.3 The interim Chairperson of the meeting shall call for the election of a Chairperson of the Board and open the meeting for nominations. Elections for Chairperson of the Board will be by ballot vote in which that person receiving a clear majority shall be elected Board Chairperson. If no person receives a clear majority, further ballots shall be taken until the same is achieved or, if a tie shall occur, the election shall be decided by the drawing of lots.
- 3.4 ~~Following the declaration of Chairperson of the Board, the Chairperson will assume the chair and~~

REGULAR MEETINGS:

- 4.1 A regular meeting shall be held at least once a per month **September to June. ~~on the fourth Tuesday of the month commencing at 1900 hours. The Board may, by resolution, decide upon an alternate date for a regular meeting.~~** Additional meetings shall be held as the Board may decide.
- 4.2 At the appointed time for commencement of a meeting the presiding officer shall ascertain that a quorum is present before proceeding to the business of the meeting. If a quorum has not been made within one-half hour after the appointed time, the meeting shall stand adjourned until the next regular meeting date or until another meeting has been called in accordance with these procedures. After a meeting has commenced, if notice is drawn to a lack of quorum, the presiding officer shall ascertain whether there is a lack of quorum and, if so found, adjourn the meeting to a time certain or to the next regular meeting date, at their discretion.
- 4.3 The order of business at all regular meetings, unless varied by motion, shall be as follows:
- (a) **Acknowledgement of Haida Territory**
 - (b) **Call to Order**
 - (c) **Pubic Question Period (10 minutes in total)**
 - (d) **Approval of Agenda**
 - (e) **Approval of Minutes of Prior Meetings and Receipt of Records of Closed Meetings**
 - (f) **Report on Action from Previous Meeting**
 - (g) **Delegations/Presentations**
 - ~~(h) **Reports**~~
 - (h) **Strategic and Policy Issues**
 - (i) **Operational Issues**



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

(j) Correspondence

(k) Questions and Enquiries Relating to the Board Meeting Period

(l) Adjournment

- 4.4 A change to the prescribed order of business may be proposed by any Trustee and shall require unanimous consent, without debate.
- 4.5 The agenda and notice of meetings shall be prepared by the Secretary Treasurer under the direction of the Chairperson. Written notice of each meeting, together with the proposed agenda, must be given to each Trustee at least 48 hours in advance of the meeting. Agenda packages will also be sent to identified representatives.
- 4.6 Minutes of all proceedings passed at meetings of the Board shall be kept by the Secretary Treasurer. Such minutes are to be concise and are to detail proceedings of the Board but not the contents of speeches.
- 4.7 All meetings shall stand adjourned at two hours after their commencement unless a resolution is passed by two-thirds majority to extend the hour of adjournment.
- 4.8 All regular meetings of the Board shall be open to the public and no person shall be excluded, except for improper conduct. If, in the opinion of the Board, the public interest so requires, the Board may order a meeting or part thereof to be closed and may exclude persons other than Trustees or persons other than Trustees and Officers.

SPECIAL MEETINGS:

- 5.1 A special meeting of the Board may be called by the Chairperson or, upon written request of a majority of the Trustees, may be called by the Secretary Treasurer. No business other than that for which the meeting was called shall be conducted at the meeting.
- 5.2 Written notice of a special meeting and an agenda shall be given to each Trustee at least forty-eight (48) hours in advance of the meeting. Delivery of a written notice and the agenda may be waived by a majority vote, providing all reasonable steps have been taken to notify all Trustees of the meeting.

CLOSED MEETING (IN CAMERA)

- 6.1 The Board may convene a meeting without the public, or without the public and staff present, at which matters of a confidential nature shall be discussed. No Trustees shall disclose to the public the proceedings of a closed meeting unless a resolution has been passed at the closed meeting to allow disclosure.
- 6.2 Unless otherwise determined by the Board, the following matters shall be considered in closed meeting:

Salary claims and adjustments and the consideration of requests of employees and



SCHOOL DISTRICT NO. 50 HAIDA GWAII BOARD POLICY MANUAL

Board Officers with respect to collective bargaining procedures;

Accident claims and other matters where Board liability may arise;

Legal opinions respecting the liability or interest of the Board;

The conduct, efficiency, discipline, suspension, termination or retirement of employees;

Medical Examiners or examinations and medical reports;

Matters pertaining to individual pupils including the conduct, discipline, suspension or expulsion of pupil, truancy and indigent pupils;

Purchase of real property including the designation of the sites, consideration or appraisal reports, consideration of accounts claimed by owner, determination of Board offers and expropriation procedures;

Lease, sale or exchange of real property prior to finalization thereof;

Matters pertaining to the safety, security, or protection of Board property;

Such other matters where the Board decides that the public interest so requires.

All other matters shall be considered in public session.

6.3 Prior to adjourning a Closed Meeting, the Chairperson shall request a motion to rise and report on all decisions and/or deliberations conducted and/or recorded.

6.4 A record of matters discussed In-Camera will be presented at the next Regular Board Meeting.

CHAIRPERSON AND PRESIDING OFFICERS

7.1 The Chairperson provides Board leadership and is primarily responsible for safeguarding the integrity of the Board's governance processes. The Chairperson is the Board's spokesperson and represents the Board in the community.

7.2 The Chairperson shall preside at over all Board meetings ensuring they are fair, open and thorough yet efficient, orderly and productive. ~~of the Board but may vacate the Chair in order to enter debate or propose or second a motion.~~

7.3 The Vice Chairperson shall preside in the absence of the Chairperson or when the Chairperson vacates the Chair.

7.4 In the event that neither the Chairperson nor the Vice Chairperson are able or willing to take the Chair, the presiding officer shall be such person as the Board may elect from that meeting.



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

- 7.5 The Chairperson and the Vice Chairperson shall be elected for a term of one (1) year in ~~November~~ ~~December~~ of each year.
- 7.6 The presiding officer shall rule on all points of order and shall state ~~their his/her~~ reasons and the authority for ruling when making a ruling. The presiding officer's ruling shall be subject to appeal to the Board. An appeal may only be requested immediately after a ruling and before resumption of business.
- 7.7 The Chairperson shall vote in accordance with paragraph (Voting).

RULES OF ORDER

- 8.1 ~~Where these rules are silent, and where not inconsistent with these Rules, the newly revised edition of Robert's Rules of Order shall apply to the conduct of meetings. A legal opinion may be sought in order to provide assistance or direction to the Board in matters in which the Rules of Order may be silent. The current edition of Robert's Rules of Order shall govern points of order and procedures not provided for in the School Act or this policy. Where there is an inconsistency between these Rules and the School Act, the School Act shall apply over the Rule in question.~~
- 8.2 The Board may adopt or suspend a procedural rule for a specific period of time ~~one (1) or more meetings~~ by resolution of a majority of two-thirds of the Trustees present at the meeting. ~~A Rule other than the requirement for notice of meetings may be suspended by unanimous consent of the Trustees present.~~
- 8.3 The Rules may be amended by resolution only, at a meeting of which notice of intention to propose the amendment has been given at the previous meeting.
- 8.4 The presiding officer's ruling on a point of order shall be based on Rules of Order as ~~stated in paragraph 4.1 herein.~~
- 8.5 An appeal of a ruling of the presiding officer shall be decided without debate by a majority vote of Trustees present. When an appeal is successful it does not necessarily set a precedent.
- 8.6 All questions shall be decided by a vote on motion.

MOTIONS:

- 9.1 Unless expressly required to be exercised by bylaw, all powers of the Board shall be exercised by resolution (motion).
- 9.2 A motion, when introduced, brings business before the meeting for possible action. A motion should be worded in a concise, unambiguous and complete form and, if lengthy or complex, should be submitted in writing.

~~Motions shall be phrased in a clear and concise manner so as to express an opinion or~~



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

~~achieve a result. A preamble does not form part of a resolution when passed.~~

- 9.3 The presiding officer may divide a motion containing more than one subject and it shall be voted on in the form in which it is divided.
- 9.4 No motion other than to postpone consideration of a question, or a procedural motion, shall be repeated within one year except by the reconsideration process.
- 9.5 All motions shall be seconded, including those made In Camera.
- 9.6 All motions are debatable except the following:
- (a) Motion for adjournment of debate or for adjournment of a meeting unless such a motion contains a time for recommencement of debate or for a new meeting;
 - (b) Motion to fix time for adjournment of a meeting;
 - (c) Motion to proceed to the next business;
 - (d) Motion to go into In Camera session.
 - (e) Motion to table unless such a motion contains a date for further consideration of the matter tabled;
 - (f) Motion to refer to the In Camera session;
 - (g) Motion to proceed to next business.
- 9.7 **An amendment is a motion to modify the wording of a pending motion. An amendment to a motion does not require notice. An amendment must be germane, i.e. closely related to or having a bearing on the subject of the motion to be amended. A motion can be amended more than once; however, there can be only one amendment on the floor a time and it shall be dealt with before another amendment is presented or the motion is decided. An amendment to an amendment must be germane to the first amendment and cannot be amended. Only one (1) amendment to an amendment shall be allowed and the same shall be dealt with before the amendment is decided. Amendments must be strictly relevant to the main motion and not alter in a material way or be contrary to the principle embodied in the main motion.**

RECONSIDERATION:

- 10.1 A question may be considered only if notice of a request for reconsideration has been given at the previous meeting and if reconsideration is approved by a two-third majority of those Trustees present.

DEBATE:

- 11.1 Debate shall be strictly relevant to the question before the meeting and the presiding officer shall warn speakers who violate this Rule.
- 11.2 No Trustee shall speak until recognized by the Chairperson.



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

- 11.3 No person shall speak more than once to a question except the mover of a motion, who shall have the right to make a reply when all other Trustees who wish to speak have spoken. No Trustee shall speak for a period in excess of five (5) minutes at one time. The Chairperson shall caution a Trustee who persists in tedious and repetitious debate and may direct them ~~him/her~~ to discontinue if they ~~he/she~~ persists.
- 11.4 A matter of privilege (a matter dealing with the rights or interests of the Board as a whole or of a Trustee personally) may be raised at any time and shall be dealt with forthwith before resumption of business.
- 11.5 No Trustee shall interrupt another Trustee who has the floor except to raise a point of order or a point of privilege.

VOTING:

- 12.1 All Trustees at meetings must vote although a Trustee must abstain from voting in the event that they have ~~he/she has~~ a conflict of interest by reason of having any pecuniary or non-pecuniary interest (direct, indirect or deemed) in a vote. A Trustee who has a conflict of interest must state this and excuse ~~themselves himself/herself~~ from the meeting during discussion and the vote on the matter. A Trustee may also abstain from voting if they ~~he/she states~~ at the meeting ~~their his/her~~ reasons thereon and any such abstention shall be treated without being either negative or positive.
- 12.2 Voting shall be by a show of hands and only the results recorded unless a Trustee requests recording of names. Where names are recorded, both positive and negative votes shall be recorded.
- 12.3 The Chairperson shall vote at the same time as the other members of the Board and, in the case of equality of votes for and against a motion, the question is resolved in the negative and the Chairperson shall so declare.
- 12.4 All questions shall be decided by a majority of the votes of the Trustees present and voting, save as otherwise provided by the procedures or the School Act.

BYLAWS AND RESOLUTIONS:

- 13.1 All matters shall be dealt with by resolution or bylaw. A resolution shall have only one reading but a bylaw has three readings.
- 13.2 The following matters shall only be resolved by bylaw:
- (a) Amendments to bylaws;
 - (b) Appeal procedure;
 - (c) Acquisition or disposal of property owned or administered by the Board (School Act Section 96);
 - (d) Where required by the School Act.
- 13.3 Written notice of intention to propose a bylaw shall be given at the meeting prior to first



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

reading.

13.4 Every bylaw shall be dealt with in the following stages:

- (a) First reading - no debate or amendment;
- (b) Second reading - discussion of the principle of the bylaw;
- (c) Third reading - adoption of the bylaw.

13.5 Every bylaw shall receive three (3) readings on different days. A bylaw may be advanced two (2) or more stages in one day by a unanimous consent under urgent or extraordinary circumstances, the determination of which shall be by the Chairperson.

13.6 The Secretary Treasurer shall certify on a copy of each bylaw the readings and the times thereof and the context of any amendment passed.

BOARD MEETING DELEGATES

14.1 Persons requesting to appear as a delegate to a regular meeting of the Board shall make arrangements through the office of the Chief Executive Officer stating the purpose and subject to be covered by the petition or presentation.

14.2 Persons wishing to make presentations to the Board must have the request, together with all support information, in the School Board Administration Office no later than ten (10) days prior to a regular meeting date, ~~which is scheduled for the fourth Tuesday of the month.~~

14.3 Any late submissions will be reported to the Chairperson of the Board who will adjudicate the urgency of the content, and give direction as to the disposition of the request. Any decisions of the Chairperson of the Board shall be conveyed to the prospective delegate setting out the time, place and who will receive the petition/presentation.

14.4 Delegations/presentations are limited to ~~twenty minutes~~ ~~fifteen (15) minutes per topic.~~ The available time will be distributed equally among the number of delegates or presenters unless the delegate or presenting group(s) agree otherwise.

14.5 It is the prerogative of the Board to decide the course of action to be taken on matters presented. The Board reserves the right to delay or to refrain from making a decision.

14.6 Petitions to the Board, which are not supported by delegate(s), shall be dealt with as general correspondence.

ELECTRONIC MEETINGS

15.1 The Board recognizes there may be circumstances where it is practical or necessary to hold a meeting through electronic means, except for Inaugural Meetings. Accordingly, at the call of the Chairperson, Board meetings may be held using electronic



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

arrangements providing that such arrangements be in accordance with the following:

- (a)** It is practical to hold a meeting of the Board and its Officers using electronic means to deal with matters that require immediate attention, have significant time constraints, are straight forward or procedural in nature, emergencies that are more efficiently handled using electronic means.
- (b)** A Trustee is only able to attend a regular Board meeting through electronic means.
- (c)** Electronic meeting arrangements include video conferencing, telephone or other such technology, and will only be made where it is practical to do so. All Trustees and Officers of the Board attending or participating in the meeting are able to communicate with each other.
- (d)** For purposes of determining a quorum, at the start of an electronic meeting or during an electronic meeting, the Chair shall count as present any Trustees who are connected to the meeting by electronic means.
- (e)** In the absence of pre-circulated material, the Board Chair and Officers of the Board as required, shall brief the meeting regarding the matter, or matters before it and shall read the resolution requiring board consideration and voting.
- (f)** Voting shall occur by each Trustee identifying themselves and indicating their vote either for or against the resolution.
- (g)** Minutes of the Board shall indicate that the meeting was held pursuant to this provision, indicate which Trustees and Officers were connected electronically and in which manner the electronic meeting was held.



**SCHOOL DISTRICT NO. 50 HAIDA GWAI
BOARD POLICY MANUAL**

Policy E.11 (Formerly 6100-1)

Policy Subject: PERSONAL PROPERTY

Date Passed: October 1999

Date Approved: November, 1999

Policy: PERSONAL PROPERTY

1. ~~The Board assumes no liability for loss/damage to employees' personal property brought to the work place.~~
2. ~~Personal property brought to the work place must have prior approval of the supervisor.~~

POLICY

Any item of personal property (such as equipment, supplies or consumable materials) belonging to an employee, student, or citizen on school district property is entirely at the owner's risk. Individuals are advised to insure any articles of value through personal insurance policies.

PROCEDURE

Reimbursement will take place under the following provisions:

- (a) The use of personal owned professional materials must have been approved in advance by the Principal or appropriate District Administrator.
- (b) The district shall reimburse an employee to a maximum of \$250 for loss, damage, or personal insurance deductible to personal property used for instructional purposes, provided that:
 - i. The loss or damage is not the result of negligence on the part of the employee claiming compensation.
 - ii. The claim for loss or damage exceeds fifty dollars.
 - iii. If applicable, a copy of the claim approval from the insurance carrier shall be provided to the employer.
 - iv. The appropriate Principal or District Administrator reports that the loss was sustained while on assignment for the employer.

- (c) If an employee's property becomes damaged or lost, the Principal or District Administrator shall be informed immediately of the damage or loss is detected.**
- (d) Employees may make a claim in writing to the Secretary Treasurer, indicating the value of the item(s). Copies of any documents supporting the claim should be included. A copy of the written claim must also be provided to the principal or district administrator.**
- (e) The use of personal property with a value in excess of \$500 must have prior approval by the Secretary Treasurer.**
- (f) Employee vehicles are not covered by this policy.**

Please see attached PDF for Declaration of Personal Property (In-District Use).

ADMINISTRATIVE REGULATIONS

Title: **Student Leadership**
Category: **Education**
Number: **1290**

I. Rationale:

A. Student Voice allows a direct link between the current educational experience of students and the Board on matters immediately before the Board on an ongoing basis.

II. District Student Leadership Team (DSLTT)

A. Two students (normally one in grade 11 and one in grade 12) from Pender Harbour, Chatelech, Sunshine Coast Alternative and Elphinstone Secondary Schools will meet with the Superintendent or designate at least every two months to discuss matters of interest to students.

B. A process will be developed by the DSLTT to nominate a member of the DSLTT to be Student Trustee for the academic year.

C. Should the nominee be unable to complete his/her term, the DSLTT will nominate another student to fulfill the role of the Student Trustee for the balance of that school year.

III. Student Trustee

A. The Student Trustee shall be recommended to the Board each school year by the DSLTT, where possible at the October board meeting.

B. The Chair of the Board or designate will mentor the student trustee.



ADMINISTRATIVE REGULATIONS

Title: **Student Leadership**
Category: **Education**
Number: **1290**

- C. The Student Trustee shall have the same opportunities for participation in meetings of the Board and its committees as an elected Trustee. However, the Student Trustee is not a member of the elected Board, and, therefore, cannot attend closed meetings. Further, the Student Trustee cannot vote on matters before the Board.
- D. The Student Trustee must try to attend all regular meetings of the Board, normally in Gibsons.
- E. The Student Trustee shall report to the DSLT the activities and priorities of the Board.
- F. The Student Trustee shall act in accordance with the Bylaws and Policies of the Board.
- G. The Student Trustee shall prepare a written report for the June Board meeting to describe his/her experiences as a Student Trustee for his/her term of office.

Received: January 2015
References: Board Policy 2.8



SD No. 46

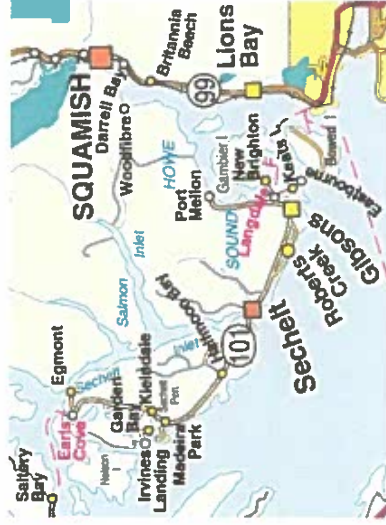
District Student Leadership
Team



Objectives for the DSLT

- Ensure the student voice is present in relevant district discussions
- Discuss important issues for students
- Support the student trustee with information and council.

Our District



Some basics....

- About 3000 students
- 14 Schools
- 9 Elementary
- 4 high schools
- Maintenance Department
- Board office in Gibsons

Board of Education



<http://www.sd46.bc.ca/index.php/board>

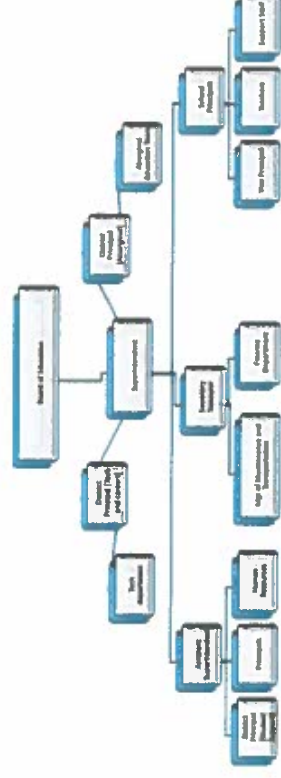
Role of the Board

- Pretty much everything related to education: Through election, they are responsible to the people of the Sunshine Coast for an excellent education.
- Most of the work is delegated to the Superintendent of Schools.

Superintendent

- Responsible to the Board of Education to ensure that their policies and Strategic Plan is carried out.
- Ensures the right staff is in place to do the work.
- Ensure the budget is balanced.

Structure



Student Trustee SD No. 46.



Why?

- We have many sources of information regarding student achievement and social and emotional learning. Do we really need more?
 - Classroom assessment, Completion rates, Satisfaction Surveys, Provincial assessment
 - Regular Senior administration reports.
 - Reports from the superintendent



Hearing our students right now!

- A student voice allows a direct link between the current educational experience of our students and the Board on matters immediately before the Board on an ongoing basis.



What about...

Confidential matters?
Student Trustees are not members of the elected Board, and, therefore, cannot attend closed meetings.
Everything else is already public.



What about the elected trustees' responsibilities?.

- Publicly elected officials have a duty to represent based on the electoral process. Should unelected students have a vote?
- The Student Trustee is a voice for direct, ongoing input to the elected Board.
- Voting at Board meetings is the responsibility of the elected trustees only.



Student Trustee Role

- Attend all public meetings of the Board, normally in Gibsons.
- Participate in meetings to represent the student voice.
- Chair the District Student Leadership Team.
- Prepare a written report for the June Board meeting of the experiences as a student trustee for their term of office.



Can the Student Trustee be appointed to committees?

- Yes.
- However, the Chair will ensure that the impact to the Student Trustee's academic career is not negatively impacted by this role. Expectations for the Student Trustee's time commitment need to be limited.



How is the Student Trustee Selected for this role?

- Two students (one grade 11, one grade 12) each from Pender Harbour, Chateleuch, Sunshine Coast Alternative and Elphinstone will meet with the Superintendent (anyone else? a Secondary P/VP? A trustee?) every two months to discuss matters of interest to the students.
- A process will be developed amongst this District Student Leadership Team (DSLTT) to select the Student Trustee for the following year. The Student Trustee is also Chair of the DLT.

2013 - 2014

- Normally, a grade 11 student would be selected in the Spring by the DLT to be Chair of the DLT and the Student Trustee for the following school year.
- For 2013 - 2014, the Student Trustee would be selected in October amongst the Grade 12 members of the DLT to begin a term from November, 2013.



Student Trustee and the DSLT



- A leadership opportunity for secondary students throughout our district through the **District Student Leadership Team (DSLTL)**.
- An opportunity for direct student input into the Board's discussions and direction.



DSLIT: What now?

- How do we ensure that the DSLIT is working on issues that are important to SD 46 students?
- How do we select one of the grade 12 students from the DSLIT to be a student trustee?
- What are other opportunities for student leadership in our district? (Environmental Lecture,

From: **Hugh Blackman** hblackman@BCSTA.ORG
Subject: **BCSTA Leadership Development Program workshop registration**
Date: December 11, 2018 at 4:06 PM
To: **Hugh Blackman** hblackman@bcsta.org
Cc: **Sara Hunter** Shunter@BCSTA.ORG



To EAs, Board Chairs, Branch Presidents, Trustees, Superintendents and Secretary-Treasurers:

BCSTA Leadership Development Program Regional workshop registration

Information for registration:

events.epl.com/BCSTALeadershipDevelopmentProgram2753105

More information below and on the HUB under EVENTS tab.

BCSTA has been working closely with Anne Cooper, former superintendent, BCSSA mentor and consultant and Joan Axford, former BCASBO Executive Director, Mentor and consultant to develop a trustee leadership development program. This program is intended to pick up where the Academy left off, with Boards and senior leadership staff (Superintendents, Secretary-Treasurers, Directors) working together to ensure effective governance and financial oversight.

There are twelve regional sessions scheduled to make access easier. In advance of each session, a 'workbook' resource will be provided so that each District can tailor their discussions over the two days. The program has as its outcomes enhanced understanding of Board governance and oversight responsibilities, strategic planning, and fiscal planning and oversight for boards. An excellent group of facilitators have been secured for the workshop sessions.

It is hoped that school boards can send at least 3 trustees and available senior staff to the two-day regional workshops. Boards are welcome to include their whole board. A board may also choose to attend a different regional session if the dates or location work better for the board members. ***Each board will work through their own information so please do not split up your board and attend different sessions.*** The materials shared at the workshops will also be provided for trustees who cannot attend.

The topics covered will be more in depth than our Trustee Academy, Joint BCPSEA/BCSTA Academy or AGM Pro D.

There is no registration fee for these sessions and only a small food and beverage cost of \$50.

BCSTA will support expenses for three trustees (max \$500/trustee) to attend. Expenses will be **reimbursed to the District** in accordance with *BCSTA's Policy on Travel Expenses*. We will require an invoice from your district with copies of supporting documentation (do not submit individual expense claims to BCSTA for reimbursement). Boards of Education will be reimbursed up to a maximum of \$1500 based on the information above.

As mentioned, in order to capitalize on this two-day learning opportunity, Boards of Education are welcome to send their entire board; however, as grant funds are not available to support more than three trustees per Board a charge of \$50/additional attendee will be billed to your district to cover the lunch and refreshment breaks provided at the event.

Registration for the sessions will start December 11 through
events.epl.com/BCSTALeadershipDevelopmentProgram2753105

Sessions will run 8:30-3:30

Venue details for each location will be included in the registration confirmation email.

dates	location	facilitators
Jan 30/31	Abbotsford SD 34	S Anne Cooper S-T Joan Axford
Feb 6/7	Vancouver SD 39	S Bev Rundell S-T Joan Axford
Mar 4/5	Prince Rupert SD 52	S Anne Cooper S-T Jeanette Hanlon
Feb 11/12	Prince George. SD 57	S Hugh Gloster S-T Allan Reed
Feb 12/13	Victoria SD 61	S Bev Rundell S-T Joan Axford
Feb 28, Mar 1	Campbell River SD 72	S Bev Rundell S-T Joan Axford
Mar 7/8	Fort St. John SD 60	S Hugh Gloster S-T Allan Reed
Mar 7/8	Nanaimo SD 68	S Bev Rundell S-T Joan Axford
April 4/5	Kamloops SD 73	S Sheila Rooney S-T Allan Reed
April 11/12	Kelowna SD 23	S Sheila Rooney S-T Allan Reed
April 11/12	Trail SD 20	S Anne Cooper S- T Jeanette Hanlon
April 15/16	Cranbrook SD 5	S Anne Cooper S- T Jeanette Hanlon

Regards,
 Hugh Blackman

Director, Education Services BC School Trustees Association (BCSTA)

BRING PEOPLE TOGETHER.

”

“The sheer efficiency of reaching out across the community – while still maintaining the ability to see local differences – was powerful.”

Kevin Godden, Superintendent, Abbotsford School District

Whether it's staff, students, parents or whole communities, **Thoughtexchange** effortlessly connects you to your stakeholders. People confidentially share thoughts, appreciate other points of view and understand how perspectives connect to decisions. Patented analysis and visualization tools provide the insights you need to take action with confidence.

ENGAGE 10X MORE PEOPLE IN 1/10 THE TIME

Thoughtexchange is as:



Productive as a meeting



Simple as a survey



Engaging as social media

Use Thoughtexchange to inform:

School improvement planning | Strategic planning | Boundary, calendar & start time changes
Staff & student experience | And more!

How it works



SHARE

Easily send important questions and let any number of people quickly and confidentially contribute thoughts.



STAR

Important thoughts rise to the top as people consider all thoughts and rate them by assigning stars.



DISCOVER

Learn what's important to the group and use insights to inform decisions with buy-in from stakeholders.



Why Thoughtexchange?



BUILD TRUST

Research shows people are more likely to support decisions when they trust that leadership has truly listened to their concerns. Thoughtexchange lets you quickly engage large groups of people and easily let them know they've been heard.



DISCOVER INTERESTS

Thoughtexchange can uncover interests common to an entire group, reveal smaller groups with special interests, and bring people together around new interests by exposing them to thoughts shared by others.



COMMUNICATE EFFECTIVELY

Engaging your community with Thoughtexchange lets you reach more people and understand what's important to everyone. You can anticipate questions before they get asked and get more attention on district communications.



GAIN INSIGHTS

All the data in the world is no good without a streamlined way to interpret it. Thoughtexchange provides advanced interactive data visualization tools that let you easily take a deep look into the most important insights from your exchanges.

Our solutions

STANDARD

Make fast, informed decisions that build trust and make progress with up to 150 stakeholders.

Standard includes:

- ✓ Single-question exchanges
- ✓ Comprehensive training
- ✓ Fast and easy-to-use analytics
- ✓ Ongoing access to curriculum and resources
- ✓ Expert online and in-person support
- ✓ Easily share results with instant leader reports

ADVANCED

Make better decisions, drive change and build trust around important topics with large groups of stakeholders.

Advanced includes:

- ✓ Multi-question exchanges
- ✓ Unlimited participants per-exchange
- ✓ Dedicated facilitation
- ✓ Advanced data analysis and visualization
- ✓ Custom third-party moderation
- ✓ Customized and branded interface

Learn more at thoughtexchange.com



**SCHOOL DISTRICT NO. 50 HAIDA GWAI
BOARD POLICY MANUAL**

Policy H.12

WORKPLACE DISCRIMINATION, BULLYING AND HARASSMENT

November 1999

Revised: January 2008

Recommended Revisions: April 2018

POLICY

The Board of Education is committed to ensuring a workplace where all employees are treated with respect and dignity. Discrimination, Bullying and Harassment is not acceptable and will not be tolerated in the workplace.

Application

This policy and procedure applies to all employees. Bargaining unit employees should also consult their collective agreement procedures.

DEFINITIONS

Bullying and Harassment

- (a) includes any inappropriate conduct or comment by a person towards a worker that the person knew or reasonably ought to have known would cause that worker to be humiliated or intimidated, but
- (b) excludes any reasonable action taken by an employer or supervisor relating to the management and direction of workers or the place of employment.

Examples of conduct or comments that might constitute bullying, harassment and discrimination include verbal aggression or insults, calling someone derogatory names, harmful hazing or initiation practices, vandalizing personal belongings, and spreading malicious rumours. This also includes conduct through electronic communication.

Discrimination

Discrimination in employment is defined by the B.C. Human Rights Code and is discrimination based on race, colour, ancestry, place of origin, religion, marital or family status, physical or mental disability, sex, sexual orientation, age (19 years and over), political belief, or a criminal conviction that is unrelated to the employment.

Complainant

A worker who believes he or she has been subjected to, or observed Discrimination or Bullying and Harassment in the workplace.

Person

A person includes anyone a worker comes into contact with in the workplace.

Respondent

A person in the workplace against whom a complaint of Discrimination and/or Bullying and Harassment has been made.

REPORTING DISCRIMINATION, BULLYING AND HARASSMENT

Informal Resolution Process

A worker who believes he or she has experienced, or has observed, Discrimination or Bullying and Harassment contrary to this policy is encouraged to bring the matter directly to the attention of the person who is responsible for the conduct. The worker should inform the other person that the conduct is unwelcome and request that it cease. The worker may wish to document the unwelcome conduct and any informal resolution for future reference, but is not required to do so.

If the worker does not feel comfortable approaching the other person on their own, the worker may seek the assistance of his or her Principal/Supervisor in approaching the other person to resolve the matter informally.

If the conduct in question does not cease or if the worker does not wish to use the informal resolution process, the worker must file a formal complaint or witness report following the procedures below.

Formal Complaint/Witness Report

A formal complaint or witness report of Discrimination or Bullying and Harassment should be made in writing and should include: (i) a detailed description of the alleged Discrimination or Bullying and Harassment including dates, times, locations, exact comments, actions, behavior, and any relevant documents; (ii) the name of the Respondent; and (iii) the names of any witnesses.

Formal complaints or witness reports should be made as soon as possible after experiencing or witnessing an incident to allow the incident to be investigated and addressed promptly.

A worker making a formal complaint or witness report of Discrimination or Bullying and Harassment can present the complaint or report to his or her Principal/Supervisor. The Principal/Supervisor is responsible for forwarding the formal complaint or witness report to the Superintendent or designated School District Human Resources contact for investigation. If the worker feels it is inappropriate to present the complaint or report to his or her Principal/Supervisor (e.g. if the Principal/Supervisor is the Respondent) the worker can present the complaint or witness report directly to the Superintendent or designated School District Human Resources contact.

Upon receipt of a complaint or report alleging Discrimination or Bullying and Harassment, the Superintendent or designated School District Human Resources contact will initiate an investigation.

INVESTIGATION AND REMEDY

Investigation Procedure

If the subject matter of a complaint or report fits within the definitions of Discrimination or Bullying and Harassment it will be investigated. The investigation will be undertaken promptly and approached in an unbiased manner.

Investigations will be conducted by the Superintendent or designated School District Human Resources contact or by an external investigator appointed by the Superintendent or the designated School District Human Resources contact to conduct the investigation.

Both the Complainant and the Respondent are entitled to a fair hearing. The investigator will interview the Complainant, the Respondent, and any other witnesses the investigator believes may have information relevant to the complaint or report. The investigator will review any documents he/she considers relevant. The Respondent will be given the details of the complaint, and will be provided with a reasonable opportunity to respond.

All investigation proceedings will be documented and upon completion of the investigation, the assigned investigator will file a report of findings with recommendations for remedial actions.

The results of the investigation including findings and recommendations will be reported to the Superintendent or designated School District Human Resources contact, who will retain the investigation report in a manner that maintains the confidentiality of the report.

Remedy

The Superintendent or designated School District Human Resources contact is responsible for deciding what remedial actions, if any, are appropriate and for implementing such remedial actions, except in those cases where the remedial action may involve discipline, dismissal or other action for which the Board is responsible under the terms of a collective agreement or contract of employment. The Superintendent or designated School District Human Resources contact (or the Board, if applicable), will follow-up as appropriate with the Complainant and Respondent regarding the outcome of the investigation.

Remedial actions may include but are not limited to: (i) education and training; (ii) review and modification of policies, procedures and practices; (iii) disciplinary action up to and including dismissal; (iv) continuous monitoring and follow-up; or (v) any other strategy designed to eliminate and/or prevent Discrimination or Bullying and Harassment.

In appropriate circumstances employees may be referred to the Employee Assistance Program or be encouraged to seek medical advice.

The Investigation and implementation of the remedial actions will be carried out and concluded as expeditiously as possible.

Confidentiality

Complaints of Bullying and Harassment and/or Discrimination involve confidential and sensitive matters. All workers involved in a Bullying and Harassment and/or Discrimination complaint must maintain the confidentiality of any information they receive during the course of the complaint process.

Subject to disclosure which is required by law or is necessary to investigate or resolve a complaint, the School District will make every effort to keep confidential information pertaining to the complaint.

Retaliation

Retaliation against any individual who, in good faith, files a complaint or report of Bullying and Harassment and/or Discrimination is unacceptable, and may result in discipline, up to and including dismissal.

Frivolous complaints

Complaints or reports of Bullying and Harassment and/or Discrimination are serious matters. A worker who is found to have made a frivolous, vexatious or malicious complaint of Bullying and Harassment and/or Discrimination may be subject to discipline, up to and including dismissal.



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

POLICY D.1.1 (Formerly 4300)

Policy: STUDENT DISCIPLINE – SUSPENSIONS

November 1999

October 2002

May 2003

February 2008

February 2010

January 2014

POLICY

In dealing with student behaviour of a nature serious enough to warrant suspension, principals will be guided by the following.

PROCEDURE

Under the authority of Section 85 of *the School Act*, the Board of Education provides regulations governing student suspensions. The Principal or if so authorized by the Principal, the Vice Principal of a school shall under authority of the School Act implement these procedures:

1. Student suspensions will be reserved for cases where:
 - a. A student is willfully disobedient to a teacher or any other employee of the Board of Education, or person carrying out responsibilities approved by the Board of Education or
 - b. The behaviour of a student has a harmful effect on the student or others.
2. Upon suspension, the Principal shall forthwith report the circumstance and the duration of the suspension to the parent or guardian. This is to be done by a phone call or other immediate notification, and a letter copied to the Superintendent of Schools. In addition, the parent should be contacted by phone or in person if at all possible. In any case, it is the responsibility of the Principal to see that immediate contact is made with the parent or guardian.
3. Student suspensions not exceeding five days may be imposed and lifted by the Principal.
4. Student suspensions in excess of five days are referred to the Board of Education for review and disposition.
5. The Principal shall provide assignments to a student at the time of suspension and may condition the removal of the suspension on the Principal's assessment of the student's work in relation to these assignments. In the event the suspension is brought before the Board of Education, such conditions are a matter for review by the Board.
6. Suspensions in excess of five days of length may occur due to reasons including, but not exclusive to, the use or possession of drugs and alcohol, serious threats, use of weapons, or ongoing chronic behaviours.



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

7. In cases of student suspension in excess of five days, the school will notify the Superintendent of Schools, arrangements through the Superintendent of Schools will result in a determination of whether the suspension is a District Suspension or Board of Education Suspension. As outlined below, the District will assign the Superintendent or designate to conduct a suspension hearing. The hearing will involve the Superintendent or designate, a principal, the student, parent and/or advocate at the meeting. In the case of aboriginal on reserve students, the appropriate Education Administrator will be informed and invited to attend.

The parent may bring an advocate if they desire. The most severe incidents will be dealt with by the Board of Education as outlined below. Board of Education suspension hearing involve two trustees, the student and parent/guardian and/or advocate, the Principal and the Superintendent of Schools or Designate. In addition, the parent or guardian shall have the right to representation of their choosing. Additional parties may be included as requested and agreed upon by those concerned. The Superintendent or Designate will chair the meeting.

- a. Background information on the student, details of the suspension incident, progress on the home assignments along with perceptions of the home and school on the best direction for the student will be reviewed.
 - b. The case will be further reviewed by trustees and the Superintendent or Designate with the home and school excused.
 - c. Recommendations of the Committee will be shared with the home and school to be implemented immediately.
 - d. Both the home and school will be informed that should they find the recommendations unacceptable, they have the right to request a Special Board Meeting. In the meantime both sides are obligated by the recommendations.
 - e. A decision of a board as outlined in Section 11 of the School Act may be appealed to a superintendent of achievement. The Superintendent of Schools and trustees will assist with this process.
 - f. A written record of the suspension hearing will be sent to the parent or guardian and the Principal.
 - g. Recommendations of the Committee go forward to the in-camera session of the next Regular board Meeting.
8. Notwithstanding the wording of procedure 7, the Principal or Superintendent may refuse to offer a program to students sixteen years of age or older for refusal to comply with the code of conduct or failure to apply him/herself to school work.



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

Procedural Guidelines

Below is table representing possible school responses to various inappropriate actions. Please note that this is not prescriptive, and considerable interpretation is left to the judgment of the school principal.

In School	Out of School (1-2 Days)	Out of School (3-5 days)	District Suspension 5+	Board of Ed Suspension 5+
Disruptive Behaviours	Chronic Behaviours	Chronic Behaviours	Drug or Alcohol use	Use of Weapon
Attendance/ Tardiness	Bullying	Fighting	Minor Drug/ Alcohol Possession	Drug/ Alcohol Trafficking
Minor Bullying/ Teasing	Defiance	Chronic Bullying	Progressive Discipline	Major Violation of School Safety
Academic Issues	Minor pushing/ safety issues	Weapon Possession		



Request for Proposals: Community Engagement for K – 12 School Design

The Board of Education of School District No. 50 (Haida Gwaii) is looking to contract with a qualified individual consultant or organization to facilitate community engagement activities in support of its development of a design for a kindergarten to grade 12 school in Masset, BC.

Project Timeline: January 2019 to February 2019, with possible extension

Project Scope

The contracted consultant or organization will help plan and implement community engagement activities with the goal of seeking input from the District's community stakeholders in development of the design to renovate Gudangaay Tlaats'gaa Naay Secondary to support students from kindergarten to grade 12.

Key components of the work will likely include:

- Designing and planning of community engagement activities in consultation with District leadership.
- Aid with community engagement activities/meetings by providing communication and outreach, content development, and facilitation of discussions.
- Providing full reports from all community engagement activities/meetings including 1) detailed notes from each meeting, 2) summary report and implications, and 3) documentation of high level findings.

Qualifications

- Resident of Haida Gwaii.
 - Experience in related field (nonprofit, foundations, community development) with proven track record of mission-driven work built on deep understanding of strong engagement with the communities it serves.
 - Knowledge and experience with northern Haida Gwaii communities.
 - Outstanding written, oral/public and visual communication skills.
 - Expertise in community engagement, facilitation, and communications strategies.
 - Ability to work effectively independently and in close collaboration with diverse constituents including in group settings.
-

Proposal Requirements

Prospective contractors are requested to submit the following information via email to jyovanovich@sd50.bc.ca by Friday, January 4, 2019 with Subject Line filled as "RFP: Community Engagement – (Your/Organization Name)".

- Cover letter
- Resume/CV or Organizational Qualifications
- Contact information for three professional references
- Contract budget

For any questions about the RFP, contact Joanne Yovanvich at jyovanovich@sd50.bc.ca.

FINANCE VOUCHER

REGULAR BOARD MEETING

BOARD MEETING:

December 18, 2018

AGENDA ITEM:

Finance Voucher November 30, 2018

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

A/P Cheques Computer Generated	November 30, 2018	\$59,941.52	
ePayments	November 30, 2018	\$204,197.66	
Quick Pays	November 30, 2018	\$355,675.20	
TOTAL Accounts Payable..... November 30, 2018			\$619,814.38
Teachers	15-Nov	\$81,450.00	
AO/Exempt	15-Nov	\$29,650.00	
Teachers	30-Nov	\$119,286.99	
AO/Exempt	30-Nov	\$41,771.91	\$272,158.90
CUPE	10-Nov	\$59,000.14	
Casuals	10-Nov	\$12,869.58	
TOC's	10-Nov	\$8,621.83	
CUPE	24-Nov	\$59,389.06	
Casuals	24-Nov	\$20,967.08	
TOC's	24-Nov	\$4,654.13	
			\$165,501.82
TOTAL Payroll..... November 30, 2018			\$437,660.72
TOTAL A/P and Payroll			<u>\$1,057,475.10</u>

RECOMMENDATION:

1. THAT the Board of School Trustees receive for information Accounts Payable and Payroll totaling **\$1,057,475.10** for the month of November

SCHOOL DISTRICT NO. 50
CHEQUE REGISTER AS OF NOVEMBER 30, 2018

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
58043	11/9/2018	Charleen O'Brien	\$ 3,000.00
58044	11/9/2018	Charlisle Clothiers LTD.	\$ 38.06
58045	11/9/2018	City Centre Stores LTD.	\$ 31.31
58046	11/9/2018	Kiku Dhanwant	\$ 105.00
58047	11/9/2018	Queen B's Cafe	\$ 40.95
58048	11/9/2018	Sandy Alsop	\$ 175.00
58049	11/9/2018	Staples Desjardins Card Service	\$ 920.44
58050	11/15/2018	Busy Bee Tools	\$ 471.88
58051	11/15/2018	Canada Revenue Agency	\$ 892.22
58052	11/15/2018	Charleen O'Brien	\$ 1,200.00
58053	11/15/2018	Receiver General	\$ 1,618.94
58054	11/15/2018	Dragon Heart Enterprises	\$ 300.00
58055	11/15/2018	Great-West Life	\$ 783.37
58056	11/15/2018	Great West Life	\$ 1,015.25
58057	11/15/2018	IXL Learning	\$ 600.00
58058	11/15/2018	Lavoie's Family Farm	\$ 265.00
58059	11/15/2018	London Life Insurance Company	\$ 523.58
58060	11/15/2018	SSQ INSURANCE COMPANY	\$ 48.00
58061	11/15/2018	Super Valu Store No. 43	\$ 127.74
58062	11/15/2018	Westpoint Automotive	\$ 252.52
58063	11/15/2018	Dana Moraes	\$ 61.56
58064	11/22/2018	BC Hydro & Power Authority	\$ 18,730.08
58065	11/22/2018	Cheryl Bennett	\$ 291.60
58066	11/22/2018	Doublethink Inc.	\$ 1,575.00
58067	11/22/2018	Haida Heritage Centre Society	\$ 175.00
58068	11/22/2018	Kiku Dhanwant	\$ 840.00
58069	11/22/2018	Staples Desjardins Card Service	\$ 267.03
58070	11/22/2018	EdClub Inc.	\$ 176.50
58071	11/22/2018	Shelley Sansome	\$ 743.16
58072	11/28/2018	Charlisle Clothiers LTD.	\$ 69.35
58073	11/28/2018	City Centre Stores LTD.	\$ 236.14
58074	11/28/2018	Colin Doane	\$ 300.00
58075	11/28/2018	Sarah Hunt	\$ 352.00
58076	11/28/2018	Lavoie's Family Farm	\$ 67.00
58077	11/28/2018	Masset Services	\$ 18,275.25
58078	11/28/2018	Queen B's Cafe	\$ 40.95
58079	11/28/2018	Roger Stoltzfus	\$ 40.00
58080	11/28/2018	Gail Russ	\$ 70.00
58081	11/28/2018	Sandy Alsop	\$ 175.00

SCHOOL DISTRICT NO. 50
CHEQUE REGISTER AS OF NOVEMBER 30, 2018

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
58082	11/28/2018	Super Valu Store No. 43	\$ 1,006.86
58083	11/28/2018	University of Waterloo	\$ 24.00
58084	11/28/2018	Westpoint Automotive	\$ 21.40
58085	11/28/2018	Zonar Systems	\$ 110.70
58086	11/28/2018	Dana Moraes	\$ 223.76
58087	11/29/2018	City Centre Stores LTD.	\$ 39.20
58088	11/29/2018	Haida Wave Marine	\$ 200.00
58089	11/29/2018	IDN-Canada Ltd.	\$ 388.33
58090	11/29/2018	Darcy Jansen	\$ 315.00
58091	11/29/2018	Raven Hydronic Supply Ltd.	\$ 1,627.85
58092	11/29/2018	Super Valu Store No. 43	\$ 216.39
58093	11/29/2018	Telus Commuications Company	\$ 740.89
58094	11/29/2018	Petty Cash	\$ 132.26
TOTALS			\$ 59,941.52

SCHOOL DISTRICT NO. 50
eREGISTER AS OF NOVEMBER 30, 2018

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
11/9/2018	Randy Cranston	12319	\$ 1,740.34	8222
11/9/2018	Gore Creek Tech	12320	\$ 2,906.60	8222
11/9/2018	Gwaii Taxi & Tours	12321	\$ 2,310.00	8222
11/9/2018	Haida Gwaii Consumers Co-operative	12322	\$ 1,249.29	8222
11/9/2018	North Coast Supply Co. LTD.	12323	\$ 31.29	8222
11/9/2018	Deavlan Bradley	12324	\$ 75.48	8222
11/9/2018	Elizabeth A. Condrotte	12325	\$ 1,516.08	8222
11/9/2018	Laurenne d'Esterre	12326	\$ 90.88	8222
11/9/2018	Josina Davis	12327	\$ 20.59	8222
11/9/2018	J. Kim Goetzinger	12328	\$ 631.44	8222
11/9/2018	Ian J. Keir	12329	\$ 700.36	8222
11/9/2018	Allison Kozak	12330	\$ 91.80	8222
11/9/2018	Tiffany Lavoie	12331	\$ 366.12	8222
11/9/2018	R. David McLean	12332	\$ 194.40	8222
11/9/2018	Trisha Nalleweg	12333	\$ 746.47	8222
11/9/2018	Lao Peerless	12334	\$ 956.88	8222
11/9/2018	GidGalang Kuuyas Naay PIT	12335	\$ 400.00	8222
11/9/2018	Leighann Rodger	12336	\$ 245.00	8222
11/9/2018	Megan Romas	12337	\$ 1,808.78	8222
11/9/2018	Tahayghen Principal's IN Trust	12338	\$ 2,615.00	8222
11/9/2018	Candace M Weir	12339	\$ 528.05	8222
11/9/2018	Joanne Yovanovich	12340	\$ 140.06	8222
11/15/2018	A.M. Leisure Activist Group	12341	\$ 10,457.41	8227
11/15/2018	Aaron-Mark Services	12342	\$ 732.64	8227
11/15/2018	Akhurst Machinery Limited	12343	\$ 130.65	8227
11/15/2018	Apple Canada Inc. C3120	12344	\$ 5,326.60	8227
11/15/2018	Bandstra Transportation	12345	\$ 17,158.79	8227
11/15/2018	BC Principals & Vice Principals' Association	12346	\$ 647.52	8227
11/15/2018	BC Teachers' Federation	12347	\$ 6,292.61	8227
11/15/2018	BC Teachers' Federation	12348	\$ 5,603.36	8227
11/15/2018	Big Red Enterprises LTD.	12349	\$ 2,155.41	8227
11/15/2018	Black Press Ltd.	12350	\$ 7,886.61	8227
11/15/2018	L.I.G Foods Ltd-dba Causeway Masset	12351	\$ 313.05	8227
11/15/2018	Charlotte Island Tires LTD.	12352	\$ 648.80	8227
11/15/2018	CUPE - Local 2020	12353	\$ 3,348.77	8227
11/15/2018	CUPE Local 2020 Pro D	12354	\$ 3,853.81	8227
11/15/2018	Driftech Mechanical Services	12355	\$ 3,840.50	8227
11/15/2018	Fast Fuel Limited Partnership	12356	\$ 2,399.32	8227

SCHOOL DISTRICT NO. 50
eREGISTER AS OF NOVEMBER 30, 2018

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
11/15/2018	Grand & Toy	12357	\$ 118.03	8227
11/15/2018	Haida Gwaii Consumers Co-operative	12359	\$ 706.34	8227
11/15/2018	Haida Gwaii Teachers' Association	12360	\$ 2,522.10	8227
11/15/2018	Haida Gwaii Trader.com	12361	\$ 201.60	8227
11/15/2018	Haida Gwaii PVPA Association	12362	\$ 135.57	8227
11/15/2018	Industrial Alliance	12363	\$ 34.26	8227
11/15/2018	Kms Tools And Equipment	12364	\$ 238.55	8227
11/15/2018	Morneau Shepell Ltd.	12365	\$ 1,330.53	8227
11/15/2018	Nelson Education LTD.	12366	\$ 158.76	8227
11/15/2018	North Arm Transportation LTD.	12367	\$ 4,156.26	8227
11/15/2018	Pebt, IN Trust	12368	\$ 6,344.92	8227
11/15/2018	Sandspit Community Society	12369	\$ 3,087.00	8227
11/15/2018	Spectrum Educational Supplies LTD.	12370	\$ 316.68	8227
11/15/2018	Technical Safety BC	12371	\$ 54.71	8227
11/15/2018	Telus Communications (Bc) Inc.	12372	\$ 1,805.12	8227
11/15/2018	United Library Services	12373	\$ 129.97	8227
11/15/2018	Xerox Canada Ltd.	12375	\$ 812.69	8227
11/15/2018	Administrative Officers Pro D	12376	\$ 1,200.00	8227
11/15/2018	Agnes L Mathers Principal's	12377	\$ 138.49	8227
11/15/2018	Maureen Benoit	12378	\$ 133.92	8227
11/15/2018	Talia Campos	12379	\$ 97.20	8227
11/15/2018	Canadian Western Trust	12380	\$ 4,625.00	8227
11/15/2018	Marylynn A. Hunt	12381	\$ 80.00	8227
11/15/2018	Joint Professional Development	12382	\$ 2,958.98	8227
11/15/2018	Frank Jones	12383	\$ 150.00	8227
11/15/2018	Irene Klein	12384	\$ 33.21	8227
11/15/2018	GidGalang Kuuyas Naay PIT	12385	\$ 150.00	8227
11/15/2018	Sk'aadgaa Naay Elementary School PIT	12386	\$ 4,130.00	8227
11/15/2018	Kyle Stonehouse	12387	\$ 388.50	8227
11/15/2018	Misty Surtees	12388	\$ 89.25	8227
11/22/2018	Bastion Trophies	12389	\$ 26.25	8231
11/22/2018	Coastal Propane Inc.	12390	\$ 20,127.19	8231
11/22/2018	Gwaii Taxi & Tours	12391	\$ 99.75	8231
11/22/2018	Haida Gwaii Consumers Co-operative	12392	\$ 25.56	8231
11/22/2018	Pacific Leather & Fur Dressers Inc	12393	\$ 1,177.00	8231
11/22/2018	Skyfall Cottage	12394	\$ 400.00	8231
11/22/2018	Spectrum Educational Supplies LTD.	12395	\$ 55.72	8231
11/22/2018	Maureen Benoit	12396	\$ 163.52	8231

SCHOOL DISTRICT NO. 50
eREGISTER AS OF NOVEMBER 30, 2018

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
11/22/2018	Josina Davis	12397	\$ 45.36	8231
11/22/2018	Kenneth Evans	12398	\$ 84.89	8231
11/22/2018	Steven Goffic	12399	\$ 179.16	8231
11/22/2018	Charlotte Marks	12400	\$ 10.80	8231
11/22/2018	Erin Reid	12401	\$ 33.38	8231
11/22/2018	Daniel Schulbeck	12402	\$ 117.31	8231
11/22/2018	Sk'aadgaa Naay Elementary School PIT	12403	\$ 100.00	8231
11/22/2018	Misty Surtees	12404	\$ 22.10	8231
11/22/2018	Tahayghen Principal's IN Trust	12405	\$ 75.00	8231
11/28/2018	Aaron-Mark Services	12406	\$ 176.84	8238
11/28/2018	Air Liquide Canada Inc.	12407	\$ 48.61	8238
11/28/2018	Apple Canada Inc. C3120	12408	\$ 1,747.43	8238
11/28/2018	L.I.G Foods Ltd-dba Causeway Masset	12409	\$ 185.19	8238
11/28/2018	Craven Huston Powers Architects	12410	\$ 4,479.43	8238
11/28/2018	Esc Automation Inc.	12411	\$ 198.45	8238
11/28/2018	Fast Fuel Limited Partnership	12412	\$ 439.98	8238
11/28/2018	FirstCanada ULC	12413	\$ 1,228.50	8238
11/28/2018	Family Services Of Greater Vancouver	12414	\$ 3,563.96	8238
11/28/2018	Full Moon Photo	12415	\$ 53.76	8238
11/28/2018	Graydon Security Systems	12416	\$ 314.48	8238
11/28/2018	Haida Gwaii Consumers Co-operative	12417	\$ 3,308.36	8238
11/28/2018	Insight Canada Inc.	12418	\$ 10,734.08	8238
11/28/2018	Lwm Services Inc.	12419	\$ 1,890.00	8238
11/28/2018	North Coast Regional District	12420	\$ 30.00	8238
11/28/2018	Rootham Services Group Incl	12421	\$ 399.00	8238
11/28/2018	Educator Supplies Limited	12422	\$ 79.64	8238
11/28/2018	George Stein	12423	\$ 110.00	8238
11/28/2018	Technical Safety BC	12424	\$ 152.00	8238
11/28/2018	Tlc Automotive Services LTD.	12425	\$ 151.79	8238
11/28/2018	United Library Services	12426	\$ 380.80	8238
11/28/2018	Village Of Masset	12427	\$ 400.00	8238
11/28/2018	Xerox Canada Ltd.	12428	\$ 1,778.24	8238
11/28/2018	Amanda Bedard	12429	\$ 592.92	8238
11/28/2018	Tawni-Marie Davidson	12430	\$ 486.99	8238
11/28/2018	Josina Davis	12431	\$ 14.76	8238
11/28/2018	Peter Reynolds	12432	\$ 10.80	8238
11/28/2018	Leighann Rodger	12433	\$ 648.06	8238
11/28/2018	Vanessa Wahl	12434	\$ 31.36	8238
11/28/2018	Lisa Ann Waring	12435	\$ 152.20	8238

SCHOOL DISTRICT NO. 50
eREGISTER AS OF NOVEMBER 30, 2018

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
11/28/2018	Nadine Whittle	12436	\$ 161.46	8238
11/28/2018	Johanne S. Young	12437	\$ 122.04	8238
11/28/2018	Joanne Yovanovich	12438	\$ 579.31	8238
11/29/2018	Aaron-Mark Services	12439	\$ 71.66	8239
11/29/2018	Apple Canada Inc. C3120	12440	\$ 7,571.20	8239
11/29/2018	Bayview Market	12441	\$ 37.90	8239
11/29/2018	L.I.G Foods Ltd-dba Causeway Masset	12442	\$ 61.64	8239
11/29/2018	Coastal Propane Inc.	12443	\$ 107.41	8239
11/29/2018	Fast Fuel Limited Partnership	12444	\$ 53.34	8239
11/29/2018	Haida Gwaii Consumers Co-operative	12445	\$ 1,427.03	8239
11/29/2018	Harris & Company	12446	\$ 1,920.82	8239
11/29/2018	Monk Office Supply LTD.	12447	\$ 52.37	8239
11/29/2018	Telus	12448	\$ 1,322.70	8239
11/29/2018	Tlc Automotive Services LTD.	12449	\$ 188.10	8239
11/29/2018	Village Of Port Clements	12450	\$ 1,738.43	8239
11/29/2018	Xerox Canada Ltd.	12451	\$ 607.90	8239
11/29/2018	GidGalang Kuuyas Naay PIT	12452	\$ 1,050.00	8239
11/30/2018	Robert Hadcock	12358	\$ 2,278.33	8227
11/30/2018	WEIGUM, Shirley	12374	\$ 1,827.00	8227
TOTALS			\$ 204,197.66	

SCHOOL DISTRICT NO. 50
QUICK PAY REGISTER AS OF NOVEMBER 30, 2018

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
633803	11/23/2018	Canada Customs And Revenue	\$ 34,422.50
273014	11/2/2018	Municipal Pension Plan	\$ 14,702.72
273012	11/2/2018	Teachers' Pension Plan	\$ 3,177.26
613305	11/9/2018	Canada Customs And Revenue	\$ 43,676.22
626176	11/9/2018	Canada Customs And Revenue	\$ 22,070.94
613016	11/9/2018	Canada Customs And Revenue	\$ 8,332.81
628170	11/14/2018	Canada Customs And Revenue	\$ 2,655.80
626441	11/14/2018	Canada Customs And Revenue	\$ 3,893.96
613647	11/14/2018	Canada Customs And Revenue	\$ 382.00
273829	11/14/2018	Municipal Pension Plan	\$ 6,266.25
273828	11/14/2018	Teachers' Pension Plan	\$ 103,997.48
274130	11/16/2018	Municipal Pension Plan	\$ 14,296.05
274127	11/16/2018	Teachers' Pension Plan	\$ 2,725.28
622770	11/16/2018	MINISTER OF FINANCE	\$ 2,512.50
622078	11/16/2018	MINISTER OF FINANCE	\$ 2,625.00
617476	11/16/2018	Pacific Blue Cross	\$ 11,244.53
617714	11/16/2018	Pacific Blue Cross	\$ 3,588.24
611096	11/22/2018	Collabria MasterCard	\$ 32,336.82
633541	11/23/2018	Canada Customs And Revenue	\$ 4,462.50
620253	11/23/2018	Canada Customs And Revenue	\$ 20,688.01
275364	11/30/2018	Municipal Pension Plan	\$ 14,814.22
275363	11/30/2018	Teachers' Pension Plan	\$ 2,322.11
637444	11/30/2018	Yvette Marie Emerson	\$ 482.00
TOTALS			\$ 355,675.20

MEMORANDUM

SCHOOL
DISTRICT NO. 50
Haida Gwaii

TO **Shelley Sansome**
 Secretary-Treasurer

FROM **Molra Dubasov**
 Assistant Secretary-Treasurer

SUBJECT: **Teachers Payroll for..... November**

DATE **01-Dec-18**

Period Ending	Pay Period	Payroll Group	Net Amount
15-Nov	PP#1-11Adv	Teachers	\$ 81,450.00
15-Nov	PP#1-11Adv	AO/Exempt	\$ 29,650.00
30-Nov	PP#1-11	Teachers	\$ 119,286.99
30-Nov	PP#1-11	AO/Exempt	\$ 41,771.91
Total Net Pay			\$272,158.90

MEMORANDUM

SCHOOL
DISTRICT NO. 50
Haida Gwaii

TO Shelley Sansome
Secretary-Treasurer

FROM Moira Dubasov
Assistant Secretary-Treasurer

SUBJECT: Non-Teachers Payroll for... November

DATE 01-Dec-18

Period Ending	Pay Period	Payroll Group	Net Amount
10-Nov	PP #2-23	CUPE	\$ 59,000.14
10-Nov	PP #2-23	Casuals	\$ 12,869.58
10-Nov	PP #2-23	TOC's	\$ 8,621.83
24-Nov	PP #2-24	CUPE	\$ 59,389.06
24-Nov	PP #2-24	Casuals	\$ 20,967.08
24-Nov	PP #2-24	TOC's	\$ 4,654.13
Total Net Pay			\$ 165,501.82

2018/2019 Operating Funding - March vs December

	March (projected enrolment)			December (actual enrolment)			Increase / Decrease
	FTE	Grant	Total	FTE	Grant	Total	
Enrolment based funding							
Standard schools	476	\$7,423	\$3,533,348	461	\$7,423	\$3,422,003	-\$111,345
Distributed learning	6.25	\$6,100	\$38,125	0.125	\$6,100	\$763	-\$37,362
Total Sept enrolment based funding	482.25		\$3,571,473	461.125		\$3,422,766	-\$148,707
Enrolment decline			\$100,439			\$218,041	\$117,602
Unique student needs							
Special education - level 1	0	\$38,800	\$0	0	\$38,800	\$0	0
Special education - level 2	18	\$19,400	\$349,200	20	\$19,400	\$388,000	\$38,800
Special education - level 3	10	\$9,800	\$98,000	11	\$9,800	\$107,800	\$9,800
English language learning	43	\$1,420	\$61,060	49	\$1,420	\$69,580	\$8,520
Aboriginal education	310	\$1,230	\$381,300	288	\$1,230	\$354,240	-\$27,060
Adult education	6	\$4,696	\$28,176	0.125	\$4,696	\$587	-\$27,589
Total unique student needs			\$917,736			\$920,207	\$2,471
Salary differential			\$197,333			\$162,717	-\$34,616
Unique geographic factors			\$4,495,376			\$4,495,376	\$0
Funding protection			\$341,399			\$357,949	\$16,550
BC Education Plan supplement			\$10,210			\$10,210	\$0
Total aggregate funding			\$9,633,966			\$9,587,266	-\$46,700

SCHOOL DISTRICT NO. 50 (Haida Gwaii)															
PRELIMINARY BUDGET 2018/19															
FUNCTION/ PROGRAM	Spent	Final Budget 2018/2019		Preliminary Budget 2018/19		Difference									
		Projected to Spend	Total Spent	Final BUDGET	School BUDGET		Total Budget								
TOTAL															
Function 1 - Instruction	\$2,086,505	\$4,842,251	\$6,928,756	\$6,721,682	\$226,055	\$6,947,737	\$18,981	30%							
Function 4 - District Admin.	\$434,283	\$559,937	\$994,220	\$822,170	\$0	\$822,170	-\$172,049	44%							
Function 5 - Operations & Main.	\$573,535	\$1,130,398	\$1,703,933	\$1,832,142	\$0	\$1,832,142	\$128,209	34%							
Function 7 - Transport & Housing	\$141,040	\$400,596	\$541,636	\$588,504	\$0	\$588,504	\$46,867	26%							
TOTAL OPERATING							\$3,235,363	\$6,933,182	\$10,168,545	\$9,964,498	\$226,055	\$10,190,553	\$22,008		
TOTAL							\$3,235,363	\$6,933,182	\$10,168,545	\$9,964,498	\$226,055	\$10,190,553	\$22,008		
Totals By Object															
Teacher Salaries	\$789,912	\$1,849,680	\$2,639,592	\$2,582,913	\$0	\$2,582,913	-\$56,679	30%							
Support Salaries	\$935,050	\$1,641,305	\$2,576,355	\$2,438,343	\$0	\$2,438,343	-\$138,012	36%							
AO Salaries	\$289,307	\$378,350	\$667,657	\$741,143	\$0	\$741,143	\$73,486	43%							
Substitutes	\$104,508	\$341,280	\$445,788	\$494,731	\$0	\$494,731	\$48,943	23%							
Benefits	\$413,484	\$1,028,799	\$1,442,283	\$1,432,728	\$0	\$1,432,728	-\$9,555	29%							
Supplies & Services	\$703,102	\$1,693,768	\$2,396,870	\$2,274,640	\$226,055	\$2,500,695	\$103,825	29%							
Total							\$3,235,363	\$6,933,182	\$10,168,545	\$9,964,498	\$226,055	\$10,190,553	\$22,008		

SCHOOL DISTRICT NO. 50 (Haida Gwaii)
PRELIMINARY BUDGET 2018/19

FUNCTION/ PROGRAM	Final Budget 2017/2018	March Preliminary Budget 2018/2019	December Final Budget 2018/2019

Revenue

Applied Surplus (Deficit) Operating	\$350,627		\$366,176
Provincial Grants	\$9,641,052	\$9,633,966	\$9,587,266
Admin Savings	\$50,678	\$0	\$0
LEA Recovery	-\$3,810,996	-\$3,810,996	-\$3,863,123
LEA Funding	\$3,764,021	\$4,028,181	\$3,764,021
Miscellaneous	\$274,649	\$217,070	\$216,829
Funding for Graduated Adults	\$809		
Economic Stability Dividend	\$3,094		
Extended Health Benefit Funding	\$2,542		
MyEd BC Academy Travel	\$2,000		
Indigenous Language Funding	\$18,429		
Pay Equity	\$139,874	\$139,874	\$139,874
Seismic Assessment	\$24,700		
Carbon Tax Grant	\$16,959		
Rentals & Leases	\$46,005	\$62,221	\$62,221
Interest	\$16,338	\$14,790	\$14,790
Other Provincial Grants	\$182,793	\$96,996	\$96,996
Student Transportation Grant	\$149,851	\$149,851	\$149,851
Total Estimated Budget	\$10,873,425	\$10,531,953	\$10,534,901

Expenditures

Function 1 - Instruction	\$7,243,480	\$6,947,737	\$6,928,756
Function 4 - Administration	\$825,134	\$822,170	\$994,220
Function 5 - Maintenance	\$1,829,721	\$1,832,142	\$1,703,933
Function 7 - Transportation	\$608,914	\$588,504	\$541,636
Total Estimated Expenditures	\$10,507,249	\$10,190,553	\$10,168,545
- Internally restricted surplus			\$121,720
- Funding Protection (move to local capital)		\$341,400	\$357,949
	\$366,176	\$0	-\$113,313



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

Policy D.4.3 (3500-3)

FIELD TRIP APPLICATION

**Please complete this application and forward to the Superintendent of Schools
(a copy will be returned to you as confirmation)**

Sponsor Teacher: Verena Gibbs	School: Tahayghen Elementary
Name of Field Trip: Winter Activities - Surfing	Dates of Field Trip: Jan 28, Feb. 4, 11, 19, 25, Mar 4,
Number of Students Participating (please attach list of names): 8 (students will be selected the first week of January and forwarded soon)	Number of Chaperones: 4
Names of Teachers Involved: Peter Reynolds, Verena Gibbs, Name(s) of Local Guide(s): Peter Reynolds	

Objectives of Field Trip (curriculum relatedness): Tahayghen has a long reputation of Winter Activities based on cultural, sports and arts activities. The surfing group will focus on building water safety, proper form, cardio and confidence in the water.

Outdoor education, place-based learning, team building, confidence building

Names of Chaperones:	
Peter Reynolds	
3 more adults TBD	

Accommodations:
none

Travel Plans:
Students will travel by personal vehicles. Mileage will be reimbursed at set amount per KM.

Safety Precautions:
Peter Reynolds is an SD50 employee and has been teaching surfing to students for many years. All efforts will be made to ensure a 2:1 student to adult ratio. A designated First

Aid attendant will be present at all times. Information regarding student's swimming abilities will be collected and assessed before hand. All surfing gear will be inspected prior to each session. The surf instructor will assess weather and other conditions to determine the safest course of action, which may include cancelling a session.

Communication Plan: All supervising adults will bring cell phones were appropriate. There is a booster in the main cabin which may assist in messages should an emergency occur. Families will also be reminded of the trip the night before, so students are prepared for each session.

Estimate of Expenses		Estimate of Income	
Transportation Costs	\$150	Fundraising	0
Facilitator Costs	\$450	Direct Cost to Students	0
Accommodation	0	School Funds	\$1,100
Food	0	Other	
Wetsuit/board rentals	\$500	Other	
Estimated Total Cost:	\$1,100	Estimated Total Income	\$1,100


Itinerary for Each Day	
Date:	Itinerary:
Jan 28, Feb. 4, 11, 19, 25, Mar 4,	After lunch, at 12:20pm, students will gear into their wetsuits at the school and will be ready to leave by personal vehicles at 12:40pm. Students will arrive at north beach and will be instructed on surfing from 1:10pm – 2:20pm, then they will change and return to school by 3:05pm

Additional Information:

Students in grade 4,5,6,7 are given three choices for Winter Activities. In consultation with teachers, students are selected for the surfing group and permission forms will be sent home to families. This will take place at the start of January and names will be forward to the district office to accompany this application.


Applicant's Signature

Dec-7/18
Date


Principal's Approval

Approval or Confirmation

Superintendent of Schools

Date