

**MINUTES OF THE REGULAR BOARD MEETING HELD AT VIDEOCONFERENCE
AT GUDANGAAY TLAATS'GAA NAAY SECONDARY SCHOOL IN MASSET AND
THE DISTRICT ADMINISTRATION OFFICE IN QUEEN CHARLOTTE**

PRESENT WERE: Harmony Williams, Chairperson
Kim Goetzinger, Vice Chairperson
Denise Husband, Trustee
Elizabeth Condrotte, Trustee via teleconference

ALSO PRESENT: Dawna Johnson-Day, Superintendent of Schools
Steve Goffic, Facilities Manager
Kirsten Gillespie, Confidential Admin Assistant/Minute Taker

ABSENT WERE: Shelley Sansome, Secretary Treasurer
Wilson Brown, Trustee

MEMBERS OF THE PUBLIC:

Maureen Benoit
Leighann Rodgers
Tricia Jung
Donna Douglas
Ken Thompson
Andrew Hudson

1. Appoint Superintendent to position of Secretary Treasurer for Length of Meeting

R17012401 THAT The Board of Education of School District No. 50 (Haida Gwaii) appoint Superintendent Dawna Johnson-Day to position of Secretary Treasurer for length of the meeting.

MOTION CARRIED

2. Call to Order

Chairpeson Williams called the meeting to order at 1802 hours and acknowledged that the meeting was held on traditional territory of the Haida Nation.

3. Approval of Agenda

R17012402 THAT the agenda be approved as circulated.

MOTION CARRIED

4. Approval of the Minutes of Prior Meeting and Receipt of Records of Closed Meetings

R17012403 THAT the minutes of the regular meeting of December 13, 2016 be approved with the amendment to Chairperson Williams calling the meeting to order, not Trustee Condrotte.

MOTION CARRIED

5. Delegations/Presentations

None

6. Reports

6.1 Reports from the Chair

Chairperson Williams reported on her attendance at a policy meeting and that she was catching up on her new role as chair.

6.2 Trustee Reports

- Trustee Denise Husband reported on conducting research into Truth and Reconciliation, the Carver Model, and viewing Justice Murray Sinclair's video. She also responded to complaints from some Sandspit parents regarding lack of bussing and unfair payments of transportation.
- Trustee Kim Goetzinger attended a policy meeting and sent out an email regarding the next North West Branch Meeting that will be held in Haida Gwaii in September. She watched a video on the Truth and Reconciliation and sent it to our board members. She received a call from an elder who attended a PAC meeting and she is still attending night classes at the Skidegate Haida Immersion Program to learn the Haida language.
- Trustee Condrotte submitted a written report.

6.3 Superintendent of Schools Report

The Superintendent of Schools reported on attending meetings with Skidegate Band Council (SBC) and Old Masset Village Council (OMVC), working on creating additional teaching positions resulting from the Supreme Court of Canada decision, establishing a district team on Youth Mental Health Strategy, attending Distributed Learning meetings, communications with all Principals, transportation issues, attendance at a District Parent Advisory Council and a Pro-D Committee meeting, meeting with parents regarding student challenges, participating in a Policy Committee meeting, she has made improvements to the district website, drafting a school year calendar. Lastly, she attended the senior daycare program in Skidegate.

6.4 Secretary Treasurer Report

Superintendent Dawna Johnson-Day reported on behalf of Secretary Treasurer Sansome that she has been working on attendance management, completing Student Achievement Data Exchange (SADE) report and two WorkSafe BC investigations. She has been active on the Oceanview Drive sale. She met with HGTA president and reps of BCTF to meld the old contract with the most recent copy should be on its way. She attended a meeting with Skidegate Band Council. She has been working extensively on the Supreme Court of Canada decision. She has been consulting with Mr. Goffic on the Agnes L. Mathers replacement. She has also been working on budget software conversions and looking at budget provisions for 2017-2018 enrollment reports. Lastly, she has been dealing with confidential personnel matters.

R17012404 THAT The Board of Education of School District No.50 (Haida Gwaii) accepts the Trustee and senior management reports.

MOTION CARRIED

6.5 Trustee Expenditure Report

R17012405 THAT the Board of Education of School District No.50 (Haida Gwaii) receive and file the Trustee expenditure report for the month of December 2016.

MOTION CARRIED

7. Strategic and Policy Issues

7.1 Truth and Reconciliation Commission of Canada: Calls to Action

R17012406

THAT the Board of Education of School District 50 (Haida Gwaii) adopt the Truth and Reconciliation Calls to Action to be a part of and drive the strategic plan.

MOTION CARRIED

7.2 Rural Education Regional Meetings

R17012407 THAT the Board of Education of School District 50 (Haida Gwaii) will provide input to Superintendent Johnson-Day by Friday regarding the letter to the Minister about the Rural Education Regional Meetings.

MOTION CARRIED

7.3 Memorandum of Agreement re: LoU 17: Education Fund and Impact of Court Cases

Superintendent Johnson-Day reported to the Board of Education of School District No. 50 (Haida Gwaii) that based on the Supreme Court of Canada decision Haida Gwaii will receive \$98,793 to increase teacher FTE for the remainder of the year.

7.4 BCSTA Template Policy and Procedures School Act s. 177

Superintendent Johnson-Day reported to the Board of Education of School District No. 50 (Haida Gwaii) that she has reviewed s.177 of the School Act and the requirement to review district policies to align with the recommendations with the Ministry.

7.5 Interim Operating Grant

Superintendent Johnson-Day reported to the Board of Education of School District No. 50 (Haida Gwaii) that unfortunately enrollment numbers are down from last year and the funding allocations that we receive based on estimates of last years' student enrollment will be reduced by \$100,000.

7.6 3506 Oceanview Drive Land Disposal Bylaw 2017

R17012408 THAT the Board of Education of School District No. 50 (Haida Gwaii) adopts that 3506 Oceanview Drive Land Disposal Bylaw 2017 be given first reading.

MOTION CARRIED

R17012409 THAT the Board of Education of School District No. 50 (Haida Gwaii) adopts that 3506 Oceanview Drive Land Disposal Bylaw 2017 be given second reading.

MOTION CARRIED

R17012410 THAT the Board of Education of School District No. 50 (Haida Gwaii) give unanimous consent to the Secretary Treasurer to read the 3506 Oceanview Drive Land Disposal Bylaw 2017 a third time at the same Board meeting.

R17012411 THAT the Board of Education of School District No. 50 (Haida Gwaii) adopt that 3506 Oceanview Drive Land Disposal Bylaw 2017 be given third and final reading.

7.7 Policy Amalgamations

R17012412 THAT the Board of Education of School District No. 50 (Haida Gwaii) approves the following amalgamated policies as presented:

- Policy 6950 Threat and Risk Assessment
- Policy 4150 Student Injury & First Aid
- Policy 6600 Employees Working Alone
- Policy 6420 Emergency Response Plan

MOTION CARRIED

7.8 Policy 6000 Utilization of Properties by General Public Revisions

R17012413 THAT the Board of Education of School District No. 50 (Haida Gwaii) refer Policy 6000 back to the policy committee.

MOTION CARRIED

8. Operational Issues

8.1 December Finance Vouchers

R17012414 THAT the Board of Education of School District No. 50 (Haida Gwaii) receives and files the Accounts Payable and Payroll for December 2016.

MOTION CARRIED

8.2 Field Trip Applications

R17012415 THAT the Board of Education of School District No. 50 (Haida Gwaii) approves Agnes L. Mathers Elementary Jr Secondary School's swim and ski, surfing, as well as paddleboarding field trip applications.

MOTION CARRIED

8.3 Replace South Maintenance Van

R17012416 THAT the Board of Education of School District No. 50 (Haida Gwaii) approves the allocation of \$30,000 of local capital funds to replace a maintenance vehicle to be repaid within a five-year period.

MOTION CARRIED

8.4 Agnes L. Mathers Elementary Jr. Secondary Update

The Board of Education of School District No.50 (Haida Gwaii) received an update from Superintendent Johnson-Day on the construction of the Agnes L. Mathers Elementary Jr. Secondary School. If there are no delays, hope to have ground broken and modular in place starting in March/April of this year. Superintendent Dawna Johnson-Day acknowledged the work of Mr. Goffic on this project.

8.5 BC Ferries Update

The Board of Education of School District No.50 (Haida Gwaii) received an update from Superintendent Johnson-Day on the letter she wrote to BC Ferries. She has received some movement from BC Ferries with the slight change of the ferry schedule in the morning, which allows students more time to get to school. She also has an open invitation from one of the head managers at BC Ferries to have a conversation regarding the ferry schedule after school. She hopes to set a meeting in the near future.

8.6 Transportation Study

Superintendent Johnson-Day informed the Board of Education of School District No.50 (Haida Gwaii) about the Transportation Study conducted by the Village of Port Clements respecting both public and school transportation. She reported that there will be a few pieces of the study that the district will review when considering the 2017-2018 budget. Taking a closer look at the study, public transportation linked to school transportation will not be a success. However, this study has peaked interest in others to bid on future contracts.

8.7 Premier's Award

The Board of Education of School District No. 50 (Haida Gwaii) reviewed the Premier's Award for Promoting Innovation and Excellence that School District No. 50 received for its Carbon Neutral Government Program. Mr. Goffic reported the award is in recognition for installing solar panels, switching boilers out on the North end of the island, reinsulating the roof of Gudangaay Tlaats'гаа Naay Secondary School and helping the Village of Port Clements put in a pellet boiler.

8.8 Aboriginal Education Highlights

The Board of Education of School District No. 50 (Haida Gwaii) received an update from Superintendent Johnson-Day that the next Haida Education meeting is scheduled to be held on February 15, 2017 at the Queen Charlotte District Administration Office.

8.9 Haida Language Integrated Resource Package Update

The Board of Education of School District No. 50 (Haida Gwaii) received an update from Superintendent Johnson-Day that the Integrated Resource Package needs to be signed off by the Ministry before students can receive credit for the Haida Language program. Superintendent Dawna Johnson-Day recognized the work of Aboriginal Principal Joanne Yovanovich on this project.

9. Questions from the public

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

- The Haida Language Integrated Resource Package

10. Adjournment

R17012417 THAT the Board of Education of School District No. 50 (Haida Gwaii) adjourns the Regular Board meeting at 1930 hours.

MOTION CARRIED

Secretary Treasurer

Chairperson



BOARD/AUTHORITY AUTHORIZED (BAA) COURSE FORM

PART A: BAA COURSE VERIFICATION STATEMENT - To be completed by District Superintendent, Independent School or Offshore School Principal
Prior to submitting the attached BAA Course Framework to the Board/Authority for approval, I Bernadette Marie verify that I have reviewed the BAA Course to ensure that it is fully compliant with the School Act (if offered by a Board or Offshore School), the Independent School Act (if offered by an Independent School Authority), the Board Authorized Course Order, policy document Board/Authority Authorized Courses: Requirements and Procedures, and for ELL courses the ELL Guidelines: Template for BAA Language Acquisition/Culture Courses.

By signing below, I verify that the BAA Course:

- is not preparatory, remedial, or modified
• does not significantly overlap with current provincial curriculum
• name reflects the subject area and includes the grade level
• assigned grade level reflects the appropriate level of instruction
• credit value appropriately reflects the length and scope of the course
• synopsis clearly outlines what a student has gained when the course is completed
• rationale outlines the reasons for wanting to offer opportunities to study the course
• organizational structure outlines the specific topics, units or modules which include the learning outcomes, instruction and assessment components, and time allotments
• learning outcomes are assessable and observable and can be understood by students and parents
• instructional component clarifies learning outcomes and provides a range of pedagogical opportunities
• assessment component provides formative and summative opportunities to assess student achievement
• learning resources are age appropriate, support learning outcomes and diversity of learning rates and styles.

Course Name BA Psychology 12A Grade 12 Course Code YPSYC12A

School District Name and Number SD50 Haida Gwaii, 0505000

Independent School Name and School Number Gudanaay Tlaats'gaa Naay, 05050001

Name of District Superintendent/Independent or Offshore School Principal Dawna Johnson-Day

Signature Date 02/10/2017

PART B: BAA COURSE AUTHORIZATION STATEMENT - To be completed by Board/Authority Chair or Designate
A signed copy of this document must be submitted to the Student Certification Branch. The original document and accompanying BAA Course Framework must be retained by the district/school for submission to the Ministry upon request. (Board Authorized Course Order, M2B5/D4, s. 3; Educational Standards Order, M41/91, s. 5 (2)(c))

Name of Board/Authority Chair or Designate

Signature Date

I declare that this BAA course is approved by the Board/Authority

PART C: FOR INDEPENDENT SCHOOLS ONLY BAA INSPECTOR CONFIRMATION
To be completed by Inspector of Independent Schools or Designate during regular inspection/monitoring visit

A signed copy of this document (Parts A and C) must be retained for submission to the Ministry upon request.
The BAA course noted above is fully compliant with the Independent School Act and the BC Ministry of Education requirements outlined in the policy document Board/Authority Authorized Courses: Requirements and Procedures. (Educational Standards Order, M41/91, s. 5(2)(c))

Name Inspector of Independent Schools or Designate

Signature Date

Superintendent's Report:

February 28, 2017

As I move into my 7th month in my role as Superintendent of Schools with SD 50, Haida Gwaii, I continue to develop positive working relationships with school and district staff and students.

Great gains have been made in focusing on our processes and supports, with a particular focus on improving pathways for student success.

The following list provides examples of the many activities I participated in over the past month:

- Attended in-camera meeting
- OMVC meeting with trustees Wilson and Williams; Secretary-Treasurer Sansome, District Principal Yovanovich, Sharon Matthews and Florence Lockyer
- Distributed learning meeting with Vicki Ives, Verena Gibbs to strategize about using DL more effectively to address the needs of Early Leavers and Adult Learners who wish to complete their diplomas
- Participated in 2 days of Joint Job Evaluation Training with CUPE
- HEC working group meeting with Principal Yovanovich, Sharon Matthews and Marcia Piercy
- Labour Management Meeting with CUPE
- Hosted a meeting with Skidegate Band Council to commence LEA reviews
- Meeting with Secretary Treasurer Sansome and representative from our Employee Family Assistance Program.
- Participated in the Early Learning Forum
- Attended to high priority school events and issues
- Participated in Ministry of Education Conference Calls for Superintendents
- Worked with staff to advance our consultations on Youth Mental Health across the island
- Multiple meetings with HGTA to consult on school-based activities, collective agreement interpretations and HR matters
- Attended meeting with Trustees Goetzinger and Condrotte, Secretary-Treasurer Sansome and the board of the Living & Learning School – outcomes – enhance efforts to assist students in being prepared for their transition from Living & Learning School and Secondary School
- Held Principals' meeting at Gudangaay Tlats'gaa Naay
- Viewed progress on roofing and flooring projects at Gudangaay Tlats'gaa Naay
- Prepared draft social media policy and draft 17.18 school calendar for public consultation
- Supported principals in school-based issues and urgent matters
- Ensured safe measures were in place following a bussing matter

Respectfully submitted:



Dawna Johnson-Day

TRUSTEE EXPENDITURE REPORT
AS OF January 31, 2017

| | January | Year-To-Date | Budget | Available | % Spent |
|--------------|-----------------|------------------|------------------|------------------|------------|
| 4-40-19000 | 4,486.22 | 31,403.99 | 53,934.00 | 22,530.01 | 58% |
| 4-40-20000 | 86.18 | 552.13 | 910.00 | 357.87 | 61% |
| 4-40-34000 | 2,328.86 | 21,394.83 | 25,000.00 | 3,605.17 | 86% |
| 4-40-37000 | | 426.64 | 8,822.00 | 8,395.36 | 5% |
| 4-40-39000 | | 0.00 | 1,200.00 | 1,200.00 | 0% |
| 4-40-42005 | | 0.00 | | - | 0% |
| 4-40-43000 | | 0.00 | | - | 0% |
| 4-40-51000 | | 262.55 | 2,000.00 | 1,737.45 | 13% |
| 4-40-59000 | | 12,420.29 | | (12,420.29) | 0% |
| Total | 6,901.26 | 66,460.43 | 91,866.00 | 25,405.57 | 72% |

- PART A BOARD**
- A.1 Aims**
- A.2 Board Governance**
- A.2.1 Board Meeting Procedures**
- A.2.2 Annual Board Schedule**
- A.3 Board-Staff Relationships**
- A.4 Executive Limitations**
- A.5 Recruitment and Selection of Staff**
- A.6 Records Management**

- PART B FINANCE**
- B.1 Budget Process Direction**
- B.2 Purchasing**
- B.2.1 Purchase Orders**
- B.2.2 Petty Cash**
- B.3.3 School District Credit Cards**
- B.9 Banking – General Operating Account**
- B.10 Tendering**
- B.11 School Fundraising**
- B.12 Replacing Equipment**
- B.13 Board Signature Plate**
- B.14 Travel Expense/Reimbursement**
- B.15 Moving Assistance for Staff**
- B.16 Disposal of Assets**
- B.17 Student Fees**

- PART C SCHOOLS**
- C.1 Learning Assistance**
- C.2 Board Authority Authorized Courses**
- C.3 Locally Developed Courses**
- C.4 Locally Recommended Learning Resources**
- C.5 Strong Start Early Learning Centers**
- C.6 French Immersion**
- C.7 District Sports Program**
- C.8 Closing a School**
- C.9 Electronic Technology Systems Use**
- C.10 Damage to Property**

- PART D STUDENTS**
- D.1 Student Code of Conduct**
 - D.1.1 Student Suspensions**
 - D.2 Travelling on School Buses**
 - D.3 Transportation Assistance**
 - D.3.1 Transportation Assistance Tables -Road**
 - D.3.2 Transportation Assistance Tables –Water**
 - D.3 Field Trips**
 - D.4 Graduation**
 - D.5 District Scholarship and Award**
 - D.6 Sexual Orientation**
 - D.7 Student Records**
 - D.8 Student Exit Survey**
 - D.9 Challenge for Credit**
 - D.10 Equivalency Policy**
 - D.11 Substance Abuse**

- PART E EMPLOYEE**
- E.1 Employment Equity**
 - E.2 Background Checks on Applicants**
 - E.3 Standards of Employee Conduct**
 - E.3.1 Progressive Discipline**
 - E.4 Coaches and Sponsors of Extra Curricular and Co-curricular Activities**
 - E.5 Substitute Teacher (without BC Certification)**
 - E.6 Use of School Equipment by Staff**
 - E.7 Emergency Community Service Leave**
 - E.8 Retirement**
 - E.9 Exit Survey for Employees**
 - E.10 Personnel Evaluations**
 - E.11 District Vehicles**
 - E.12 Personal Property**

- PART F HAIDA CULTURE**
- F.1 Cultural Committee**
 - F.2 Haida Language Orthography**
 - F.3 Chiefs Funeral Recognition**

- PART G COMMUNITY**
- G.1 Appeal Procedures**

- G.2 Community Resource People**
- G.3 Volunteers**
- G.4 Utilization of Properties by General Public**
- G.5 Child Care Facility**
- G.6 School Planning Councils**
- G.7 Transportation of Students**

PART H SAFETY

- H.1 Student Injury and First Aid**
- H.2 Child Abuse Reporting**
- H.3 Suicide intervention**
- H.4 Allergic Reaction**
- H.5 Administration of Prescribed Medication to Students**
- H.6 Access and Security**
- H.7 District Health and Safety Program**
- H.8 Reporting Employee Accidents**
- H.9 Emergency Response Plan**
- H.10 Employees Working Alone or in Isolation**
- H.11 Threat and Risk Management**

By-Laws

- By-Law No. 3 Trustee Election By-Law**

6000 Utilization of Properties by General Public

Date Passed: October 1999

Date Approved: November, 1999

Date Amended: January 2004

Preamble

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

Definitions

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

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

1.0 Procedure

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

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

2.0 Application for Use

- i. Form 6000.1 *Application for Rental-Use of School Facilities Rental agreement* will be completed for each application for use
- ii. Applications for Commercial Use shall be made on a standard school district form obtained through the school.
- iii. For user Groups of 20 or more participants, it is recommended that custodians cleanup after use.
- iv. Non-Profit Groups must provide their own liability insurance for sports related events (i.e., floor hockey, basketball, soccer, badminton, etc.).
- v. Classroom rentals will be considered for meetings on the condition that nothing in the classroom is disturbed and with the approval of the teacher in charge of that classroom.

2.1 Review of Application

- i. The Principal or District Manager will process all applications.
- ii. All rentals may be subject to direct supervision by school district personnel.
- iii. In reviewing any application for use consideration will be given:
 - a) to activities of direct education benefit;
 - b) any other use based on individual merit with non-profit and charitable use taking precedence over any profitable endeavor.
- iv. Copies of approved applications will be forwarded to the School District Administration Office.

3.0 Substances

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

4.0 Responsibility for Damage

- i. The lessee will be held responsible for any damage, whether to persons or to property, including the exterior of all school buildings, grounds and fences.
- ii. All facilities must be left in clean and tidy condition.

4.1 Condition of Premises

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

4.2 Supervision

- i. The lessee must provide sufficient supervision to maintain order, and prevent unauthorized persons from entering rooms and hallways not authorized on the permit for use.
- ii. Activities must be confined to the area granted for use.

5.0 Hours of Access

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

5.1 Access to Buildings

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

6.0 Rental Fees

- i. Schools will collect rental fees (table 6.1.i.) and will forward all fees collected to the School Board Office.

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

6.1 Rental Rates

- i. Rental fees directly associated with a school program will be credited to that program.
- iii. All rates are exclusive of custodial fees incurred in conjunction with the rental.

Table 6.1.iii. Haida Gwaii School District School Rental Rates

| | Commercial Hourly Rate | Non-Profit Organization Hourly Rate |
|---|---------------------------|---|
| Use of Classroom | \$30.00 | N/A |
| Use of Library | \$50.00 | N/A |
| Use of Gymnasium | \$80.00 | N/A |
| Use of Board Room (0900 to 1700 hours) | \$30.00 | \$5.00 |
| Play Fields <i>Subject to conditions of field</i> | N/A | N/A |

iv. Custodial fees to be charged are as follows for weekends, after hours and holidays:

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

| | |
|---|---|
| Gidgalang Kuuyas Naay Secondary (GTN); Sk'aadgaa Naay Elementary; Tahayghen Elementary; Gudangaay Tlaats'gaa Naay Secondary (GTN) | 2 Hour minimum charge @ \$50.00 per hour |
| Agnes L. Mathers School and Port Clements Elementary | 2 Hour minimum charge @ \$25.00 per hour |

6.2 Equipment Use

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

7.0 Cancellation

- i. The Maintenance Supervisor and the Principal of the School have the right to cancel use without incurring any obligation or liability.
- ii. In the event of cancellation as per 7.0.i., lessees will be refunded their rental fee.

8.0 Certificates of Insurance Required for High Risk User Groups

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

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



School District No.50-Haida Gwaii
FORM 6000.1: APPLICATION FOR RENTAL/USE OF SCHOOL FACILITIES

LOCATION: Sk'aadga Naay Port Clements Agnes L. Mathers Tahayghen
 Gidgalang Kuuyas Naay Gudangaay Tlaats'gaa Naay OTHER: _____

SPACE REQUIRED: CLASSROOM SHOP GYMNASIUM LIBRARY SCHOOL FIELDS
 BOARD ROOM OTHER: _____

FURNISHINGS/EQUIPMENT REQUIRED: TABLES _____ CHAIRS _____ OTHER: _____

LESSEE INFORMATION:

Name of Organization (Lessee): _____

Contact Person: _____ Phone: _____

Mailing Address: _____ Fax: _____

Description of Activity: _____ #. Participants: _____

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

Dates Required: From: _____ To: _____ # of weeks/sessions _____

Weekend Used: Yes No Day(s) of Week: _____ Times: _____ to _____

If alternative arrangements to open/close the building are made do not include the custodial call-out charges.

| Rental Rate: | Rate: | # of Hours | Sub-Total: |
|--|-------|------------|------------|
| Hourly Rental Rate: | | | |
| Custodial Call-out: (minimum \$100.00) | | | |
| Additional Costs: | | | |
| Number of Weeks: | | | |
| Additional Costs: | | | |
| COST TO BE INVOICED: | | | |

Principals Approval _____ Date: _____

Code: _____ Maintenance Supervisor Signature: _____
 Comments: _____

| RENTAL RATES | Commercial Hourly Rate | Non-Profit Hourly Rate |
|--|------------------------|------------------------|
| Use of Classroom: | \$30.00 | N/A |
| Use of Library | \$50.00 | N/A |
| Use of Gymnasium | \$80.00 | N/A |
| Use of Board Room (0900 to 1700 hours) | \$30.00 | \$5.00 |
| Play Fields <i>Subject to conditions of field</i> | N/A | N/A |
| Custodian Call-Out-for opening/closing, Weekends/Holiday at GKN, SNES, TAH & GTN | \$50.00 (min 2hrs) | \$50.00 (min 2hrs) |
| Custodian Call-Out-for opening/closing, Weekends/Holiday at ALM & Port | \$25.00 (min 2hrs) | \$25.00 (min 2hrs) |

APPLICANTS MUST AGREE TO THE FOLLOWING PROVISIONS:

1. The Board are not responsible or liable for any accidents or injuries arising from this use.
2. All facilities must be vacated by 10:00pm unless other arrangements have been made.
3. Any abuse of rental privileges will mean cancellation of this agreement and may result in a denial of future rentals. The Lessee agrees that there is no warranty expressed or implied on the part of the Board as to the suitability or condition of the school premises mentioned in this agreement and that the Lessee accepts the said premises at his/her own risk. The Lessee covenants to indemnify and save harmless the Board from all loss, costs and damages which may arise as a consequence, either directly or indirectly, from the granting of this lease. The Lessee agrees to indemnify the Board for any loss or damage to the Board's premises to which this lease relates. The Lessee understands and agrees that this lease may be revoked or cancelled at any time with or without cause and that, in the event of such revocation or cancellation, there should be no claim or right to damages or reimbursement on account of any loss, damage or expense.
3. It is the responsibility of the lessee to familiarize themselves with Haida Gwaii School district 50 Policy 6000: Utilization of properties by the General Public.

Indemnification and Hold Harmless

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

Waiver of Subrogation

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

The Following Applies to High Risk User Groups (i.e., Contract Sports Groups) Liability Insurance for High Risk User Groups

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

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

Certificates of Insurance Required for High Risk User Groups

5. Shall provide the School District with evidence of all required insurance prior to the effective date of the agreement. Such evidence of insurance shall be in the form of a certificate of insurance. When requested by the School District, the lessee shall provide certified copies of required insurance policies.

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

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

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

I have read and agree to abide by the condition of this document in addition to School Board Policy 6000:

SIGNATURE _____ DATE _____

OFFICE USE: CANCELLATION

Date: _____ Time: _____ Refund \$ _____ Cancelled by: _____

Reason: _____ Signature: _____

Draft Policy Social Media Policy for School District Staff and Trustees

Introduction

The Haida Gwaii Board of Education ("Board" or "District") recognizes the importance of providing employees, students and community members with a clear understanding of the impact of using social media and its appropriate use. The Board recognizes that communication through social media must be of the highest professional standard and that in the 'online world' the lines between public and private, personal and professional can become blurred. Even when employees are social networking on their own time, they may be identified as working for and sometimes representing the School District in their online communications.

At the District, we recognize the use of social media and networking as one means of communicating in the online world. However, we also recognize that the inadvertent misuse of social media by district staff and board members has the potential to put the reputation of the School District and its employees at risk. It is essential that all members of the school community are protected from harassment and bullying.

The following policy has been established to ensure best practices and mitigate both the School District and employees' exposure to risk. District policies respecting Codes of Behaviour Expectations, Harassment and Employee Standards of Practice also apply to the use of Social Media.

Social Media Policy

Definition

Social media is defined as any form of online publication or presence that allows end users to engage in multi-directional conversations in or around the content of any website. Social media includes but is not restricted to, social networking, blogs, wikis, social bookmarking, podcasts, forums, content communities, email, and instant messaging, and texting (SMS or texting). Interactions with and through social media occur through the use of web browsers, specialized software on computers and mobile devices.

Responsibilities

As role models for students and a representative of the School District, you must ensure that your use of social networking, even on your personal time, does not reflect negatively on your professional reputation or that of the School District.

All members of School District 50 and the Board of Education will adhere to the following with respect to the use of Social Media:

- Use only school sanctioned sites and tools or other school approved means of communicating online with students and parents. All communication with students and parents should be formal, courteous and respectful and should pertain to school related matters.
- Respect the law in relation to your online communications.
- Protect the confidentiality of information regarding students and their families.

- Ensure compliance with copyright requirements.
- Refrain from making comments online which are defamatory of others.
- Monitor all content you or others post to your personal social media accounts to ensure that it is consistent with your role in the School District and professional standards.
- Remove any material which is inappropriate or contrary to this policy.
- The nature of online activities must not interfere with the performance of your job or your effectiveness as an employee of the School District.
- Online communications should reflect the principles of honesty, respect, responsibility, and consideration of others.
- Refrain from disclosing any confidential or personal information about students or their families in online communications.
- Not post photographs or videos of students without the informed consent of the student and their parent(s).
- Never criticize students, parents, community members, other district employees or the School District on online sites.
- Use dedicated School District sites and tools for online communications with students and parents.
- Should any staff member wish to create other sites and/or use other online forums for communicating with students, you must obtain approval from the principal or Superintendent.
- All sites and online forums for communicating must comply with this policy and access must be appropriately restricted (e.g. to students assigned to your class or activity).
- Refrain from exchanging personal phone numbers, email addresses, or photographs with students.
- Ask friends not to tag you in any photos or videos without your permission and remove anything that is not appropriate to your role in the School District.
- Avoid impulsive, inappropriate or heated postings. Remember that what you post may be viewed and archived permanently on line.

Response to postings.

Trustees and district staff will refrain from responding to communications via social media where postings/communications from any individual or special interest group:

- are perceived to breach confidentiality.
- are of a bullying or harassing nature,
- are perceived as detrimental to constructive conversations,
- negatively impact the ability of the Board or staff to conduct business effectively

The district will ensure that all communication follows the district communication protocol and collective agreements.



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

Policy No. 6040

Policy Subject: SCHOOL EQUIPMENT

Date Passed: October 1999

Date Approved: November, 1999

Policy: SCHOOL EQUIPMENT

PROCEDURE

It is recognized that school equipment is installed primarily for the education of students. It is reasonable that staff be allowed to use such equipment. It is expected that staff using such equipment are competent in its use and will conduct its use in a safe and proper manner.

School equipment may be used by staff personnel providing that the use of such equipment will not benefit the user monetarily. Permission must be given by the manager/principal. The user is responsible for lost, stolen or damaged equipment.



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

Policy No. 4500

Policy Subject: DAMAGE TO PROPERTY

Date Passed: October 1999

Date Approved: November 1999

Policy: DAMAGE TO PROPERTY

PROCEDURE

When students wilfully or carelessly mutilate or destroy school property, or without permission or authority remove or lose any school property, the following action shall be taken.

1. The Principal will report the matter to the parents and/or guardians of the student and to the Secretary Treasurer and Maintenance Superintendent where appropriate.
2. The Principal will provide to the Secretary Treasurer a statement of damages, for which assistance in collection is requested.
3. The Maintenance Superintendent will provide to the Secretary Treasurer a statement of the cost of required repairs.
4. The Secretary Treasurer will invoice the families involved. A copy of this invoice will be provided to the Principal.
5. Receipts will be issued by the school board office or the school for payments received. Copies of these receipts will be provided to both the school board office and the school.
6. In instances where arrangements for payment satisfactory to the Board are not forthcoming, the Board of Education authorizes the Secretary Treasurer to make the necessary arrangements for recovery of the funds through a court action, should it be necessary.



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

Policy No. 2120

Policy Subject: REPLACEMENT EQUIPMENT

Date Passed: October 1999

Date Approved: November, 1999

Policy: REPLACEMENT EQUIPMENT

PROCEDURE

Equipment

In consultation with staff, the Principal or District Manager will determine which equipment requires replacing.

Replacement Equipment

Identification not included on invoices is to be added at the time of receiving. This information is vital to establishing an updated inventory. All corded equipment shall comply with Canadian Standards Association for "Commercial Audio Video Equipment" and be labeled appropriately with the C.S.A. appropriate label: #8-2407-195.



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

Policy No. 2115

Policy Subject: STUDENT FEES

Date Passed: October 1999

Date Approved: November, 1999

Date Amended: January 2008

Policy: STUDENT FEES

The Board of Education of School District No. 50 (Haida Gwaii) shall provide free of charge, to every student, of school age, resident in the school district and enrolled in an educational program:

1. Instruction in an educational program to meet the general requirements for graduation set out in the Orders of the Minister;
2. Educational resource materials necessary to participate in an educational program.

For special projects in an educational program or field trips, if optional, participants may be expected to provide some of the associated costs.

Fees may be charged for non-educational programs for such items as Students' Council, Agenda Books and Lockers.

To ensure that fees do not become a barrier to student participation in educational programs, schools will establish fair, sensitive and confidential procedures which will allow participation by students who would otherwise be excluded due to financial hardship. Principals, in consultation with staff and the School Planning Councils, are to determine and shall advise parents how to access assistance when ability to pay is a concern.

FINANCE VOUCHER

REGULAR BOARD MEETING

BOARD MEETING:

February 28, 2017

AGENDA ITEM:

Finance Voucher January 31, 2017

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

| | | | |
|------------------------------------|-------------------------|--------------|-----------------------|
| A/P Cheques Computer Generated | January 31, 2017 | \$575,836.72 | |
| ePayments | January 31, 2017 | \$284,594.61 | |
| Quick Pays | January 31, 2017 | \$175,071.70 | |
| TOTAL Accounts Payable..... | January 31, 2017 | | \$1,035,503.03 |
| Teachers | 13-Jan | \$85,175.00 | |
| AO/Exempt | 13-Jan | \$27,000.00 | |
| Teachers | 31-Jan | \$106,417.52 | |
| AO/Exempt | 31-Jan | \$33,437.59 | \$252,030.11 |
| CUPE | 7-Jan | \$39,717.30 | |
| Casuals | 7-Jan | \$10,263.40 | |
| TOC's | 7-Jan | \$2,801.55 | |
| CUPE | 21-Jan | \$53,214.38 | |
| Casuals | 21-Jan | \$12,016.66 | |
| TOC's | 21-Jan | \$11,642.87 | |
| | | | \$129,656.16 |
| TOTAL Payroll..... | January 31, 2017 | | \$381,686.27 |
| TOTAL A/P and Payroll | | | \$1,417,189.30 |

RECOMMENDATION:

1. THAT the Board of School Trustees receive for information Accounts Payable and Payroll totaling **\$1,417,189.30** for the month of January

SCHOOL DISTRICT NO. 50
CHEQUE REGISTER AS OF JANUARY 31, 2017

| CHEQUE NUMBER | DATE | SUPPLIER | AMOUNT |
|----------------------|-------------|------------------------------------|---------------|
| 57121 | 1/6/2017 | Canada Revenue Agency | \$ 685.26 |
| 57122 | 1/6/2017 | Receiver General | \$ 614.39 |
| 57123 | 1/6/2017 | Great-West Life | \$ 530.28 |
| 57124 | 1/6/2017 | Great West Life | \$ 966.50 |
| 57125 | 1/6/2017 | London Life Insurance Company | \$ 690.18 |
| 57126 | 1/6/2017 | Professional Mechanical Ltd. | \$ 10,952.51 |
| 57127 | 1/6/2017 | SSQ INSURANCE COMPANY | \$ 27.80 |
| 57128 | 1/6/2017 | Super Valu Store No. 43 | \$ 138.24 |
| 57129 | 1/6/2017 | Canadian Western Trust | \$ 1,300.00 |
| 57130 | 1/12/2017 | ARI Financial Services Inc. | \$ 2,799.00 |
| 57131 | 1/12/2017 | Cintas Canada Limited | \$ 132.34 |
| 57132 | 1/12/2017 | Dediluke Land Surveying Inc. | \$ 11,965.14 |
| 57133 | 1/12/2017 | DNA Fire Doctors Inc. | \$ 3,724.98 |
| 57134 | 1/12/2017 | FedEx Trade Networks | \$ 19.60 |
| 57135 | 1/12/2017 | First Aid Direct | \$ 375.50 |
| 57136 | 1/12/2017 | Lochlan Gibbard | \$ 756.84 |
| 57137 | 1/12/2017 | I.J. Rugman Floor Coverings | \$ 119,595.21 |
| 57138 | 1/12/2017 | Kone Inc. | \$ 1,813.13 |
| 57139 | 1/12/2017 | Learning A-Z | \$ 99.95 |
| 57140 | 1/12/2017 | Pembroke Publishers Limited | \$ 33.76 |
| 57141 | 1/12/2017 | Pineault Welding & Fabricating | \$ 267.75 |
| 57142 | 1/12/2017 | Presse Commerce Corporation | \$ 240.90 |
| 57143 | 1/12/2017 | Professional Mechanical Ltd. | \$ 851.56 |
| 57144 | 1/12/2017 | Staples Desjardins Card Servic | \$ 269.79 |
| 57145 | 1/12/2017 | Telus Commuications Company | \$ 96.62 |
| 57146 | 1/12/2017 | Vancouver Textiles LTD | \$ 498.83 |
| 57147 | 1/12/2017 | Western Roofing Master Roofers | \$ 404,689.53 |
| 57148 | 1/19/2017 | BC Hydro & Power Authority | \$ 7.64 |
| 57149 | 1/19/2017 | Lavoie's Family Farm | \$ 45.00 |
| 57150 | 1/19/2017 | Minister Of Finance | \$ 21.28 |
| 57151 | 1/19/2017 | Pitney Bowes Leasing | \$ 133.15 |
| 57152 | 1/19/2017 | Staples Desjardins Card Service | \$ 71.00 |
| 57153 | 1/19/2017 | Super Valu Store No. 43 | \$ 56.63 |
| 57154 | 1/19/2017 | Telus Commuications Company | \$ 48.31 |
| 57155 | 1/19/2017 | Westpoint Automotive | \$ 427.21 |
| 57156 | 1/19/2017 | George M Dawson Principal IN Trust | \$ 62.50 |
| 57157 | 1/27/2017 | BC Hydro & Power Authority | \$ 4,740.21 |
| 57158 | 1/27/2017 | Patti Evans | \$ 450.00 |

SCHOOL DISTRICT NO. 50
CHEQUE REGISTER AS OF JANUARY 31, 2017

| CHEQUE NUMBER | DATE | SUPPLIER | AMOUNT |
|--------------------------|-------------|---------------------------------|----------------------|
| 57159 | 1/27/2017 | Sarah Kell | \$ 721.97 |
| 57160 | 1/27/2017 | Scholar's Choice | \$ 356.11 |
| 57161 | 1/27/2017 | Staples Desjardins Card Service | \$ 272.60 |
| 57162 | 1/27/2017 | Telus Commuications Company | \$ 48.31 |
| 57163 | 1/31/2017 | Canada Revenue Agency | \$ 759.15 |
| 57164 | 1/31/2017 | Receiver General | \$ 600.89 |
| 57165 | 1/31/2017 | Great-West Life | \$ 532.71 |
| 57166 | 1/31/2017 | Great West Life | \$ 976.95 |
| 57167 | 1/31/2017 | London Life Insurance Company | \$ 691.71 |
| 57168 | 1/31/2017 | SSQ INSURANCE COMPANY | \$ 27.80 |
| 57169 | 1/31/2017 | Canadian Western Trust | \$ 650.00 |
| TOTALS | | | \$ 575,836.72 |

SCHOOL DISTRICT NO. 50
eREGISTER AS OF JANUARY 31, 2017

| DATE | SUPPLIER | NUMBER | AMOUNT | Batch # |
|-----------|--|--------|--------------|---------|
| 1/6/2017 | Apple Canada Inc. C3120 | 9658 | \$ 113.91 | 7552 |
| 1/6/2017 | BC Principals & Vice Principals' Association | 9659 | \$ 691.25 | 7552 |
| 1/6/2017 | BC Teachers' Federation | 9660 | \$ 6,398.23 | 7552 |
| 1/6/2017 | BC Teachers' Federation | 9661 | \$ 5,778.98 | 7552 |
| 1/6/2017 | Coastal Propane Inc. | 9662 | \$ 40,567.55 | 7552 |
| 1/6/2017 | CUPE - Local 2020 | 9663 | \$ 2,573.19 | 7552 |
| 1/6/2017 | Family Services Of Greater Vancouver | 9664 | \$ 3,502.01 | 7552 |
| 1/6/2017 | Haida Gwaii Consumers Co-operative | 9665 | \$ 2,657.75 | 7552 |
| 1/6/2017 | Haida Gwaii Teachers' Association | 9666 | \$ 2,511.58 | 7552 |
| 1/6/2017 | Haida Gwaii PVPA Association | 9667 | \$ 140.00 | 7552 |
| 1/6/2017 | Industrial Alliance | 9668 | \$ 63.30 | 7552 |
| 1/6/2017 | North Coast Occupational Therapy | 9669 | \$ 1,000.00 | 7552 |
| 1/6/2017 | Opus Framing & Art Supplies | 9670 | \$ 144.08 | 7552 |
| 1/6/2017 | Rootham Services Group Incl | 9671 | \$ 1,462.92 | 7552 |
| 1/6/2017 | Zep Sales & Services of Canada | 9672 | \$ 3,076.01 | 7552 |
| 1/6/2017 | Administrative Officers Pro D | 9673 | \$ 1,400.00 | 7552 |
| 1/6/2017 | Ryan Brown | 9674 | \$ 286.80 | 7552 |
| 1/6/2017 | Johnny Daschuk | 9675 | \$ 13.52 | 7552 |
| 1/6/2017 | J. Kim Goetzinger | 9676 | \$ 23.50 | 7552 |
| 1/6/2017 | Vicki D. Ives | 9677 | \$ 37.84 | 7552 |
| 1/6/2017 | Joint Professional Development | 9678 | \$ 3,024.91 | 7552 |
| 1/6/2017 | Thomas Kertes | 9679 | \$ 177.50 | 7552 |
| 1/6/2017 | Leighann Rodger | 9680 | \$ 408.62 | 7552 |
| 1/12/2017 | Aaron-Mark Services | 9681 | \$ 1,023.09 | 7558 |
| 1/12/2017 | Absolute Value Publications | 9682 | \$ 471.56 | 7558 |
| 1/12/2017 | Andrew Sheret LTD | 9683 | \$ 709.69 | 7558 |
| 1/12/2017 | Apple Canada Inc. C3120 | 9684 | \$ 3,651.20 | 7558 |
| 1/12/2017 | Atwell Family Foods | 9685 | \$ 919.77 | 7558 |
| 1/12/2017 | Big Red Enterprises LTD. | 9686 | \$ 2,520.50 | 7558 |
| 1/12/2017 | Black Press Ltd. | 9687 | \$ 987.12 | 7558 |
| 1/12/2017 | Charlotte Island Tires LTD. | 9688 | \$ 82.46 | 7558 |
| 1/12/2017 | Craven Huston Powers Architects | 9689 | \$ 7,550.99 | 7558 |
| 1/12/2017 | Netlink Computer Inc. | 9690 | \$ 16.72 | 7558 |
| 1/12/2017 | Eagle Transit LTD. | 9691 | \$ 866.25 | 7558 |
| 1/12/2017 | EMCO Corporation | 9692 | \$ 250.40 | 7558 |
| 1/12/2017 | Fictorie Construction Management Ltd | 9693 | \$ 5,906.25 | 7558 |
| 1/12/2017 | FirstCanada ULC | 9694 | \$ 56,800.68 | 7558 |
| 1/12/2017 | Geopacific Consultants Ltd. | 9695 | \$ 388.50 | 7558 |
| 1/12/2017 | Grand & Toy | 9696 | \$ 13.83 | 7558 |
| 1/12/2017 | Graydon Security Systems | 9697 | \$ 382.75 | 7558 |
| 1/12/2017 | Haida Gwaii Consumers Co-operative | 9699 | \$ 1,849.13 | 7558 |

SCHOOL DISTRICT NO. 50
eREGISTER AS OF JANUARY 31, 2017

| DATE | SUPPLIER | NUMBER | AMOUNT | Batch # |
|-----------|--------------------------------------|--------|--------------|---------|
| 1/12/2017 | Harris & Company | 9700 | \$ 571.20 | 7558 |
| 1/12/2017 | Insight Canada Inc. | 9701 | \$ 1,173.19 | 7558 |
| 1/12/2017 | Lwm Services Inc. | 9702 | \$ 4,356.60 | 7558 |
| 1/12/2017 | Netlink Computer Inc. | 9703 | \$ 565.58 | 7558 |
| 1/12/2017 | North Arm Transportation LTD. | 9704 | \$ 14,181.41 | 7558 |
| 1/12/2017 | Northern Industrial Sales | 9705 | \$ 1,101.12 | 7558 |
| 1/12/2017 | Northwest Community College | 9706 | \$ 119.25 | 7558 |
| 1/12/2017 | School Specialty Canada | 9707 | \$ 248.86 | 7558 |
| 1/12/2017 | Skidegate Band Council | 9708 | \$ 4,000.00 | 7558 |
| 1/12/2017 | Strong Nations | 9709 | \$ 68.29 | 7558 |
| 1/12/2017 | Supreme Office Products | 9710 | \$ 100.45 | 7558 |
| 1/12/2017 | Tlc Automotive Services LTD. | 9711 | \$ 448.84 | 7558 |
| 1/12/2017 | Village Of Port Clements | 9712 | \$ 1,082.29 | 7558 |
| 1/12/2017 | Xerox Canada Ltd. | 9713 | \$ 2,459.18 | 7558 |
| 1/12/2017 | Steven Goffic | 9715 | \$ 183.81 | 7558 |
| 1/12/2017 | Yvonne Hughes | 9716 | \$ 291.60 | 7558 |
| 1/12/2017 | Ian J. Keir | 9717 | \$ 182.00 | 7558 |
| 1/12/2017 | Emily O'Gorman | 9718 | \$ 98.25 | 7558 |
| 1/12/2017 | GidGalang Kuuyas Naay PIT | 9719 | \$ 325.00 | 7558 |
| 1/12/2017 | Tahayghen Principal's IN Trust | 9720 | \$ 500.00 | 7558 |
| 1/19/2017 | 518387 BC Ltd. | 9721 | \$ 1,984.50 | 7561 |
| 1/19/2017 | Aaron-Mark Services | 9722 | \$ 704.61 | 7561 |
| 1/19/2017 | Andrew Sheret LTD | 9723 | \$ 79.07 | 7561 |
| 1/19/2017 | Atwell Family Foods | 9724 | \$ 141.00 | 7561 |
| 1/19/2017 | Craven Huston Powers Architects | 9725 | \$ 992.25 | 7561 |
| 1/19/2017 | Family Services Of Greater Vancouver | 9726 | \$ 1,102.50 | 7561 |
| 1/19/2017 | Grand & Toy | 9727 | \$ 785.88 | 7561 |
| 1/19/2017 | Haida Gwaii Consumers Co-operative | 9728 | \$ 1,606.91 | 7561 |
| 1/19/2017 | Haida Gwaii Recreation Commission | 9729 | \$ 21,300.02 | 7561 |
| 1/19/2017 | Indigo Books & Music Inc. | 9730 | \$ 203.71 | 7561 |
| 1/19/2017 | Insight Canada Inc. | 9731 | \$ 4,120.32 | 7561 |
| 1/19/2017 | Kms Tools And Equipment | 9732 | \$ 44.77 | 7561 |
| 1/19/2017 | Mills Office Productivity | 9733 | \$ 311.02 | 7561 |
| 1/19/2017 | North Arm Transportation LTD. | 9734 | \$ 2,239.92 | 7561 |
| 1/19/2017 | Opus Framing & Art Supplies | 9735 | \$ 79.18 | 7561 |
| 1/19/2017 | Port Air Cargo | 9736 | \$ 73.50 | 7561 |
| 1/19/2017 | Pebt, IN Trust | 9737 | \$ 4,342.36 | 7561 |
| 1/19/2017 | Tlc Automotive Services LTD. | 9738 | \$ 163.07 | 7561 |
| 1/19/2017 | United Library Services | 9739 | \$ 240.07 | 7561 |
| 1/19/2017 | Xerox Canada Ltd. | 9740 | \$ 2,866.27 | 7561 |
| 1/19/2017 | Zep Sales & Services of Canada | 9741 | \$ 332.71 | 7561 |

SCHOOL DISTRICT NO. 50
eREGISTER AS OF JANUARY 31, 2017

| DATE | SUPPLIER | NUMBER | AMOUNT | Batch # |
|---------------|--|--------|----------------------|---------|
| 1/19/2017 | Dennis S. Baran | 9742 | \$ 263.40 | 7561 |
| 1/19/2017 | Josina Davis | 9743 | \$ 30.92 | 7561 |
| 1/19/2017 | Vicki D. Ives | 9744 | \$ 369.36 | 7561 |
| 1/19/2017 | Dawna Johnson-Day | 9745 | \$ 154.19 | 7561 |
| 1/19/2017 | GidGalang Kuuyas Naay PIT | 9746 | \$ 844.83 | 7561 |
| 1/19/2017 | Shelley Sansome | 9747 | \$ 92.22 | 7561 |
| 1/19/2017 | Tahayghen Principal's IN Trust | 9748 | \$ 115.00 | 7561 |
| 1/19/2017 | Robert Vogstad | 9749 | \$ 69.96 | 7561 |
| 1/19/2017 | Sheila Wigmore | 9750 | \$ 150.00 | 7561 |
| 1/27/2017 | Air Liquide Canada Inc. | 9751 | \$ 514.72 | 7565 |
| 1/27/2017 | Apple Canada Inc. C3120 | 9752 | \$ 655.77 | 7565 |
| 1/27/2017 | Atwell Family Foods | 9753 | \$ 108.38 | 7565 |
| 1/27/2017 | Esc Automation Inc. | 9754 | \$ 111.61 | 7565 |
| 1/27/2017 | Graydon Security Systems | 9755 | \$ 314.50 | 7565 |
| 1/27/2017 | Haida Gwaii Consumers Co-operative | 9756 | \$ 1,114.48 | 7565 |
| 1/27/2017 | Haida Gwaii Recreation Commission | 9757 | \$ 1,200.00 | 7565 |
| 1/27/2017 | Harris & Company | 9758 | \$ 571.20 | 7565 |
| 1/27/2017 | North Arm Transportation LTD. | 9759 | \$ 3,134.78 | 7565 |
| 1/27/2017 | North Coast Supply Co. LTD. | 9760 | \$ 52.65 | 7565 |
| 1/27/2017 | School District No. 23 (Okanagan) | 9761 | \$ 57.54 | 7565 |
| 1/27/2017 | Telus | 9762 | \$ 888.84 | 7565 |
| 1/27/2017 | Telus Communications (Bc) Inc. | 9763 | \$ 1,816.96 | 7565 |
| 1/27/2017 | Tawni-Marie Davidson | 9764 | \$ 195.50 | 7565 |
| 1/27/2017 | Verena Gibbs | 9765 | \$ 819.54 | 7565 |
| 1/27/2017 | GidGalang Kuuyas Naay PIT | 9766 | \$ 50.00 | 7565 |
| 1/27/2017 | Peter Reynolds | 9767 | \$ 120.00 | 7565 |
| 1/27/2017 | Shelley Sansome | 9768 | \$ 38.00 | 7565 |
| 1/31/2017 | Judy Hadcock | 9698 | \$ 3,675.00 | 7558 |
| 1/31/2017 | Ryan Brown | 9714 | \$ 2,371.03 | 7558 |
| 1/31/2017 | BC Principals & Vice Principals' Association | 9769 | \$ 691.25 | 7569 |
| 1/31/2017 | BC Teachers' Federation | 9770 | \$ 6,626.37 | 7569 |
| 1/31/2017 | BC Teachers' Federation | 9771 | \$ 6,252.21 | 7569 |
| 1/31/2017 | Harmonie Blais | 9772 | \$ 4,020.10 | 7569 |
| 1/31/2017 | CUPE - Local 2020 | 9773 | \$ 2,804.17 | 7569 |
| 1/31/2017 | Haida Gwaii Teachers' Association | 9774 | \$ 2,481.23 | 7569 |
| 1/31/2017 | Haida Gwaii PVP Association | 9775 | \$ 237.10 | 7569 |
| 1/31/2017 | Morneau Shepell Ltd. | 9776 | \$ 1,011.23 | 7569 |
| 1/31/2017 | Administrative Officers Pro D | 9777 | \$ 1,400.00 | 7569 |
| 1/31/2017 | Joint Professional Development | 9778 | \$ 2,955.67 | 7569 |
| TOTALS | | | \$ 284,594.61 | |

SCHOOL DISTRICT NO. 50
QUICK PAY REGISTER AS OF JANUARY 31, 2017

| CHEQUE NUMBER | DATE | SUPPLIER | AMOUNT |
|------------------|------------|-----------------------------|----------------------|
| 215860 | 12/30/2016 | Teachers' Pension Plan | \$ 2,228.17 |
| 215861 | 12/30/2016 | Municipal Pension Plan | \$ 14,172.98 |
| 631192 | 1/9/2017 | Canada Customs And Revenue | \$ 19,946.26 |
| 6117622017 6117 | 1/9/2017 | Canada Customs And Revenue | \$ 9,556.63 |
| 217495 | 1/13/2017 | Municipal Pension Plan | \$ 9,056.68 |
| 217494 | 1/13/2017 | Teachers' Pension Plan | \$ 883.46 |
| 631650 | 1/13/2017 | Canada Customs And Revenue | \$ 3,892.22 |
| 601399 | 1/13/2017 | Canada Customs And Revenue | \$ 5,419.76 |
| 603568 | 1/13/2017 | Canada Customs And Revenue | \$ 384.48 |
| 611728 | 1/13/2017 | Canada Customs And Revenue | \$ 3,605.56 |
| 621929 | 1/16/2017 | MINISTER OF FINANCE | \$ 5,850.00 |
| 621289 | 1/16/2017 | MINISTER OF FINANCE | \$ 4,275.00 |
| 621502 | 1/17/2017 | Workers' Compensation Board | \$ 10,157.71 |
| 621509 | 1/18/2017 | Pacific Blue Cross | \$ 10,101.36 |
| 621062 | 1/18/2017 | Pacific Blue Cross | \$ 3,252.26 |
| 627637 | 1/24/2017 | Canada Customs And Revenue | \$ 41,070.00 |
| 627267 | 1/24/2017 | Canada Customs And Revenue | \$ 3,800.00 |
| 218563 | 1/27/2017 | Municipal Pension Plan | \$ 11,250.14 |
| 218562 | 1/27/2017 | Teachers' Pension Plan | \$ 378.13 |
| 627362 | 1/31/2017 | Canada Customs And Revenue | \$ 15,308.90 |
| 601449 | 1/31/2017 | Yvette Marie Emerson | \$ 482.00 |
| TOTALS | | | \$ 175,071.70 |

MEMORANDUM

**SCHOOL
DISTRICT NO. 50
Haida Gwaii**

TO Shelley Sansome
Secretary-Treasurer

FROM Moira Dubasov
Assistant Secretary-Treasurer

SUBJECT: Teachers Payroll for..... January

DATE 15-Feb-17

| Period Ending | Pay Period | Payroll Group | Net Amount |
|----------------------|------------|---------------|---------------------|
| 13-Jan | PP#1-1Adv | Teachers | \$ 85,175.00 |
| 13-Jan | PP#1-1Adv | AO/Exempt | \$ 27,000.00 |
| 31-Jan | PP#1-1 | Teachers | \$ 106,417.52 |
| 31-Jan | PP#1-1 | AO/Exempt | \$ 33,437.59 |
| Total Net Pay | | | \$252,030.11 |

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

TO Shelley Sansome
Secretary-Treasurer

FROM Moira Dubasov
Assistant Secretary-Treasurer

SUBJECT: Non-Teachers Payroll for... January

DATE 15-Feb-17

| Period Ending | Pay Period | Payroll Group | Net Amount |
|----------------------|------------|---------------|----------------------|
| 7-Jan | PP #2-1 | CUPE | \$ 39,717.30 |
| 7-Jan | PP #2-1 | Casuals | \$ 10,263.40 |
| 7-Jan | PP #2-1 | TOC's | \$ 2,801.55 |
| 21-Jan | PP #2-2 | CUPE | \$ 53,214.38 |
| 21-Jan | PP #2-2 | Casuals | \$ 12,016.66 |
| 21-Jan | PP #2-2 | TOC's | \$ 11,642.87 |
| Total Net Pay | | | \$ 129,656.16 |

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FEB 14 2017

NORTHERN SAVINGS CREDIT UNION

Summary for Account: [REDACTED]

| | | | |
|-------------------|-----------|-----------------------|-------------------|
| Previous Balance | 13,794.46 | Statement Date: | January 31, 2017 |
| Total Credits - | 13,951.96 | Payment Due Date: | February 21, 2017 |
| Total Debits + | 8,112.25 | | |
| Interest + | 0.00 | Account Credit Limit: | 40,000.00 |
| New Balance | 7,954.75 | Available Credit: | 31,853.00 |
| Min. Payment Due: | 239.00 | Interest Rates | |
| | | Purchases: | 19.49% |
| | | Cash Advances: | 19.49% |

| Slip Date | Post Date | Description | Amount |
|-----------|-----------|---------------------|-------------|
| JAN 18 | JAN 18 | PAYMENT - THANK YOU | 13,794.46CR |

| Slip Date | Post Date | Description | Amount |
|-----------|-----------|-------------------------------------|----------|
| JAN 06 | JAN 06 | BIC*BC ASSOCIATION OF VICTORIA BC | 1,050.00 |
| JAN 16 | JAN 16 | 801-413-7200 TORONTO ON CREDIT | 157.50CR |
| JAN 26 | JAN 26 | BEL-AIR TAXI 105 COQUITLAM BC | 40.25 |
| JAN 26 | JAN 26 | AIR CAN 0142171391345 WINNIPEG MB | 26.25 |
| | | SANSOME/SHELLEY MS | |
| | | YPR YVR | |
| JAN 27 | JAN 27 | AIR CAN 0142171391597 WINNIPEG MB | 26.25 |
| | | SANSOME/SHELLEY MS | |
| | | YVR YZP | |
| JAN 28 | JAN 28 | BLACKTOP & CHECKER CAB VANCOUVER BC | 39.30 |
| JAN 28 | JAN 28 | SQ *EAGLE TRANSIT LTD SKIDEGATE BC | 30.00 |

| Name | Account Number | Transactions Total |
|-------------------|----------------|--------------------|
| SHELLEY S SANSOME | [REDACTED] | \$1,054.55 |

| Slip Date | Post Date | Description | Amount |
|-----------|-----------|--------------------------------|--------|
| JAN 15 | JAN 15 | LYNDA.COM, INC. 888-3359632 CA | 485.47 |

8014 0001 3UD 1 7 31 170131

Page 1 of 2

1324 5940 GHM1 01AW8014 25916

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

| | |
|----------------------|-------------------|
| Account: | [REDACTED] |
| Payment Due Date: | February 21, 2017 |
| Amount Past Due: | 0.00 |
| New Balance: | 7,954.75 |
| Minimum Payment Due: | 239.00 |
| Amount Paid: | \$ |

PFDCU3UD 025916

CONTROL SCHOOL DIST 50
SCHOOL DISTRICT NO.50
PO BOX 69
QUEEN CHARLOTTE BC V0T 1S0

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

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000321⑆ 96

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| Slip Date | Post Date | Description | Amount |
|-----------|-----------|---|--------|
| JAN 18 | JAN 18 | US DOLLAR 359.88 X 1.34897743 INDIGO ONLINE BRAMPTON ON | 46.98 |

| Name | Account Number | Transactions Total |
|-------------------|----------------|--------------------|
| DAWNA JOHNSON-DAY | [REDACTED] | \$532.45 |

| Slip Date | Post Date | Description | Amount |
|-----------|-----------|--|--------|
| JAN 03 | JAN 03 | VISTAPR*VISTAPRINT.CA 866-8114994 ON | 253.04 |
| JAN 04 | JAN 04 | IFIXIT.COM 8054640573 CA | 221.98 |
| | | US DOLLAR 161.68 X 1.37295893 | |
| JAN 04 | JAN 04 | VISTAPR*VISTAPRINT.CA 866-8114994 ON | 68.87 |
| JAN 04 | JAN 04 | CRIMINAL REC CHECK VICTORIA BC | 28.00 |
| JAN 06 | JAN 06 | COSTCO.CA *ONLINE 800-955-2292 BC | 87.98 |
| JAN 09 | JAN 09 | COSTCO.CA *ONLINE 800-955-2292 BC | 255.23 |
| JAN 10 | JAN 10 | PAN PACIFIC WHISTLER BC | 251.85 |
| JAN 10 | JAN 10 | PAN PACIFIC WHISTLER BC | 251.85 |
| JAN 10 | JAN 10 | PAN PACIFIC WHISTLER BC | 251.85 |
| JAN 10 | JAN 10 | AIR CAN 0142171993964 WINNIPEG MB | 580.91 |
| | | JUNG/TRICIA MS YZP YVR YVR YZP | |
| JAN 10 | JAN 10 | AIR CAN 0142171995834 WINNIPEG MB | 850.76 |
| | | LAVOIE/LEONA MS YZP YVR YVR YBL YBL YVR YVR YZ | |
| JAN 10 | JAN 10 | COSTCO.CA *ONLINE 800-955-2292 BC | 100.77 |
| JAN 11 | JAN 11 | PRECOR 800-786-8404 WA | 74.11 |
| | | US DOLLAR 54.51 X 1.35956705 | |
| JAN 11 | JAN 11 | PRECOR 800-786-8404 WA | 37.73 |
| | | US DOLLAR 27.75 X 1.35963963 | |
| JAN 11 | JAN 11 | CRIMINAL REC CHECK VICTORIA BC | 28.00 |
| JAN 17 | JAN 17 | LOREX CANADA INC. MARKHAM ON | 606.00 |
| JAN 18 | JAN 18 | BCF - ONLINE COAST CAR VICTORIA BC | 300.00 |
| JAN 23 | JAN 23 | NCIX RICHMOND BC | 216.58 |
| JAN 25 | JAN 25 | THE SOURCE 50150 BARRIE ON | 95.18 |
| JAN 25 | JAN 25 | CRIMINAL REC CHECK VICTORIA BC | 28.00 |
| JAN 30 | JAN 30 | IFIXIT.COM 8054640573 CA | 77.51 |
| | | US DOLLAR 57.45 X 1.34917319 | |
| JAN 30 | JAN 30 | U OF T PRESS DISTRIBUT TORONTO ON | 977.44 |
| JAN 30 | JAN 30 | MACSALES.COM 08002754576 IL | 63.38 |
| | | US DOLLAR 46.97 X 1.34937193 | |
| JAN 31 | JAN 31 | APPLE ONLINE STORE 800-676-2775 ON | 68.25 |
| JAN 31 | JAN 31 | APPLE ONLINE STORE 800-676-2775 ON | 592.48 |

| Name | Account Number | Transactions Total |
|---------------|----------------|--------------------|
| MARISSA JONES | [REDACTED] | \$6,367.75 |



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

BUDGET PROCESS FOR 2017/2018

District Funding Announcement

Friday, March 10 2017/2018 Preliminary Operating Grant Announcement

Community Consultations

| | | | |
|---------------------|-------------|----------|--|
| Monday, March 6 | All welcome | 6:00 PM | Gudangaay Tiats'gaa Naay Secondary, Masset |
| Wednesday, March 8 | All welcome | 12:00 PM | Agnes L. Mathers, Sandspit |
| Tuesday, March 21 | All welcome | 6:00 PM | Port Clements Elementary, PC |
| Wednesday, March 22 | All welcome | 6:00 PM | Gidgalang Kuuyas Naay Secondary, QC |
| Thursday, March 23 | All welcome | 6:00 PM | Sk'aadgaa Naay Elementary, Skidegate |

Budget Presentations

| | | | |
|---------------------|-------------|---------|----------------------------------|
| Monday, April 10 | All welcome | 7:00 pm | Gidgalang Kuuyas Naay, QC |
| Wednesday, April 12 | All welcome | 7:00 pm | Gudangaay Tiats'gaa Naay, Masset |

Ratify Budget

Tuesday, May 23 Board Meeting 7:00 PM PCES, Port Clements

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

ACTION SHEET

TO: Board of Education

DATE: February 28, 2017

SUBJECT: Amended Budget Bylaw 2016/2017

FROM: Shelley Sansome, Secretary Treasurer

FIRST READING - RECOMMENDATION

That the Board of Education of School District No. 50 (Haida Gwaii) adopts that School District Amended Annual Budget Bylaw 2016/2017 be given first reading.

SECOND READING - RECOMMENDATION

That the Board of Education of School District No. 50 (Haida Gwaii) adopts that School District Amended Annual Budget Bylaw 2016/2017 be given second reading.

UNANIMOUS CONSENT – RECOMMENDATION

Unanimous consent of the Board must be given to authorize the Secretary Treasurer to read the Amended Annual Budget Bylaw 2016/2017 a third time at the same Board meeting.

THIRD READING - RECOMMENDATION

That the Board of Education of School District No. 50 (Haida Gwaii) adopt that Amended Annual Budget Bylaw 2016/2017 be given third and final reading.

Amended Annual Budget

School District No. 50 (Haida Gwaii)

June 30, 2017

School District No. 50 (Haida Gwaii)

June 30, 2017

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

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 50 (HAIDA GWAI) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2016/2017 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 50 (Haida Gwaii) Amended Annual Budget Bylaw for fiscal year 2016/2017.
3. The attached Statement 2 showing the estimated revenue and expense for the 2016/2017 fiscal year and the total budget bylaw amount of \$11,779,823 for the 2016/2017 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2016/2017.

READ A FIRST TIME THE 28th DAY OF FEBRUARY, 2017;

READ A SECOND TIME THE 28th DAY OF FEBRUARY, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE 28th DAY OF FEBRUARY, 2017;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 50 (Haida Gwaii) Amended Annual Budget Bylaw 2016/2017, adopted by the Board the _____ DAY OF _____, 2017.

Secretary Treasurer

School District No. 50 (Haida Gwaii)

Statement 2

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

| | 2017 Amended Annual Budget | 2017 Annual Budget |
|---|-------------------------------|-----------------------|
| Ministry Operating Grant Funded FTE's | | |
| School-Age | 517,375 | 529,000 |
| Adult | 5,750 | 3,125 |
| Total Ministry Operating Grant Funded FTE's | <u>523,125</u> | <u>532,125</u> |
| Revenues | \$ | \$ |
| Provincial Grants | | |
| Ministry of Education | 6,562,693 | 6,358,140 |
| Other Revenue | 4,390,280 | 4,430,490 |
| Rentals and Leases | 45,316 | 57,176 |
| Investment Income | 14,734 | 14,734 |
| Amortization of Deferred Capital Revenue | 900,293 | 901,602 |
| Total Revenue | <u>11,913,316</u> | <u>11,762,142</u> |
| Expenses | | |
| Instruction | 7,807,538 | 7,643,849 |
| District Administration | 804,539 | 805,898 |
| Operations and Maintenance | 2,540,936 | 2,408,920 |
| Transportation and Housing | 626,810 | 627,516 |
| Total Expense | <u>11,779,823</u> | <u>11,486,183</u> |
| Budgeted Surplus (Deficit), for the year | <u>133,493</u> | <u>275,959</u> |
| Budgeted Surplus (Deficit), for the year comprised of: | | |
| Operating Fund Surplus (Deficit) | | 50,678 |
| Special Purpose Fund Surplus (Deficit) | | |
| Capital Fund Surplus (Deficit) | 133,493 | 225,281 |
| Budgeted Surplus (Deficit), for the year | <u>133,493</u> | <u>275,959</u> |

School District No. 50 (Haida Gwaii)

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

| | 2017 Amended Annual Budget | 2017 Annual Budget |
|---------------------------------------|-------------------------------|-----------------------|
| Budget Bylaw Amount | | |
| Operating - Total Expense | 10,091,906 | 9,880,661 |
| Special Purpose Funds - Total Expense | 911,018 | 911,892 |
| Capital Fund - Total Expense | 776,899 | 693,630 |
| Total Budget Bylaw Amount | 11,779,823 | 11,486,183 |

Approved by the Board

Signature of the Chairperson of the Board of Education Date Signed

Signature of the Superintendent Date Signed

Signature of the Secretary Treasurer Date Signed

School District No. 50 (Haida Gwaii)

Statement 4

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

| | 2017 Amended Annual Budget \$ | 2017 Annual Budget \$ |
|---|-------------------------------------|-----------------------------|
| Surplus (Deficit) for the year | <u>133,493</u> | <u>275,959</u> |
| Effect of change in Tangible Capital Assets | | |
| Amortization of Tangible Capital Assets | <u>746,899</u> | <u>693,630</u> |
| Total Effect of change in Tangible Capital Assets | <u>746,899</u> | <u>693,630</u> |
| | <u>-</u> | <u>-</u> |
| (Increase) Decrease in Net Financial Assets (Debt) | <u>880,392</u> | <u>969,589</u> |

School District No. 50 (Haida Gwaii)

Schedule 1

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

| | Operating Fund | Special Purpose Fund | Capital Fund | 2017 Amended Annual Budget |
|--|---------------------------|---------------------------------|-------------------------|---------------------------------------|
| | \$ | \$ | \$ | \$ |
| Accumulated Surplus (Deficit), beginning of year | 1,711 | | 6,983,644 | 6,985,355 |
| Changes for the year | | | | |
| Net Revenue (Expense) for the year | | | 133,493 | 133,493 |
| Net Changes for the year | - | - | 133,493 | 133,493 |
| Budgeted Accumulated Surplus (Deficit), end of year | 1,711 | - | 7,117,137 | 7,118,848 |

School District No. 50 (Haida Gwaii)
 Amended Annual Budget - Operating Revenue and Expense
 Year Ended June 30, 2017

Schedule 2

| | 2017 Amended Annual Budget | 2017 Annual Budget |
|---|-------------------------------|-----------------------|
| | \$ | \$ |
| Revenues | | |
| Provincial Grants | | |
| Ministry of Education | 5,951,675 | 5,779,248 |
| Other Revenue | 4,080,181 | 4,080,181 |
| Rentals and Leases | 45,316 | 57,176 |
| Investment Income | 14,734 | 14,734 |
| Total Revenue | 10,091,906 | 9,931,339 |
| Expenses | | |
| Instruction | 7,016,307 | 6,851,744 |
| District Administration | 684,752 | 686,111 |
| Operations and Maintenance | 1,764,037 | 1,715,290 |
| Transportation and Housing | 626,810 | 627,516 |
| Total Expense | 10,091,906 | 9,880,661 |
| Budgeted Surplus (Deficit), for the year | - | 50,678 |

School District No. 50 (Haida Gwaii)

Schedule 2A

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

| | 2017 Amended Annual Budget | 2017 Annual Budget |
|--|-------------------------------|-----------------------|
| | \$ | \$ |
| Provincial Grants - Ministry of Education | | |
| Operating Grant, Ministry of Education | 9,712,608 | 9,863,599 |
| INAC/LEA Recovery | (4,130,010) | (4,130,010) |
| Other Ministry of Education Grants | | |
| Pay Equity | 139,874 | 139,874 |
| Funding for Graduated Adults | 856 | |
| Transportation Supplemental | 149,851 | |
| Return of Administrative Savings | 50,678 | |
| Holdback Distribution | 14,909 | 14,909 |
| Additional Supplement Distribution | 12,909 | 12,909 |
| Enrolment and Special Education Audit | | (122,033) |
| Total Provincial Grants - Ministry of Education | 5,951,675 | 5,779,248 |
| Other Revenues | | |
| LEA/Direct Funding from First Nations | 4,028,181 | 4,028,181 |
| Miscellaneous | | |
| Miscellaneous | 52,000 | 52,000 |
| Total Other Revenue | 4,080,181 | 4,080,181 |
| Rentals and Leases | 45,316 | 57,176 |
| Investment Income | 14,734 | 14,734 |
| Total Operating Revenue | 10,091,906 | 9,931,339 |

School District No. 50 (Haida Gwaii)

Schedule 2B

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

| | 2017 Amended Annual Budget | 2017 Annual Budget |
|-------------------------------------|-------------------------------|-----------------------|
| | \$ | \$ |
| Salaries | | |
| Teachers | 3,155,638 | 3,076,777 |
| Principals and Vice Principals | 780,990 | 795,577 |
| Educational Assistants | 510,227 | 478,920 |
| Support Staff | 1,073,176 | 1,122,983 |
| Other Professionals | 402,405 | 408,314 |
| Substitutes | 341,651 | 251,018 |
| Total Salaries | 6,264,087 | 6,133,589 |
| Employee Benefits | 1,476,620 | 1,518,469 |
| Total Salaries and Benefits | 7,740,707 | 7,652,058 |
| Services and Supplies | | |
| Services | 499,159 | 484,908 |
| Student Transportation | 571,138 | 571,138 |
| Professional Development and Travel | 226,084 | 220,458 |
| Rentals and Leases | 23,575 | 23,588 |
| Dues and Fees | 13,657 | 12,895 |
| Insurance | 23,712 | 23,578 |
| Supplies | 439,249 | 362,442 |
| Utilities | 554,625 | 529,596 |
| Total Services and Supplies | 2,351,199 | 2,228,603 |
| Total Operating Expense | 10,091,906 | 9,880,661 |

School District No. 50 (Haida Gwaii)

Schedule 2C

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

| | Teachers Salaries | Principals and Vice Principals Salaries | Educational Assistants Salaries | Support Staff Salaries | Other Professionals Salaries | Substitutes Salaries | Total Salaries |
|--|-------------------|---|---------------------------------|------------------------|------------------------------|----------------------|------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| 1 Instruction | | | | | | | |
| 1.02 Regular Instruction | 2,625,424 | 171,437 | 159,989 | | | 177,509 | 3,134,359 |
| 1.03 Career Programs | 58,054 | | | | | | 58,054 |
| 1.07 Library Services | 13,089 | 9,167 | | 36,074 | | 470 | 58,800 |
| 1.08 Counselling | 72,285 | | | | | | 72,285 |
| 1.10 Special Education | 238,708 | 23,866 | 350,238 | | | 57,404 | 670,216 |
| 1.30 English Language Learning | 43,062 | | | 121,523 | | 10,696 | 43,062 |
| 1.31 Aboriginal Education | 105,016 | 576,520 | | 233,546 | | 15,412 | 237,235 |
| 1.41 School Administration | | 780,990 | 510,227 | 391,143 | | 261,491 | 825,478 |
| Total Function 1 | 3,155,638 | 780,990 | 510,227 | 391,143 | - | 261,491 | 5,099,489 |
| 4 District Administration | | | | | | | |
| 4.11 Educational Administration | | | | | 134,976 | | 134,976 |
| 4.40 School District Governance | | | | 53,835 | | | 53,835 |
| 4.41 Business Administration | | | | 45,848 | 193,647 | | 239,495 |
| Total Function 4 | - | - | - | 99,683 | 328,623 | - | 428,306 |
| 5 Operations and Maintenance | | | | | | | |
| 5.41 Operations and Maintenance Administration | | | | 7,633 | 73,782 | | 81,415 |
| 5.50 Maintenance Operations | | | | 543,589 | | 71,789 | 615,378 |
| 5.52 Maintenance of Grounds | | | | 7,304 | | 3,293 | 10,597 |
| 5.56 Utilities | | | | | | | |
| Total Function 5 | - | - | - | 558,526 | 73,782 | 75,082 | 707,390 |
| 7 Transportation and Housing | | | | | | | |
| 7.41 Transportation and Housing Administration | | | | 12,304 | | | 12,304 |
| 7.70 Student Transportation | | | | | | 4,300 | 4,300 |
| 7.73 Housing | | | | 11,520 | | 778 | 12,298 |
| Total Function 7 | - | - | - | 23,824 | - | 5,078 | 28,902 |
| 9 Debt Services | | | | | | | |
| Total Function 9 | - | - | - | - | - | - | - |
| Total Functions 1 - 9 | 3,155,638 | 780,990 | 510,227 | 1,073,176 | 402,405 | 341,651 | 6,264,087 |

School District No. 50 (Haida Gwaii)

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

| | Total Salaries | Employee Benefits | Total Salaries and Benefits | Services and Supplies | 2017 Amended Annual Budget | 2017 Annual Budget |
|--|------------------|-------------------|-----------------------------|-----------------------|----------------------------|--------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| 1 Instruction | | | | | | |
| 1.02 Regular Instruction | 3,134,359 | 780,513 | 3,914,872 | 403,308 | 4,318,180 | 4,128,697 |
| 1.03 Career Programs | 58,054 | 13,548 | 71,602 | | 71,602 | 43,428 |
| 1.07 Library Services | 58,800 | 13,273 | 72,073 | 18,451 | 90,524 | 91,627 |
| 1.08 Counselling | 72,285 | 16,443 | 88,728 | 4,257 | 92,985 | 32,280 |
| 1.10 Special Education | 670,216 | 155,293 | 825,509 | 121,590 | 947,099 | 861,599 |
| 1.30 English Language Learning | 43,062 | 9,742 | 52,804 | | 52,804 | 53,031 |
| 1.31 Aboriginal Education | 237,235 | 55,914 | 293,149 | 73,716 | 366,865 | 420,640 |
| 1.41 School Administration | 825,478 | 183,066 | 1,008,544 | 67,704 | 1,076,248 | 1,220,442 |
| Total Function 1 | 5,099,489 | 1,227,792 | 6,327,281 | 689,026 | 7,016,307 | 6,851,744 |
| 4 District Administration | | | | | | |
| 4.11 Educational Administration | 134,976 | 31,919 | 166,895 | 34,773 | 201,668 | 213,095 |
| 4.40 School District Governance | 53,835 | 1,104 | 54,939 | 53,100 | 108,039 | 91,866 |
| 4.41 Business Administration | 239,495 | 55,783 | 295,278 | 79,767 | 375,045 | 381,150 |
| Total Function 4 | 428,306 | 88,806 | 517,112 | 167,640 | 684,752 | 686,111 |
| 5 Operations and Maintenance | | | | | | |
| 5.41 Operations and Maintenance Administration | 81,415 | 21,263 | 102,678 | 30,888 | 133,566 | 141,373 |
| 5.50 Maintenance Operations | 615,378 | 129,703 | 745,081 | 293,886 | 1,038,967 | 994,724 |
| 5.52 Maintenance of Grounds | 10,597 | 2,047 | 12,644 | 15,938 | 28,582 | 41,286 |
| 5.56 Utilities | - | - | - | 562,922 | 562,922 | 537,907 |
| Total Function 5 | 707,390 | 153,013 | 860,403 | 903,634 | 1,764,037 | 1,715,290 |
| 7 Transportation and Housing | | | | | | |
| 7.41 Transportation and Housing Administration | 12,304 | 3,014 | 15,318 | | 15,318 | 16,510 |
| 7.70 Student Transportation | 4,300 | 1,155 | 5,455 | 570,538 | 575,993 | 575,913 |
| 7.73 Housing | 12,298 | 2,840 | 15,138 | 20,361 | 35,499 | 35,093 |
| Total Function 7 | 28,902 | 7,009 | 35,911 | 590,899 | 626,810 | 627,516 |
| 9 Debt Services | | | | | | |
| Total Function 9 | - | - | - | - | - | - |
| Total Functions 1 - 9 | 6,264,087 | 1,476,620 | 7,740,707 | 2,351,199 | 10,091,906 | 9,880,661 |

School District No. 50 (Haida Gwaii)

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

Schedule 3

| | <u>2017 Amended Annual Budget</u> | <u>2017 Annual Budget</u> |
|---|---------------------------------------|-------------------------------|
| | \$ | \$ |
| Revenues | | |
| Provincial Grants | | |
| Ministry of Education | 611,018 | 578,892 |
| Other Revenue | 300,000 | 333,000 |
| Total Revenue | <u>911,018</u> | <u>911,892</u> |
| Expenses | | |
| Instruction | 791,231 | 792,105 |
| District Administration | 119,787 | 119,787 |
| Total Expense | <u>911,018</u> | <u>911,892</u> |
| Budgeted Surplus (Deficit), for the year | <u>-</u> | <u>-</u> |

School District No. 50 (Haida Gwaii)
 Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2017

| | Annual Facility Grant | Learning Improvement Fund | Special Education Equipment | Service Delivery Transformation | School Generated Funds | Strong Start | Ready, Set, Learn | OLEP | CommunityLINK |
|---|-----------------------|---------------------------|-----------------------------|---------------------------------|------------------------|--------------|-------------------|--------|---------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Deferred Revenue, beginning of year | | | 5,197 | 25,000 | 276,480 | | | | |
| Add: Restricted Grants | | | | | | | | | |
| Provincial Grants - Ministry of Education | 119,787 | 202,711 | 211 | | 300,000 | 96,000 | 9,800 | 43,912 | 106,471 |
| Other | 119,787 | 202,711 | 211 | | 300,000 | 96,000 | 9,800 | 43,912 | 106,471 |
| Less: Allocated to Revenue | 119,787 | 202,711 | 211 | | 300,000 | 96,000 | 9,800 | 43,912 | 106,471 |
| Deferred Revenue, end of year | - | - | 5,197 | 25,000 | 276,480 | - | - | - | - |
| Revenues | 119,787 | 202,711 | 211 | | 300,000 | 96,000 | 9,800 | 43,912 | 106,471 |
| Provincial Grants - Ministry of Education | | | 211 | | 300,000 | | | | |
| Other Revenue | 119,787 | 202,711 | 211 | | 300,000 | 96,000 | 9,800 | 43,912 | 106,471 |
| Expenses | | | | | | | | | |
| Salaries | | | | | | | | | |
| Teachers | | 129,734 | | | | | | | |
| Educational Assistants | | 32,434 | | | | | | | |
| Support Staff | | 162,168 | | | | 68,633 | | | 55,516 |
| Employee Benefits | | | | | | 68,633 | | 33,086 | 55,516 |
| Services and Supplies | 119,787 | 40,543 | 211 | | 300,000 | 15,692 | 2,883 | 7,943 | 15,255 |
| | 119,787 | 202,711 | 211 | | 300,000 | 96,000 | 9,800 | 43,912 | 106,471 |
| Net Revenue (Expense) | - | - | - | - | - | - | - | - | - |

School District No. 50 (Haida Gwaii)
 Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2017

| | Coding and Curriculum Implementation | Second Count | TOTAL |
|---|--------------------------------------|--------------|---------|
| | \$ | \$ | \$ |
| Deferred Revenue, beginning of year | | 195,972 | 502,649 |
| Add: Restricted Grants | | | |
| Provincial Grants - Ministry of Education | 32,126 | | 611,018 |
| Other | 32,126 | | 300,000 |
| | | | 911,018 |
| Less: Allocated to Revenue | | | |
| Deferred Revenue, end of year | 32,126 | | 911,018 |
| | | 195,972 | 502,649 |
| Revenues | | | |
| Provincial Grants - Ministry of Education | 32,126 | | 611,018 |
| Other Revenue | | | 300,000 |
| | 32,126 | | 911,018 |
| Expenses | | | |
| Salaries | | | |
| Teachers | | | 146,483 |
| Educational Assistants | | | 104,287 |
| Support Staff | | | 68,633 |
| | | | 319,403 |
| Employee Benefits | | | 74,373 |
| Services and Supplies | 32,126 | | 517,242 |
| | 32,126 | | 911,018 |
| Net Revenue (Expense) | | | |
| | | | - |

School District No. 50 (Haida Gwaii)

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

Schedule 4

| | 2017 Amended Annual Budget | | | 2017 Annual Budget |
|---|--|------------------|-----------------|-----------------------|
| | Invested in Tangible Capital Assets | Local Capital | Fund Balance | |
| | \$ | \$ | \$ | \$ |
| Revenues | | | | |
| Other Revenue | | 10,099 | 10,099 | 17,309 |
| Amortization of Deferred Capital Revenue | 900,293 | | 900,293 | 901,602 |
| Total Revenue | 900,293 | 10,099 | 910,392 | 918,911 |
| Expenses | | | | |
| Operations and Maintenance | | 30,000 | 30,000 | |
| Amortization of Tangible Capital Assets | | | | |
| Operations and Maintenance | 746,899 | | 746,899 | 693,630 |
| Total Expense | 746,899 | 30,000 | 776,899 | 693,630 |
| Net Revenue (Expense) | 153,394 | (19,901) | 133,493 | 225,281 |
| Net Transfers (to) from other funds | | | | |
| Total Net Transfers | - | - | - | - |
| Other Adjustments to Fund Balances | | | | |
| Total Other Adjustments to Fund Balances | - | - | - | - |
| Budgeted Surplus (Deficit), for the year | 153,394 | (19,901) | 133,493 | 225,281 |

**SD 50 Haida Gwaii
2017-18 School Year Calendar Proposal**

SD 50 kindly requests your input on the development and implementation of the school calendar for the 2017-18 academic year.

Beginning Wednesday, March 1, the board will post a survey on its website and will provide hard copies of the survey at schools for you to complete and provide feedback to the 3 models presented in this calendar package. We respectfully ask that you complete the survey either on-line or by hard copy and submit your survey to the school or district office no later than 4 pm on Friday, March 24. The Board approved calendar must be sent to the Ministry by March 31, 2017.

This year, 3 calendar options have been prepared for public input. These options have been prepared based on informal consultation and conversations to date. We are now seeking your input on your preferred calendar.

Option A

This option provides for a unique calendar model. This model is currently used in other school districts where communities are very remote. Option A includes what the district refers to as "Not-In-Session Days". These are days where students and staff are not in school. I've provided a brief overview of the benefits of this calendar for your consideration:

- It is evident that attendance in the schools on Fridays is poor in comparison to other days of the week.
- In part, this is due to the remote nature of Haida Gwaii and the fact that many families have to travel off-island using the Thursday evening ferry.
- By including pre-scheduled Friday vacation days (December 22, February 2, March 2, March 16, June 1, and June 15) families can be assured that weekend off-island travel ensures that students miss less instructional time.
- School districts have benefitted from this model by offering community activities in the schools on these Fridays where such activities may have only been available weekends and evenings. In other cases, a school district may, in consultation with staff, use these Fridays for multi-school events.
- SD 50 would look for options to enhance community use of schools under this calendar
- Days where students and staff are in school are longer than days in the traditional calendar and SD 50 recognizes the need to ensure that transportation aligns with the needs of families and students to eliminate current long bus rides for students in remote and rural areas.

Option B:

This option follows the standard calendar model that SD 50 has implemented over the past several years. The spring break is one-week in length.

Option C:

This option follows the standard calendar model that SD 50 has implemented with an adjustment to the spring break. As Easter falls closely to the spring break the third week of March (as per collective agreements with our unions), the break is extended into the final week of March.

SD 50 thanks you in advance for your input into the calendar. The selected model will be presented to the board for approval on March 28, 2017.

Respectfully,

A handwritten signature in black ink that reads "Dawna Johnson-Day". The signature is written in a cursive style with a horizontal line underneath the name.

Dawna Johnson-Day
Superintendent of Schools

| JULY | | | | |
|------|----|----|----|----|
| S | M | T | W | F |
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |
| 31 | | | | |

| AUGUST | | | | |
|--------|----|----|----|----|
| S | M | T | W | F |
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |
| 31 | | | | |

SEPTEMBER

| S | M | T | W | F |
|----|----|----|----|----|
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |

| OCTOBER | | | | |
|---------|----|----|----|----|
| S | M | T | W | F |
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |
| 31 | | | | |

NOVEMBER

| S | M | T | W | F |
|----|----|----|----|----|
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |

| DECEMBER | | | | |
|----------|----|----|----|----|
| S | M | T | W | F |
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |
| 31 | | | | |

JANUARY

| S | M | T | W | F |
|----|----|----|----|----|
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |
| 31 | | | | |

| FEBRUARY | | | | |
|----------|----|----|----|----|
| S | M | T | W | F |
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |
| 31 | | | | |

MARCH

| S | M | T | W | F |
|----|----|----|----|----|
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |
| 31 | | | | |

| APRIL | | | | |
|-------|----|----|----|----|
| S | M | T | W | F |
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |

MAY

| S | M | T | W | F |
|----|----|----|----|----|
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |
| 31 | | | | |

| JUNE | | | | |
|------|----|----|----|----|
| S | M | T | W | F |
| | | | | 5 |
| 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |

Total Instructional Hours:

| | |
|----------|-----|
| K | 848 |
| Gr. 1-7 | 873 |
| Gr. 8-12 | 952 |

September 5 - June 29:

| | |
|--------------------|-----|
| Instructional Days | 170 |
| Pro-D Days | 7 |
| Statutory Holidays | 8 |
| Holidays | 19 |

Instructional Hours per Instructional Day:

| | |
|----------|--------------------|
| K | 4 hours 45 minutes |
| Gr. 1-7 | 4 hours 53 minutes |
| Gr. 8-12 | 4 hours 20 minutes |

NOTES:

- Not In-Session
- Statutory Holiday
- Instructional Day
- Pro-D Day
- Administrative Day

| 2017 | 2018 |
|--|--|
| Monday, September 4 - Labour Day | Monday, January 8 - Christ the Redeemer |
| Tuesday, September 5 - First Day of classes | Friday, January 19 - Pro-D |
| Friday, September 22 - Pro-D (CI) | Monday, February 2 - Schools Not In Session |
| Monday, October 9 - Thanksgiving | Monday, February 12 - Family Day |
| Friday, October 20 - Pro-D (provincial) | Friday, March 2 - Schools Not In Session |
| Friday, November 3 - Pro-D | March 15-23 - Spring Break |
| Monday, November 13 - Remembrance Day Stat | Friday, March 30 - Good Friday |
| Friday, December 8 - Pro-D Ministry Day | Monday, April 2 - Easter Monday |
| Friday, December 22 - Schools Not In Session | Friday, April 20 - Pro-D - BCTF Regional Day |
| Dec. 25 - Jan 5 - Winter Vacation | Friday, May 4 - Pro-D |
| | Monday, May 21 - Victoria Day |
| | Friday, June 1 - Not In Session |
| | June 15 - Schools Not In Session |
| | June 29 - Non-Instructional Day - Admin Day |

SD 50 SCHOOL YEAR CALENDAR OPTION B - STANDARD CALENDAR 1 WEEK SPRING BREAK

| JULY | | | | | | |
|------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 3 | 4 | 5 | 6 | 7 | 8 |
| 2 | 9 | 10 | 11 | 12 | 13 | 14 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| AUGUST | | | | | | |
|--------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| SEPTEMBER | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| OCTOBER | | | | | | |
|---------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| NOVEMBER | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| DECEMBER | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| JANUARY | | | | | | |
|---------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| FEBRUARY | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| | | | | | | |

| MARCH | | | | | | |
|-------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| APRIL | | | | | | |
|-------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| MAY | | | | | | |
|-----|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| JUNE | | | | | | |
|------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

Required Instructional Hours:

K 848
Gr. 1-7 873
Gr. 8-12 952

September 5 - June 28:

| | |
|--------------------|-----|
| Instructional Days | 185 |
| Pro-D Days | 7 |
| Statutory Holidays | 8 |
| Holidays | 14 |

Instructional Hours per Instructional Day:

| | |
|----------|--------------------|
| K | 4 hours 35 minutes |
| Gr. 1-7 | 4 hours 44 minutes |
| Gr. 8-12 | 5 hours 9 minutes |

| | | | |
|---|-------------------|---|--------------------|
| | Not In-Session | | Administrative Day |
| | Statutory Holiday | | |
| | Instructional Day | | |
| | Pro-D Day | | |

NOTES:

| 2017 | |
|--|--|
| Monday, September 4 - Labor Day | |
| Tuesday, September 5 - Free Day of Classes | |
| Friday, September 22 - Pro-D (C) | |
| Monday, October 9 - Thanksgiving | |
| Friday, October 20 - Pro-D (provida) | |
| Friday, November 3 - Pro-D Ministry Day | |
| Monday, November 13 - Remembrance Day (Stat) | |
| Friday, December 22 - Pro-D | |
| Dec. 25 - Jan 5 - Winter Vacation | |

| 2018 | |
|--|--|
| Monday, January 8 - Closed Building | |
| Friday, January 19 - Pro-D | |
| Monday, February 12 - Family Day | |
| March 19-23 - Spring Break | |
| Friday, March 30 - Good Friday | |
| Monday, April 2 - Easter Monday | |
| Friday, April 20 - Pro-D - BCIF Regional Day | |
| Friday, May 4 - Pro-D | |
| Monday, May 21 - Victoria Day | |
| Friday, June 29 - Non-Instructional Day - Alumni Day | |

SD 50 SCHOOL YEAR CALENDAR OPTION C - 2 WEEK SPRING BREAK

| JULY | | | | | | |
|------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| AUGUST | | | | | | |
|--------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| SEPTEMBER | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| OCTOBER | | | | | | |
|---------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| NOVEMBER | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| DECEMBER | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| JANUARY | | | | | | |
|---------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| FEBRUARY | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

| MARCH | | | | | | |
|-------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| APRIL | | | | | | |
|-------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| MAY | | | | | | |
|-----|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| JUNE | | | | | | |
|------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

Required Instructional Hours:
 K 848
 Gr. 1-7 873
 Gr. 8-12 952

September 5 - June 29:
 Instructional Days 181
 Pro-D Days 7
 Statutory Holidays 8
 Holidays 18

Instructional Hours per Instructional Day
 K 4 hours 42 minutes
 Gr. 1-7 4 hours 50 minutes
 Gr. 8-12 5 hours 16 minutes

- Not In-Session
- Statutory Holiday
- Instructional Day
- Pro-D Day
- Administrative Day

NOTES:

- 2017
- Monday, September 4 (Labour Day)
- Tuesday, September 5 (First Day of School)
- Friday, September 22 (Pro-D (CI))
- Monday, October 9 (Thanksgiving)
- Friday, October 20 (Pro-D (Provincial))
- Friday, November 3 (Pro-D, Ministry Day)
- Monday, November 13 (Remembrance Day Stat)
- Friday, December 22 (Pro-D)
- Dec 25 Jan 5 - Winter Vacation

- 2018
- Monday, January 8 (Columbus Day)
- Friday, January 19 (Pro-D)
- Monday, February 12 (Family Day)
- March 19-20 Spring Break
- Friday, March 30 (Good Friday)
- Monday, April 2 (Easter Monday)
- Friday, April 20 (Pro-D - BCIF Regional Day)
- Friday, May 4 (Pro-D)
- Monday, May 21 (Victoria Day)
- Friday, June 29 (Non-Statutory School Day - Admin Day)



January 12, 2017

Ref: 192354

All Secretary-Treasurers
All School Districts

Re: Enrolment Estimates for 2017/18

I am writing to request that your district's enrolment estimates for the 2017/18, 2018/19 and 2019/20 school years be submitted to the Ministry by Wednesday, February 15, 2017. I recognize this data will contain estimates only.

As you know, section 106.3(2) of the [School Act](#) states:

A board must submit to the Minister on or before February 15 of each year an estimate of the number of students who may be enrolled in educational programs provided by the board in the next school year.

As indicated in the enrolment estimates spreadsheet (attached), specific estimated enrolment information is required for the following categories:

1. July Enrolment Count, including headcount and course enrolment for Summer Learning
2. September Enrolment Count, including school-age, adult, special needs, Aboriginal Education and English Language Learning
3. February Enrolment Count, including Continuing Education, Distributed Learning, special needs enrolment growth and newcomer refugees
4. May Enrolment Count, including Continuing Education and Distributed Learning

We also ask you provide any key assumptions that your district has made in its 2017/18 estimates in the section below the main estimates table. This provides an opportunity to identify assumptions related to expected student exits and arrivals to your district with respect to independent schools, other provinces, other countries and other districts. We have also included an enrolment estimate checklist to assist with developing your district's enrolment estimates.

.../2

The enrolment estimates received from school districts will be used by the Ministry to facilitate the development of operating grant estimates. Operating grant estimates for 2017/18 will be announced on or before March 15, 2017.

The Ministry will also request an update to these figures in June 2017 through a similar process to the survey carried out in June 2016. As enrolments are growing, it is critical for the Ministry to have these revised figures to ensure timely communications with the Ministry of Finance.

Please add your school district's estimated enrolment information to the District Estimated Enrolment columns of the attached spreadsheet and e-mail it to Michael Lebrun, Funding Analyst, at Michael.Lebrun@gov.bc.ca no later than February 15, 2017. Questions can be directed to Michael at the above address.

Sincerely,

A handwritten signature in blue ink, appearing to be 'G. Farkas', written in a cursive style.

George Farkas
Assistant Deputy Minister

Attachment: Data Collection of Estimated Enrolments for 2017/18, 2018/19 and 2019/20

- Step 1:** Enter your school district number here: **Milda Gwail**
 Ministry of Education enrolment trend estimates are automatically filled once a school district number is entered above.
- Step 2:** Enter your district's enrolment estimates in the shaded cells of the District column for each of the three years displayed.

| | 2016/17 Interim Base | Estimated Enrolment | | | | | | Notes |
|---|----------------------|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--|
| | | 2017/18 | | 2018/19 | | 2019/20 | | |
| | | District | Ministry* | District | Ministry* | District | Ministry* | |
| July Enrolment Count | | | | | | | | |
| Summer Learning: Grades 1-7 Headcount Enrolment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Summer Learning: Grades 8-9 Course Enrolment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Summer Learning: Grades 10-11 Course Enrolment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Grade 8 & 9 Cross-Enrolment Courses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| September Enrolment Count - School Age Basic Recalculation | | | | | | | | |
| K-12 (Standard (Regular) Schools FTE (School-Age) | 509,821.0 | 509,000.0 | 508,324.1 | 488,000.0 | 505,675.0 | 489,000.0 | 508,223.8 | |
| Continuing Education FTE (School-Age) | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | |
| Alternate Schools FTE (School-Age) | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | |
| Distributed Learning FTE (School-Age) | 11.7500 | 11.0000 | 11.7500 | 11.0000 | 11.7500 | 11.0000 | 11.7500 | |
| Total Estimated School-Age Enrolment | \$17,871.0 | \$20,000.0 | \$20,074.1 | \$88,000.0 | \$17,875.0 | \$20,000.0 | \$20,973.6 | |
| Change from Previous Year | | | | | | | | |
| | | 2,829.0 | 2,699.1 | -21,000.0 | -2,699.1 | 1,800.0 | 20,973.6 | |
| September Enrolment Count - Disrupt Student Needs | | | | | | | | |
| Level 1 Special Needs FTE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Level 2 Special Needs FTE | 14 | 14 | 14 | 14 | 14 | 14 | 14 | |
| Level 3 Special Needs FTE | 11 | 11 | 11 | 11 | 11 | 11 | 11 | |
| English Language Learning FTE | 30 | 30 | 30 | 30 | 30 | 30 | 30 | |
| Aboriginal Education FTE | 307 | 307 | 307 | 307 | 307 | 307 | 307 | |
| Adult Education FTE (Non-Graduates only) | 5,750.0 | 5,750.0 | 5,750.0 | 5,750.0 | 5,750.0 | 5,750.0 | 5,750.0 | Do not include Graduated Adult enrolment |
| February Enrolment Count - Continuing Education, Distributed Learning, Special Needs Growth and Newcomer Refuges | | | | | | | | |
| Continuing Education FTE - School-Age | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | Include only new post-September enrolment activity |
| Continuing Education FTE - Non-Graduate Adults | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | Do not include Graduated Adult enrolment |
| Distributed Learning FTE K-Grade 9 (School-Age) | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | |
| Distributed Learning FTE Grades 10-12 (School-Age) | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | Include only new post-September enrolment activity |
| Distributed Learning FTE - Non-Graduate Adults | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | Do not include Graduated Adult enrolment |
| Level 1 Special Needs FTE Growth (All Schools) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Level 2 Special Needs FTE Growth (All Schools) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Level 3 Special Needs FTE Growth (All Schools) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Newcomer Refugees FTE (Standard & Alternate only) | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | Include only new post-September enrolment activity |
| ELL FTE (Applies to Newcomer Refugees only) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| July Enrolment Count - Continuing Education and Distributed Learning | | | | | | | | |
| Continuing Education FTE - School-Age | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | Include only new post-February enrolment activity |
| Continuing Education FTE - Non-Graduate Adults | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | Do not include Graduated Adult enrolment |
| Distributed Learning FTE K-Grade 9 (School-Age) | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | |
| Distributed Learning FTE Grades 10-12 (School-Age) | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | Include only new post-February enrolment activity |
| Distributed Learning FTE - Non-Graduate Adults | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | 0.0000 | |

*Notes: Ministry estimates for school-age FTE enrolment in standard (regular) schools are determined by applying the Ministry-projected percentage change in enrolment for each district to the funded school-age FTE enrolment as used in the 2016/17 operating grant autumn recalculation.

Special Needs, ELL and Aboriginal Education have been estimated using five-year enrolment trends.

Continuing Education, Distributed Learning, Alternate Schools, Adult FTE, Summer Learning and Grade 8-9 Cross-Enrolment enrolment totals are all carried forward from the 2016/17 operating grant autumn recalculation.

Enrolments for February and May are carried forward from estimates contained in the 2016/17 operating grant autumn recalculation.

- Step 3:** Enter estimates for the cause of your district's student movement for 2017/18. Include any relevant key assumptions that your district has made in its estimates in the Comments column.

| September 2017 Enrolment Count - Estimated School-Age Enrolment Movement | |
|---|----------------|
| Please provide additional detail for the Change from Previous Year line above by indicating the reasons that your district anticipates enrolment change in the lines below. | |
| | Comments: |
| Net provincial in-migration | 0.0000 |
| Net international in-migration | 0.0000 |
| Net migration to/from independent schools | 0.0000 |
| Net other entrances/exits (to/from other districts, graduates, Kindergarten) | 2,650.0 |
| Total Estimated School-Age Enrolment Movement | 2,650.0 |

- Step 4:** Our district has considered all of the factors noted in the checklist provided in developing this estimate.
 Yes: No:

- Step 5:** Please provide a contact for follow-up questions:
 Name:
 Title:
 Email address:

- Step 6:** When you have completed this form, please e-mail it to Michael Lebrun, Funding Analyst, Ministry of Education at: ma@michael.lebrun@ov.bc.ca District-50-30 Enrolment Estimates Form no later than Wednesday, February 15, 2017



February 20, 2017

Ref: 192896

To: All Board Chairs, Superintendents, Secretary Treasurers
All School Districts

Colleagues,

I am pleased to provide you with additional information regarding the Student Learning Grant that was announced this past weekend. I can confirm that this is one-time funding that will flow by mid-March as a Special Grant to be reported in each school district's operating fund. Funds are intended to be spent on learning resources, supplies, and equipment to help ensure that classrooms are well-resourced and students are well-supported through the implementation of the new curriculum and other learning innovations across the K-12 public education system. Total provincial funding being provided to school districts in 2016/17 is \$27.4M, and is being allocated based on a calculation of \$50/student FTE. The Ministry of Education will be confirming district-by-district allocations over the coming days and likely before the end of the month. Please note the following Ministry expectations regarding the funding:

- Eligible categories of resources/supplies include instructional supplies (e.g. electronic learning resources, textbooks, other classroom supplies serving an educational purpose), athletic equipment, and learning resources to assist non-enrolling teachers (i.e. career preparation materials);
- Where possible, funding should first be used on items that will help defray costs for parents;
- Any unspent funding from 2016/17 can be carried over to the 2017/18 school year, noting that the categories listed above still apply; and
- School districts should track how funding is being utilized, and report-out by July 31, 2017 school year to their District Parent Advisory Council, cc'ing the School District Financial Reporting Branch at SDFR@gov.bc.ca and including planned uses for any unspent funding for the 2017/18 school year.

If you have any further questions regarding this funding, please contact Kim Abbott at Kim.Abbott@gov.bc.ca or (250) 896-3680.

Sincerely,

**Ministry of
Education**

**Resource Management and
Corporate Services Division**

Mailing Address:
PO Box 9151 Stn Prov Govt
Victoria BC V8W 9H1

Location:
5th Floor, 620 Superior St
Victoria BC V8V 1V2

A handwritten signature in black ink, appearing to be the initials 'GF'.

George Farkas
Assistant Deputy Minister



British Columbia
School Trustees
Association

MEDIA RELEASE

BCSTA pleased BC budget speaks to the importance of public education Now looking to Province to complete commitments on bargaining and student enrollment

[VICTORIA, B.C. – February 21, 2017] The announcement today of \$740 million additional dollars for K-12 education over the next three years is a significant step toward meeting the overall needs of B.C.'s students and schools. BCSTA was pleased to hear from Minister of Finance Mike de Jong that education is "the single most important service government operates or funds," and will look for government to translate his statement into stable, sustainable and predictable funding for B.C. school districts.

BCSTA president Teresa Rezanoff responded by saying, "I am pleased to see that government has recognized the need for significant further investments in public education. A robust and effective K-12 education system is critical to the health and prosperity of the province. The funds needed to deliver quality programs and services to students must be provided each and every year."

An area of the budget not directly addressed today will be the full cost implications of the current bargaining between government and the teachers' union. Beyond funding additional teachers, school trustees will be looking for government to meet their commitment to funding such key needs as additional classrooms, corresponding support staff increases and school district operational budgets. The increased overall funding announced today is a significant step in the right direction, but school districts will be expecting substantially more money to address the full costs of the Supreme Court of Canada decision.

"We will be looking to government to fulfill their commitment to ensure ALL of the costs of the Supreme Court of Canada decision are met by the province," confirmed President Rezanoff. "While we realize it would be inappropriate for government to predetermine the outcome of bargaining, it is our expectation that the conclusion of the process will include funding of all the resulting costs."

The commitment of \$228 million to fund anticipated enrollment growth in B.C. schools will assist Boards of Education toward balancing their 2017/2018 budgets. Other government budget announcements, such as the reduction and eventual elimination of PST on electricity and the reduction of MSP costs will also help school districts by reducing costs.

BCSTA will be monitoring both the growth in student numbers during the coming school year and government's commitment to corresponding further funding for K-12 education over the coming months. While today's provincial budget provides a base on which school districts can plan for next year, additional funds to meet growing student numbers may still be required. This will be particularly important knowing this is an interim budget that must be reintroduced within 90 days following the May provincial election.

President Rezanoff concluded by saying, "We understand that government is not in a position to address the final costs of bargaining and anticipated student population growth at this time, but it is critical to our students and schools that their commitment to fully fund public education is fulfilled."

BCSTA will be providing further analysis of Budget 2017 and the implications for public education in the coming days. Translating today's government fiscal year budget into local school district budget numbers for the coming school year will be our initial focus.

- 30 -

www.bcsta.org
bcsta@bcsta.org

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f 604 732 4559

4th Floor - 1580 W. Broadway
Vancouver, BC V6J 5K9

For additional information and to arrange an interview with BCSTA President Teresa Rezansoff, please contact:

Glenda Ollero

Media and Communications Specialist, BCSTA

gollero@bcsta.org

mobile: (604) 616-0408

direct line: (604) 235-2293

The British Columbia School Trustees Association is a non-profit organization dedicated to assisting Boards of Education in their work. Boards of Education locally represent the interests of their communities in the public education system in British Columbia. For more information about our Association and work, please visit www.bcsta.org.