

**MINUTES OF THE REGULAR BOARD MEETING HELD AT GUDANGAAY
TLAATS'GAA NAAY SECONDARY ON SEPTEMBER 26, 2017**

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

ALSO PRESENT: Dawna Day, Superintendent of Schools
Shelley Sansome, Secretary Treasurer

ABSENT WAS: Wilson Brown, Trustee

MEMBERS OF THE PUBLIC:

Steve Querangesser
Andrew Hudson
Deborah Witzaney
Maureen Benoit
Martin Favreau
Maureen Lagroix
David McLean
David Reynolds
Patrick Witwicki
Bernadette Marie
Damek Racette
Tammy Gates
Warren McIntyre
Reg Davidson

1. Call to Order

Chairperson Williams called the meeting to order at 1815 hours and acknowledged that the meeting was held on traditional territory of the Haida Nation.

2. Approval of Agenda

R17092601 THAT the agenda be approved as circulated with the following addition of 5.1 Music Presentation to be added to next item agenda.

MOTION CARRIED

3. Music Presentation

Gudangaay Tlaats'gaa Naay Secondary Teacher David McLean has initiated a self-exploration music program where students are able to submit homework using music. A grant was obtained to purchase instruments of interest to students that are now being used in his classes in addition to lunch hour and after school. Student Damek Racette presented a song he composed, wrote and created to describe how music impacts his life.

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

4.1 June 12, 2017 In-Camera Board Meeting Rise and Report

Superintendent Day reported on property, personnel and student matters from the June 12, 2017 in-camera meeting.

4.2 June 27, 2017 Regular Board Meeting Minutes

RI7092602 THAT the minutes of the regular meeting of June 27, 2017 be approved.

MOTION CARRIED

4.3 September 26, 2017 In-Camera Board Meeting Rise and Report

Superintendent Day reported on property, personnel and student matters from the September 26, 2017 in-camera meeting.

5. Report on Action From Previous Meeting

5.1 Labour Management Committee Trustee Portfolio

Trustee Elizabeth Condrotte was appointed to the Labour Management Committee portfolio for the remainder of her term, with Kim Goetzinger as her alternate.

5.2 Finance and Audit Committee Terms of Reference

RI7092603 THAT the Board of Education of School District No. 50 (Haida Gwaii) approved the Finance and Audit Committee Terms of Reference.

MOTION CARRIED

RI7092604 THAT the Board of Education of School District No. 50 (Haida Gwaii) appoint Vice Chair Goetzinger and Trustee Elizabeth Condrotte to the Finance and Audit Committee for the remainder of their term.

MOTION CARRIED

6. Reports

6.1 Reports from the Chair

Chairperson Williams reported that she's been very busy and encourages questions at the end of the meeting.

6.2 Trustee Reports

- Trustee Husband reported on her attendance at a meeting with the financial auditor, the BCSTA zone meetings, a transportation meeting and a Gidgalang Kuuvas Naay Secondary parent advisory council meeting;
- Trustee Goetzinger submitted a written report;
- Trustee Condrotte submitted a written report.

6.3 Superintendent of Schools Report

The Superintendent of Schools reported on her attendance at the Canadian School Board conference in Whistler, BC, the BC Superintendent's leadership academy in Kelowna, BC, visits to each school, a significant amount of time spent with the Principal of Aboriginal Education, working on stage 2 of a daycare capital funding application, participation in youth pathways to health committee meetings, and a professional development committee meeting.

6.4 Secretary Treasurer Report

The Secretary Treasurer submitted a written report.

R17092605 THAT the Board of Education of School District No. 50 (Haida Gwaii) accepts Trustee and senior management reports.

MOTION CARRIED

6.5 Trustee Expenditure Report

R17092606 THAT the Board of Education of School District No. 50 (Haida Gwaii) receive and file the Trustee expenditure reports for the months of June, July and August 2017.

6.6 Maintenance Report

Maintenance and Transportation Supervisor Lao Peerless submitted a written report.

6.7 Aboriginal Education Report

Principal of Aboriginal Education Joanne Yovanovich submitted a written report.

6.8 Information Technology Manager Report

Information Technology Manager Steve Goffic submitted a written report.

7. Strategic and Policy Issues

7.1 Truth and Reconciliation Commission of Canada: Calls to Action

R17092607 THAT the Board of Education of School District No. 50 (Haida Gwaii) use the Local Education Agreement, the Enhancement Agreement, the Early Development Instrument, the Middle Years Development Instrument, and the How Are We Doing report to guide the district to achieve the Truth and Reconciliation Commission's calls to action and to be included in the governance section of the policy manual.

MOTION CARRIED

The policy committee will draft a policy to be presented to the board for approval. Superintendent Day will develop a list of relevant Truth and Reconciliation Commission Calls to Action to also present to the board.

The Board of Education of School District No. 50 (Haida Gwaii) presented a video regarding the significance of Orange Shirt day.

7.2 Response to Senate Report

R17062706 THAT the Board of Education of School District No. 50 (Haida Gwaii) receive and file the Senate report and await further direction from the Minister of Education.

MOTION CARRIED

7.3 Strategic Planning Schedule

The Board of Education of School District No. 50 (Haida Gwaii) will meet on October 21 and 22, 2017 for strategic planning sessions.

7.4 Policy Committee Schedule

The District Policy committee will confirm their next meeting date via email.

8. Operational Issues

8.1 June, July and August 2017 Finance Vouchers

R17092607 THAT the Board of Education of School District No. 50 (Haida Gwaii) receives and files the Accounts Payable and Payroll for June, July and August 2017.

MOTION CARRIED

8.2 Audited Financial Statements

R17092608 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve the audited Financial Statements for the year ended, June 30, 2017 and that the Board Chairperson, the Superintendent of Schools, and the Secretary Treasurer be authorized to execute these statements.

MOTION CARRIED

8.3 Preliminary Enrolment

Secretary Treasurer Sansome informed the Board of Education of School District No. 50 (Haida Gwaii) of preliminary enrolment numbers to 515 excluding student enrolled in distributed learning.

8.4 Cayenta eServe and Absence Management

R17092609 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve the purchase of the Absence Management and eServe programs delivered by Cayenta.

MOTION CARRIED

8.5 Tuition-Free Adult Basic Education & Post Secondary Children In Care

The Board of Education of School District No. 50 (Haida Gwaii) received and filed information regarding tuition-free adult basic education and post secondary children in care.

8.6 Next Generation Network Services Update

The Board of Education of School District No. 50 (Haida Gwaii) received and filed information regarding the Next Generation Network Services update.

8.7 2017/2018 Budget

The Board of Education of School District No. 50 (Haida Gwaii) received and filed information regarding the 2017/2018 provincial and district budgets.

8.8 Rural and Remote Workforce Sustainability Fund

The Board of Education of School District No. 50 (Haida Gwaii) received and filed information regarding the Rural and Remote Workforce Sustainability Fund.

8.9 Sandspit Students' Transportation to GKNSS

R17092610 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve negotiations with Sandspit Community Society to provide transportation to/from Sandspit/Alliford Bay for the remainder of the 2017/2018 school year with a maximum increase of costs being \$3,000.

MOTION CARRIED

8.10 Capital Funding for Daycare Space

R17092611 THAT the Board of Education of School District No. 50 (Haida Gwaii) approve stage two of the application for capital funding to construct a daycare.

MOTION CARRIED

8.11 Masset Schools Committee Terms of Reference

Vice Chair Goetzinger assumed the chair.

R17092612 THAT the Board of Education of School District No. 50 (Haida Gwaii) create a committee consisting of a representative from Tahayghen Elementary School's parent advisory council, a representative from Gudangaay Tlaats'gaa Naay Secondary School's parent advisory council, the Tahayghen Elementary Principal, the Gudangaay Tlaats'gaa Naay Secondary Principal a representative from the Old Massett Village Council and one student to review the draft Masset Schools Terms of Reference and return to the board for approval.

MOTION CARRIED

Chair Williams resumed the chair.

8.12 Gidgalang Kuuyas Naay Secondary Water

Superintendent Day informed the Board of Education of School District No. 50 (Haida Gwaii) that additional research into the water issues and pipes at Gidgalang Kuuyas Naay Secondary are needed prior to providing a quote. Principal Marie reported that the water filtration drinking fountains at Gudangaay Tlaats'gaa Naay Secondary cost \$3,000 each.

8.13 BC Human Rights Tribunal Special Application

Superintendent Day informed the Board of Education of School District No. 50 (Haida Gwaii) that Principal of Aboriginal Education Joanne Yovanovich has been instructed to start the process to submit the Aboriginal Special Program application to the BC Human Rights Tribunal.

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:

- Finance and audit committee membership and costs;
- Masset schools' committee;
- Haida Language meetings;
- BC Human Rights Tribunal application language;
- Maintenance projects budget for Masset schools;
- E-serve costs;
- Senate report;
- Transportation review.

10. Adjournment

R17092612 THAT the Board of Education of School District No. 50 (Haida Gwaii) adjourns the Regular Board meeting at 2027 hours.

MOTION CARRIED

Secretary Treasurer

Chairperson

DRAFT

**Kimberley Claggett
Drug Prevention at Schools**

Strategies for Youth Engagement in light of the recent announcement by NH of island youth substance abuse and addiction.

Strategies include : transportation, bringing drug education through presenters; offering expanded clubs and activities; accessing funding to keep our youth active engaged and healthy.

I have been asked to represent PAC in contacting agencies re: this recent crisis

Trustee Report October 2017

by Kim Goetzinger

kgoetzinger@sd50.bc.ca

September 29. Orange Shirt Day at SNES

October 2. Conference Call Board

October 2. Conference Call BCSTA

October 12. Don Burnstick Comedian in Skidegate

October 14. Tutoring Workshop (Rescheduled Date TBA)

October 16. Special Meeting in Port Clements

October 20. Policy Meeting Tow hill

October 21. Board Self Evaluation follow-up with BCSTA Hugh Blackman

October 22. Board Planning Sessions;

Policy Work

In camera Meeting.

October 24-29

3rd Annual Liaison Meeting,

-Ministry of Education Deputy Scott MacDonald.

-Provincial Council BCSTA. (BCSTA Portfolio)

October 23. Regular Board Meeting, Postponed. (In respect for the recent passing of Trustee Browns father.) Moved to October 30th.

Ongoing:

October 30 Regular Board Meeting

PAC (no PAC meeting at SNES to date.)

BCPSEA (Nov.) Portfolio

Trustee Academy (Nov.)

FNESC (Nov.)

HEC Portfolio

Policy Portfolio

October 10 Port Clements Elementary Parent Advisory Committee (PAC)

October 16 Transportation Meeting Port Clements. Lao Peerless, District Maintenance Supervisor, provided information on the progress to date and is continuing to research in order to make a timely recommendation.

October 20 District PAC meeting in the Queen Charlotte Board Office

October 21-22 Special Board Planning Meeting with an advisor from the BC School Trustees Association followed by a policy meeting to set the Aims of the district.



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

INFORMATION SHEET

TO: The Board of Education
FROM: Shelley Sansome, Secretary Treasurer
DATE: October 30, 2017
SUBJECT: Secretary Treasurer Report

Since our September 26th board meeting, some of the items I've been involved with are as follows:

- I've been working with the Maintenance Supervisor to implement bussing services from Sandspit to Alliford Bay for Gidgalang Kuuyas Naay Secondary students;
- I submitted the Student Achievement Data report to the Ministry;
- I participated in a labour management meeting with CUPE;
- I attended the 3rd annual partner liaison meeting with the new ministry;
- I attended a Principals' meeting;
- I submitted the 1701, student enrolment data reports;
- I submitted the General Reporting Entity report, a quarterly financial report to the ministry;
- I've been working with the new teachers to allocate the rural and remote fund;
- I participated in a meeting with MCFD to improve our partnership and student services;
- I've been involved with a few confidential human resources matters;
- I attended the board retreat.



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

INFORMATION SHEET

TO: The Board of Education
FROM: Shelley Sansome, Secretary Treasurer
DATE: November 21, 2017
SUBJECT: Secretary Treasurer Report

During the past month, some of the items I've been involved with are as follows:

- Staff leave of absence management;
- Attended the BC Association for School Business Officials fall conference in Vancouver;
- A labour management meeting with CUPE Local 2020;
- Preparation and submission of the 2016/2017 CommunityLINKs report;
- Preparation and submission 2017/2018 1530 (staffing FTE) report to the Ministry;
- Development of the student transportation agreement with Sandspit Community Society;
- A teleconference with Ministry of Child & Family Development staff;
- A teleconference with Vancouver Island Regional Library staff;
- Development of the Child & Youth Wellness Support Worker job description;
- Post and fill activities for five positions;
- Confidential meetings and activities related to personnel matters.

**TRUSTEE EXPENDITURE REPORT
AS OF September 30, 2017**

	Current	Year-To-Date	Budget	Available	% Spent
4-40-19000					
4-40-20000	4,524.43	13,573.29	54,843.00	41,269.71	25%
4-40-34000	87.39	262.18	1,275.00	1,012.82	21%
4-40-37000	3,907.70	8,280.26	27,000.00	18,719.74	31%
4-40-39000		7,050.43	8,822.00	1,771.57	80%
4-40-42000		0.00		-	0%
4-40-42005		0.00	1,200.00	1,200.00	0%
4-40-51000	547.54	547.54		(547.54)	0%
4-40-59000	108.59	108.59		(108.59)	0%
Total	9,175.65	29,822.29	93,140.00	63,317.71	32%

**TRUSTEE EXPENDITURE REPORT
AS OF October 31, 2018**

	October	Year-To-Date	Budget	Available	% Spent
4-40-19000	4,524.43	18,097.72	54,843.00	36,745.28	33%
4-40-20000	87.37	349.55	1,275.00	925.45	27%
4-40-34000	3,613.31	11,893.57	27,000.00	15,106.43	44%
4-40-37000		7,050.43	8,822.00	1,771.57	80%
4-40-39000		0.00		-	0%
4-40-42000		-	1,200.00	1,200.00	0%
4-40-42005		0.00		-	0%
4-40-51000		547.54		(547.54)	0%
4-40-59000		108.59		(108.59)	0%

Total	8,225.11	38,047.40	93,140.00	55,092.60	41%
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Oct. 27, 2017
Joanne Yovanovich
Principal of Ab.Ed

Attended:

Organized & Attended Haida Education Council Meeting
ALM Orange Shirt Day Presentation
GKN Orange Shirt Day Presentation
SNES Orange Shirt Day Presentation
Port School visit and checked out the new mural being painted in the gazebo by students & Deja Busch
P/VP Meeting @GTN
Prepared & Presented @Old Massett Higher Education Group
Met with Dawna & Shelley regarding the Human Right's Exemption Application
Attended & Participated in the CUPE Joint Job Evaluation Process
Met with Bernadette regarding Ab Ed possibilities
Participated in PALS @Tah
Met with Kiku regarding Haida Foods Committee
Met regarding the Nominal Roll Audit
Organized & participated in meetings with Haida Language staff to review the IRP.
Organized & participated in meetings with FNRW's to review this year's activities & Connection Reports
Attended Pro-d session in Port with Principals
Phone conference with Langara College for the Ocean Plastic Project and setting up meetings with Skidegate Band Council

Note Worthy Activities:

Updated Haida Role Model Booklet

Gathering information to create Food Harvesting & Procedures/Guidelines for schools. Also looking at materials harvested, like cedar bark and lumber, it is the hope that the Guidelines will ensure we aren't overharvesting and/or infringing on Haida gathering areas.

Conducting approx. 14 interviews with Dr. Cynthia Nicol as part of our Math work, we are currently writing another chapter for a UBC Culturally Responsive Education book.

Planning for small group Math Meetings to be held this year.

"Our future, and the well-being of all our children rests with the kind of relationships we build today." Chief Dr. Robert Joseph



Steve Goffic
IT Manager
Haida Gwaii School District 50
steve@sd50.bc.ca
PO Box 69
107 3rd Avenue
Queen Charlotte, BC V0T 1S0

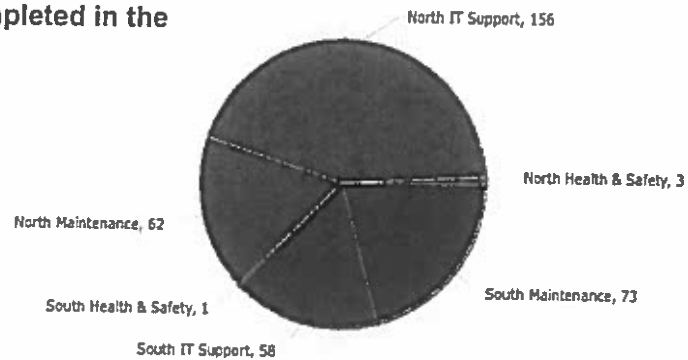
Tel.: 250-559-8471
Fax: 250-559-8849

IT Update October 1 to November 20

Data Center

- Replace faulty batteries
- Reconfigure damage config file translator Layer Switch
- Replace damaged Ion Card
- Add Command and Control URL Filtering Category to Firewalls and Panorama
- Add Layers 3 Switch and Configure ACL's
- Image SDS DC Servers

Below are the work orders completed in the time frame Oct 1 to Nov 20



Department : COUNT(tickets, ticketmaskid)

North Health & Safety 3

North IT Support	156
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North Maintenance 62

South Health & Safety 1

South IT Support	58
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South Maintenance 73

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

ACTION SHEET

TO: Haida Gwaii Board of Education
DATE: November 20, 2017
SUBJECT: Maintenance & Transportation Report
FROM: Lao Peerless, Maintenance and Transportation Supervisor

Gidgalang Kuuyas Naay Secondary

- Various work order
- Meeting/debrief after mudslide, developed some recommendations
- Allocation planning for funds provided by Northern Development Initiative Trust
- Planning the ITA grant
- Worked with the Safety Authority for annual boiler inspection

Sk'aadgaa Naay Elementary

- Addressing deficiencies of the heating and domestic hot water boiler system that was installed in the summer
- Various work orders
- Health and Safety meetings
- Meeting/debrief after mudslide, developed some recommendations
- Worked with the Safety Authority for annual boiler inspection

Agnes L Mathers Elementary Jr Secondary

- Working on the new school: design of sidewalks and heating system for the gymnasium
- Implemented transportation services for Gidgalang Kuuyas Naay Secondary students residing in Sandspit
- Various work orders
- Attended staff meetings to address building concerns

Port Clements Elementary

- Collaborating with the Village of Port Clements to ensure the Multiplex partnership operates smoothly
- Various work orders
- Worked with the Safety Authority for annual boiler inspection

Tahayghen Elementary

- Mechanical upgrades
- Worked with the Safety Authority for annual boiler inspection
- Various work orders

Gudangaay Tlats'gaa Naay Secondary

- Finished replacing 36 windows and 6 doors
- Classroom renovations
- Planning and organizing NWCC Carpentry pre-apprenticeship program
- Worked with the Safety Authority for annual boiler inspection
- Various work orders

Maintenance & Transportation Supervisor

- Managed decisions for the new ALM
- Worked closely with various contractors to ensure work complies with building codes and is completed in a timely fashion
- Supervised all custodial and maintenance staff
- Implemented Sandspit transportation services for students
- Health and Safety course and arranging more as District Health and Safety training
- Developed long-term strategy to improve student transportation services island-wide
- Attended various meetings with Principals, HG Rec, Vancouver Island Regional Library, First Bus Canada, CUPE, and various management concerning a multitude of subjects
- Implemented a discipline/recording procedure for student transportation
- Researched electric vehicles for potential white fleet
- Negotiated the transfer of the Masset tsunami bus to SD50 effective June 2017

Criteria for Selection of Student Performances for AGM

Background

The BCSTA Board of Directors approved a budget item to provide opportunities for students from around the Province to travel to Vancouver and perform at the BCSTA AGM. BCSTA will provide the school district with an honorarium of up to \$4,000 to assist with travel, accommodation and other expenses associated with the students coming to perform at the BCSTA AGM. All costs above this amount would have to be covered through other independent sources (e.g. school district, fundraising). Should total expenses for the trip and event participation total less than \$4000, the honorarium would be reduced to the specified amount. In some cases, funds may be applied to the creation of a video where attendance is not possible.

BCSTA will not arrange transportation, hotel or other requirements for the student performers. All such arrangements are the responsibility of the sponsoring school or school district.

The school district is responsible for ensuring suitable chaperones are engaged to supervise the students at all times (while traveling to/from the event, on-site at the BCSTA AGM etc.).

The school district is responsible for getting the necessary permission from the students' parents/guardians for their child to participate in the trip.

Staff members leading the student group are responsible for getting necessary authorization from within the school district to participate in the BCSTA AGM.

It is up to BCSTA to determine, in its sole discretion, which student group(s) will be able to perform at the BCSTA AGM (i.e. just because you apply, does not mean that you will be selected). The BCSTA Professional Learning Committee has developed a set of criteria to advise districts of the opportunity and to set out the criteria that would be used to select from applications submitted.

Criteria for Selection

- Student groups are encouraged in all areas of performance, including, but not limited to choral, instrumental, dance, drama.
- Over time, selection will aim to provide diversity of performance genre, with dance, choral, instrument and theatre all represented.
- Over time, selection will aim to provide geographical diversity, with groups from around the Province represented.
- District groups unable to attend in person can apply to present a video production of a performance. The preference, however, is for groups to perform in person.
- The size of the group will be limited by space availability at the conference venue.
- The performance must not take longer than 20 minutes in total.
- The budget submitted must indicate how the funds will be applied to expenses.
- The application will be accompanied by approval from the District with all aspects of supervision and travel reviewed and approved by the District.
- The application will be accompanied by an itinerary, including any other educational events planned for students as part of the trip.



British Columbia
School Trustees
Association

Application for Student Performance at BCSTA Annual General Meeting

The BCSTA Board of Directors approved a budget item to provide opportunities for students from around the Province to travel to Vancouver and perform at the BCSTA AGM. BCSTA will provide the school district with an honorarium of up to \$4,000 to assist with travel, accommodation and other expenses associated with the students coming to perform at the BCSTA AGM. Criteria and process are outlined on the website of the BCSTA.

Please describe the performance: numbers of students involved, length of time for performance, space required and any other information you think important.

Please outline your itinerary for the visit: full length of time, educational and cultural activities planned, travel arrangements, etc.

Please outline your plans for supervision and attach copies of the District approval.

Please attach the full budget.

Please send completed applications to the BCSTA Office to the attention of:

Hugh Blackman, Director, Education Services

British Columbia School Trustees Association
4th floor - 1 580 West Broadway
Vancouver, BC V6J 5K9



September 26, 2017

Ref: 196199

To: All Superintendents

RE: Provincial Government Fiscal Sustainability Review

Dear Colleagues:

You will have seen or heard of the recent announcement that government is undertaking a Fiscal Sustainability Review. As you know, the Ministry of Finance relies upon Crown corporations and other public sector entities, such as boards of education, universities, colleges and health authorities, in developing three-year forecasts of revenues, expenditures, capital and debt as part of its annual budget process. This includes the analysis of key sensitivities and risks underpinning the annual *Budget* and the *Three-Year Fiscal Plan*, all of which inform government budget decisions and overarching fiscal policy.

The Financial Sustainability Review is being conducted as part of the process of developing *Budget 2018* and the corresponding *Three-Year Fiscal Plan*. The Ministry of Finance has retained a team of independent contractors comprised of Chris Trumpy and Dan Perrin to undertake the review, with support of Ministry of Finance staff, as well as staff of ministries responsible for broader public sector entities (including the Ministry of Education). The contractors will carry out a high-level assessment and, where appropriate, make recommendations to improve the quality of financial information and forecasting processes from responsible ministries, which impact baseline assumptions to be used in budget and three-year fiscal plan development.

In addition to evaluating the quality of regular and ad hoc financial and other related information submitted to the Province, the mandate of the review is to also identify options that could enhance the Province's ability to manage risks to its overall fiscal planning process. A copy of the formal news release and supporting materials are attached as an Appendix to this letter.

I want to assure you the purpose of the review is to look at the financial information provided to the Ministries of Education and Finance and the forecasting processes used across the public sector. The review is not in any way intended to identify or target budget changes from Boards of Education. This process is about good fiscal management and ensuring we have the best information possible before finalizing *Budget 2018* and the next *Three Year Fiscal Plan*. Ministry of Education staff will be working with the Financial Sustainability Review Team as required, and may be working with some school districts as part of this process to acquire additional information from school districts, if needed.

.../2

Ministry of Education
Office of the Deputy Minister

Mailing address:
PO Box 9179 Stn Prov Govt
Victoria BC V8W 9H8

Telephone: (250) 387-2026
Facsimile: (250) 356-6007

If you have any questions, please contact Reg Bawa, Assistant Deputy Minister, Resource Management and Executive Financial Office by email at Reg.Bawa@gov.bc.ca or Kim Horn, Executive Director, Sector Resourcing and Service Delivery Branch at Kim.Horn@gov.bc.ca.

Sincerely,



D. Scott MacDonald
Deputy Minister

Attachments

pc: *All Secretary-Treasurers*

NEWS RELEASE

For Immediate Release

Ministry of Finance

Government undertakes fiscal sustainability review

VICTORIA – To help inform the development of *Budget 2018* and the next *Three-Year Fiscal Plan*, Finance Minister Carole James announced a review of financial information submitted to the Province by specific Crown corporations and the broader schools, universities, colleges, and health (SUCH) sector.

Independent consultants have been contracted to help the provincial government assess the quality of financial information built into the baseline assumptions in the budget development process. The goal of the review is to assess the information, evaluate risks and identify options that will assist the Province with developing, monitoring and managing to its overall Fiscal Plan targets.

The review covers selected significant Crown corporations including:

- BC Lottery Corporation;
- BC Hydro;
- Insurance Corporation of British Columbia;
- Liquor Distribution Branch; and
- BC Housing Management Commission (including Provincial Rental Housing Corporation).

In addition, the review will include a high-level assessment of the information provided by SUCH sector entities through the ministries responsible for their fiscal planning, monitoring and management.

The Review will be completed in advance of *Budget 2018* in order for information to be incorporated and reflected in *Budget 2018*.

Quote:

Minister of Finance Carole James:

“This review will help inform the decisions we make as a government as we work to build Budget 2018. My expectation is that the review will give government a better picture of the risks, finances and fiscal forecasts of significant Crown corporations and SUCH sector entities, so that we foster long-term fiscal sustainability in planning and developing our budgets and decisions. Every additional dollar that is carefully managed can be used to help make life more affordable for people, invest in services and build a strong, sustainable economy.”

Learn more:

For more information on the Fiscal Sustainability Review please go to page 51 to 54 of the *Budget 2017 Update*:

Fiscal Sustainability Review

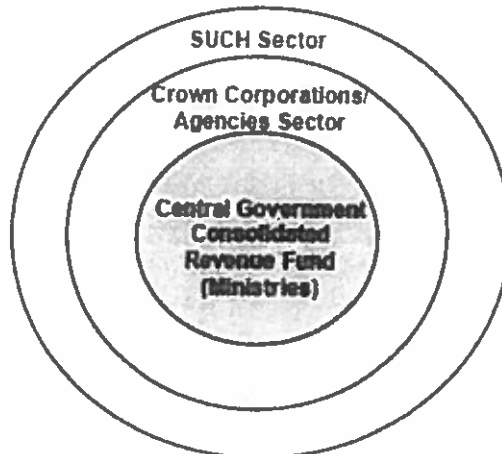
The Broader Provincial Public Sector

Chart 1 shows that under the provincial *Budget Transparency and Accountability Act*, the Province's budgeting and reporting framework includes all of the operations of central government (ministries), provincial Crown corporations and the public schools, universities, colleges and health (SUCH) sector.

The Ministry of Finance presents three-year forecasts of revenue, expenditure, capital and debt as part of the annual *Budget and Three-Year Fiscal Plan*. Also included is an analysis of key sensitivities and risks underpinning the forecasts. These forecasts – and the Province's ability to identify and mitigate risks, rely on information provided by ministries, Crown corporations and agencies, as well as the broader SUCH sector.

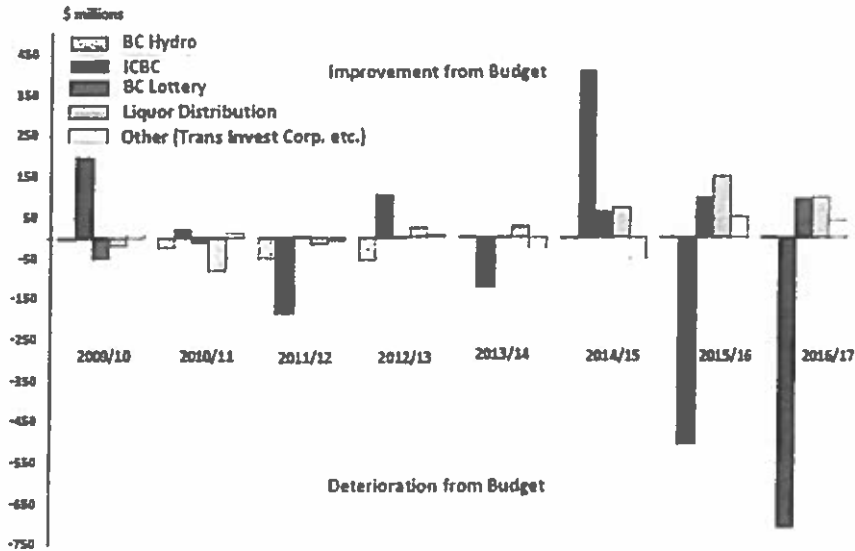
The Province's annual bottom-line surplus (deficit) is simply the difference between two very large numbers – total revenues and total spending. Changes on either side can have negative, positive and sometimes offsetting effects on the Province's bottom line.

Chart 1 Provincial budgeting and reporting framework



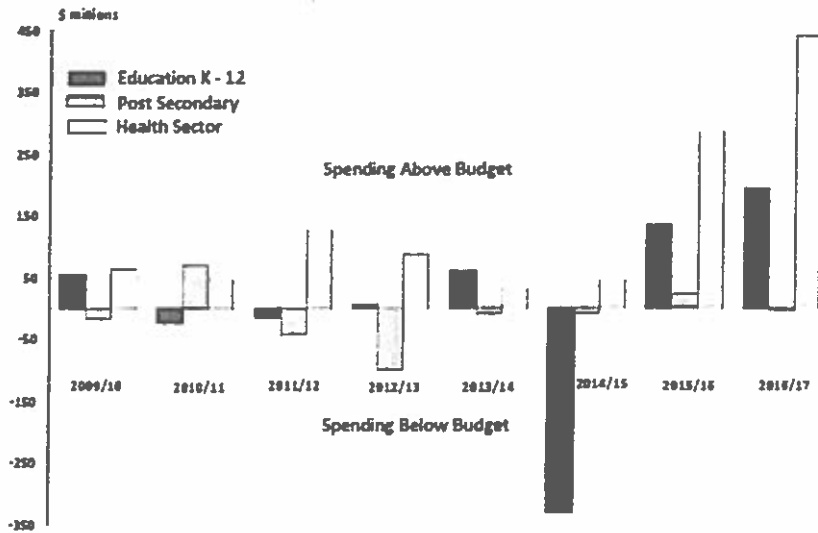
Net income (losses) of commercial Crown corporations are included as part of the Province's revenue forecasts. While not the largest segment of provincial revenues, Chart 2 shows that over the last 8 years, final results can vary significantly – which affects the accuracy and stability of the overall provincial planning framework.

Chart 2 Commercial Crown corporation changes from budget forecast



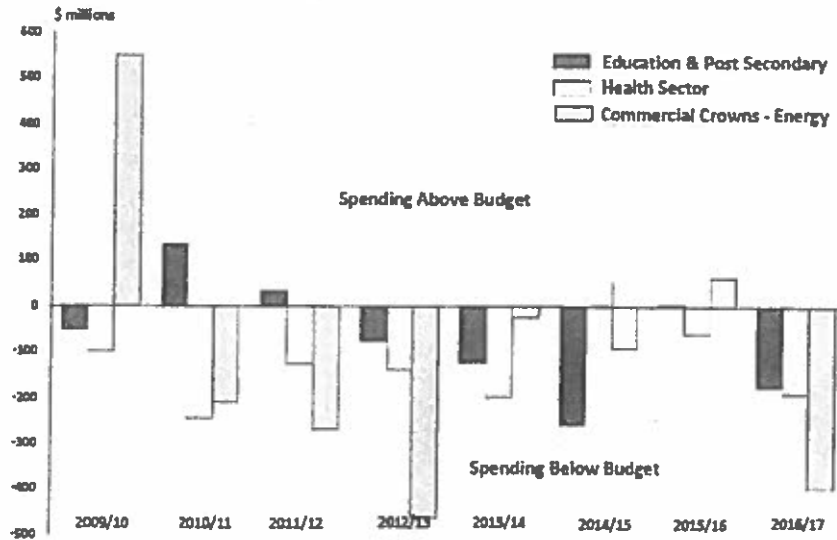
Spending through the SUCH sector agencies makes up about half of all provincial spending and Chart 3 shows that final results have varied significantly from budget, particularly in the last 3 years. There are a variety of reasons for these changes.

Chart 3 Schools, universities, colleges and health sector (SUCH) spending changes from budget forecast



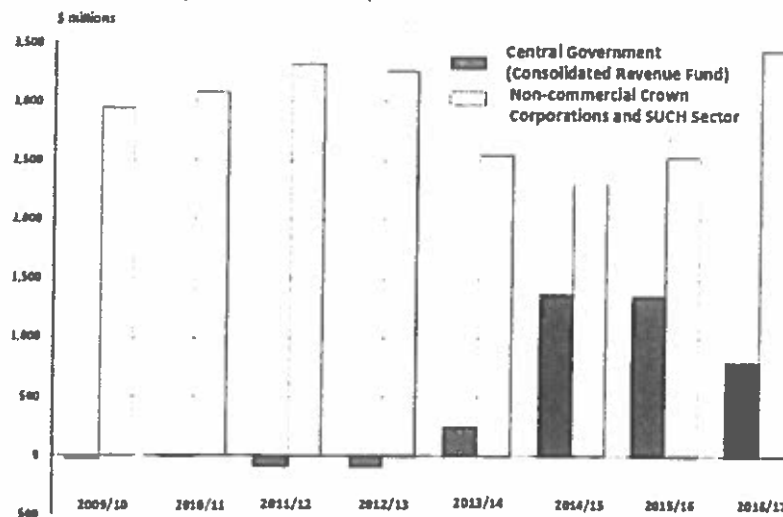
The Province's debt and cash management plan is also integral to achieving its overall *Budgets and Three-Year Fiscal Plan* targets. Chart 4 illustrates how capital spending forecasts – largely financed through provincial borrowing – have changed compared to original budget projections over the last 8 years for selected provincial agencies.

Chart 4 Capital spending changes from budget forecast



Management of surplus cash balances is also a key part of helping to ensure that provincial borrowing needs are minimized where possible. Chart 5 shows that opportunities still remain for working with Crown corporations and broader SUCH agencies to reduce surplus cash balances as alternatives to borrowing.

Chart 5 Provincial year-end cash and equivalent balances



Appendix 1

The existence of well-structured and effective management, reporting, accountability and risk identification and mitigation systems throughout the provincial public sector are critical in helping the Province to manage its overall operations and finances.

As part of its planning and development work, the Ministry of Finance is undertaking a review and assessment of the quality of financial and other information impacting baseline assumptions to be used for developing *Budget 2018 and Three-Year Fiscal Plan* (Fiscal Sustainability Review).

The mandate of this Review is to assess the quality of financial and other information produced and submitted by certain significant Crown corporations and SUCH sector entities to the Province, and to identify ways that will enhance the Province's ability to manage forecast changes and risks to its overall fiscal plan – and therefore fiscal sustainability – in the near and longer term.

The Insurance Corporation of British Columbia is one such entity to be reviewed and the government expects that these Review findings will further assist in a broader operational review planned for the corporation by the ministry responsible.



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

107 Third Avenue, PO Box 69
Village of Queen Charlotte, BC V0T 1S0
Tel: (250)559-8471 Fax: (250)559-8849
www.sd50.bc.ca

October 19, 2017



Re: French Immersion



I am writing to provide you with an update on the enrolment and status of the French Immersion Program that is currently running at Sk'aadga Naay Elementary School.

As of September 30, 2017, there were fewer than 12 students enrolled in the program. School District 50 Haida Gwaii Board Policy C.6. directs that:

- classes will be closed down if the number enrolled in the program is below 12 by September 30, and that
- The district shall give the remainder of the year as notice to parents/guardians of the closing of the class and will not offer French Immersion to that cohort the next school year.

As such, the French Immersion Program will continue until June 29th of 2018. The program will not be offered in the 2018-19 school year.

Students who are completing Grade 6 this year will be transitioned to a Grade 7 class in a regular English program for September of 2018.

Please contact me if you have any questions or concerns regarding this change.

Sincerely,

Dawna Day
Superintendent
cc. Trustees

2400P

SUBSTITUTE TEACHER (without BC certification)

Adopted: November 1999
Last Revision: December 2006

POLICY

In accordance with the provisions of the *School Act*, the Board of School Trustees of School District No. 50 (Haida Gwaii/Queen Charlotte) may make provision for the employment of substitute teachers without BC Certification.

PROCEDURE

Effective December 1st, 2006 the rate for substitute teachers without BC Certification shall be one hundred fifty dollars (\$150.00) for each day inclusive of holiday pay.

[Back to Top](#)



October 24, 2017

Ref: 196771

Dear Superintendents:

Re: Changes to Grades 10-12 Implementation Schedule

I am writing to update you on the implementation of the new provincial curriculum for Grades 10 to 12, and the associated changes to the 2018 Graduation Program.

Implementing the new curriculum is a major priority for government: it is highlighted as a key objective in the Minister's mandate letter from the Premier; and, is an important foundation from which we will continue to improve the quality and outcomes of the BC education system. As such, we are committed to ensuring the provincial curriculum rollout from Kindergarten to Grade 12 is successful.

As you know, the draft curriculum for Grades 10 to 12 has been available for use and feedback since July 2016, with the original aim to fully implement the new curriculum in the beginning of July 2018. The new curriculum contains fully updated course content for every subject area with a focus on big ideas and core competencies, including Aboriginal content, and in the case of some subject areas, completely new course structures. Associated with the rollout of the new curriculum are changes to the 2018 Graduation Program, which includes two new provincial graduation assessments and a renewed focus on career education.

Many teachers have begun implementing and exploring the new curriculum in their classrooms. The Ministry of Education continues to receive positive feedback as the momentum builds toward the full implementation of the renewed curriculum. However, at the same time, we have also heard from many educators and partner groups that more time is required to ensure the Ministry of Education, teachers, administrators and post-secondary institutions—along with students and parents—are fully prepared.

To most effectively prepare for a successful implementation, the following changes have been made to the implementation schedule:

- a) **Grade 10:** As scheduled, full implementation of the new curriculum for all subject areas in Grade 10 will be effective July 2018. The Grade 10 curriculum documents will be finalized and available for use by April 2018.

.../2

- b) **Grades 11 and 12:** Grade 11 and 12 courses will receive one additional year of transition support prior to full implementation in July 2019. The Grade 11 and 12 curriculum will also be finalized and available online June 30, 2018.
- c) **Numeracy Assessment:** The provincial graduation numeracy assessment will be implemented for the first time in January 2018, with subsequent sessions in June and August 2018.
- d) **Literacy Assessment:** The provincial graduation literacy assessment will align with the implementation of the Grade 11 and 12 curriculum, and the first administration will now be scheduled for January 2020.

During the extended implementation period, the Ministry will be working with school districts and our education partners to update our curriculum implementation support strategy to help ensure readiness across the education system.

We recognize the wide range of implementation readiness across the education system. This new timeline to implement the Grade 11 and 12 curriculum allows schools and districts to further explore the new curriculum. It also enables teachers to embed concepts found in the draft curriculum into the current course structures such as integrating core competencies or learning and understanding about Aboriginal worldviews and perspectives.

We are committed to ensuring ongoing improvements across our education system. We would like to ensure the vision for the provincial education program, aligns with the system's readiness to adopt these new practices in ways that will result in measurable improvements for all students.

Thank you for your partnership in transforming BC's education system. If you have any further questions, please contact Suzanne Hoffman, Superintendent of Learning Transformation by phone at (604) 418-5287 or by email at Suzanne.Hoffman@gov.bc.ca.

Sincerely,



D. Scott MacDonald
Deputy Minister

pc: Board of Education Chairs
Tom Longridge, President, BCSSA
Kevin Reimer, President, BCPVPA
Suzanne Hoffman, Superintendent, Learning Transformation, Ministry of Education



HAIDA GWAII SCHOOL DISTRICT NO. 50 BOARD POLICY MANUAL

1.0 AIMS

Adopted: November 24, 1998

Last Revision: _____

Rationale

The Haida Gwaii School Board 50 is tasked with the governance and student learning outcomes of the District. In order to achieve this the Board has created these aims to guide this purpose.

1.0 Board Governance Priorities

Haida Gwaii provides unique opportunities to our District not available elsewhere.

The Board is committed to work toward success of every student in the District. Empower student voice

Haida Gwaii School District 50 priorities are rooted in the four Haida Gwaii laws of
Yah'gudang – Respect; and

Ask first

Make it right

Waldukaan' (x kil) – Everything is connected to everything.

1.1 In this regard, SD50 will gauge successful governance by meeting the following core conditions to support student growth. These are the Haida Gwaii School District 50's guiding principles:

- i. Safety – ensure the cultural, physical, mental, spiritual, emotional and psychological safety of all persons.
- ii. Equity- a state where students, parents, staff, stakeholders, and elders have fair opportunities to succeed. To realize equity the Board recognizes and addresses the inequities of privilege, oppression and racism in our District.
- iii. Empathy – students, parents, and staff are supported and have access to resources.
- iv. Dignity – The Board recognizes the existence of power imbalances, trauma and diversity and acknowledges every person's right to dignity.

1.2 Truth and Reconciliation Calls to Action

Haida Gwaii School District 50 recognizes the work of the Truth and Reconciliation Commission and is committed to implementing the action items in the district.

1.3 Strategic Planning

The Haida Gwaii School Board is an ever-changing governance team. Setting team governance goals is an essential part of successful governance.

1.3.1 The Board will set a timeframe of meeting Strategic Planning requirements:

- i. Dates of Strategic Planning Session are set out in Board Schedule every June.



HAIDA GWAII SCHOOL DISTRICT NO. 50 BOARD POLICY MANUAL

1.3.2 Each Board Governance team will find their own method of planning; ensuring processes meet the expectations defined in the Aims policy.

1.3.3 The method of strategic planning will involve the following components:

i. a time frame for

- a) Construction
- b) Communication
- c) Implementation
- d) Review

ii. Setting a manageable amount of goals to be achieved within the timeframe of the plan

1.3.4 The Board will refer to the *Truth and Reconciliation Calls to Action* when strategic planning.

1.4 Policy

Haida Gwaii School District 50 policy form the framework in which:

- i. the duties of the District Superintendent can be executed, and
- ii. the priorities of the Aims policy are implemented in the district
- iii. fulfil the mandate of the Ministry

DRAFT

FINANCE VOUCHER

REGULAR BOARD MEETING

BOARD MEETING:

October 23, 2017

AGENDA ITEM:

Finance Voucher September 30, 2017

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

A/P Cheques Computer Generated	September 30, 2017	\$169,942.32	
ePayments	September 30, 2017	\$331,684.49	
Quick Pays	September 30, 2017	\$155,879.85	
TOTAL Accounts Payable.....	September 30, 2017		\$657,506.66
Teachers	15-Sep	\$93,850.00	
AO/Exempt	15-Sep	\$30,800.00	
Teachers	30-Sep	\$115,017.26	
AO/Exempt	30-Sep	\$42,116.12	\$281,783.38
CUPE	2-Sep	\$28,213.49	
Casuals	2-Sep	\$4,925.14	
TOC's	2-Sep	\$0.00	
CUPE	16-Sep	\$49,622.55	
Casuals	16-Sep	\$4,316.24	
TOC's	16-Sep	\$4,303.27	
CUPE	30-Sep	\$50,768.03	
Casuals	30-Sep	\$10,249.96	
TOC's	30-Sep	\$7,034.50	
			\$159,433.18
TOTAL Payroll.....	September 30, 2017		\$441,216.56
TOTAL A/P and Payroll			<u>\$1,098,723.22</u>

RECOMMENDATION:

1. THAT the Board of School Trustees receive for information Accounts Payable and Payroll totaling \$1,098,723.22 for the month of September

SCHOOL DISTRICT NO. 50
CHEQUE REGISTER AS OF September 30, 2017

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
57483	9/8/2017	BC Hydro & Power Authority	\$ 12,406.90
57484	9/8/2017	Jorgenson Lockers	\$ 796.00
57485	9/8/2017	Professional Mechanical Ltd.	\$ 90,982.50
57486	9/8/2017	Ministry of Finance	\$ 7,877.50
57487	9/8/2017	Skeena QC Regional District (I	\$ 50.00
57488	9/8/2017	Staples Desjardins Card Service	\$ 812.04
57489	9/8/2017	Telus Commuications Company	\$ 48.31
57490	9/8/2017	UPS Canada	\$ 56.41
57491	9/8/2017	X10 Networks	\$ 3,675.00
57492	9/8/2017	Petty Cash	\$ 98.59
57493	9/13/2017	Diane Brown	\$ 250.00
57494	9/13/2017	Roy Collison	\$ 250.00
57495	9/13/2017	Kiku Dhanwant	\$ 169.58
57496	9/13/2017	May Russ	\$ 250.00
57497	9/13/2017	Staples Desjardins Card Service	\$ 1,227.70
57498	9/13/2017	Ron Wilson	\$ 250.00
57499	9/13/2017	Lonnie Young	\$ 250.00
57500	9/13/2017	Diane Brown	\$ 50.00
57501	9/21/2017	April Johnson	\$ 444.00
57502	9/21/2017	BCASBO	\$ 315.00
57503	9/21/2017	Global Industrial Canada Inc	\$ 3,638.61
57504	9/21/2017	Greater Massett Development Co	\$ 92.40
57505	9/21/2017	Kone Inc.	\$ 1,930.89
57506	9/21/2017	Mountain Equipment Co-Op	\$ 352.80
57507	9/21/2017	Murrelet Trading Company	\$ 1,036.00
57508	9/21/2017	Nebs Business Products Limited	\$ 1,514.01
57509	9/21/2017	Pitney Bowes Leasing	\$ 119.14
57510	9/21/2017	Scholar's Choice	\$ 160.36
57511	9/21/2017	Staples Desjardins Card Service	\$ 287.04
57512	9/21/2017	Super Valu Store No. 43	\$ 87.70
57513	9/21/2017	Telus Commuications Company	\$ 193.24
57514	9/26/2017	Dadens Industries (2009) Ltd.	\$ 38,981.25
57515	9/26/2017	J & F Distributors	\$ 1,277.25
57516	9/26/2017	Pitney Bowes Leasing	\$ 12.10
TOTALS			\$ 169,942.32

SCHOOL DISTRICT NO. 50
eREGISTER AS OF SEPTEMBER 30, 2017

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
9/8/2017	Apple Canada Inc. C3120	10662	\$ 5,847.10	7794
9/8/2017	Bandstra Transportation	10663	\$ 3,299.75	7794
9/8/2017	Bastion Trophies	10664	\$ 205.80	7794
9/8/2017	BC School Sports	10665	\$ 376.50	7794
9/8/2017	Big Red Enterprises LTD.	10666	\$ 2,520.50	7794
9/8/2017	British Columbia Safety Authority	10667	\$ 1,875.00	7794
9/8/2017	Charlotte Island Tires LTD.	10668	\$ 704.92	7794
9/8/2017	Coastal Propane Inc.	10669	\$ 24,884.26	7794
9/8/2017	Craven Huston Powers Architects	10670	\$ 3,034.50	7794
9/8/2017	Family Services Of Greater Vancouver	10671	\$ 4,353.52	7794
9/8/2017	Graydon Security Systems	10672	\$ 314.48	7794
9/8/2017	Haida Gwaii Consumers Co-operative	10674	\$ 409.49	7794
9/8/2017	Harris & Company	10675	\$ 367.59	7794
9/8/2017	Insight Canada Inc.	10676	\$ 1,408.63	7794
9/8/2017	Koffman Kalef	10677	\$ 479.68	7794
9/8/2017	MCONNELL, VOELKL	10678	\$ 10,500.00	7794
9/8/2017	North Arm Transportation LTD.	10679	\$ 2,899.21	7794
9/8/2017	North Coast Regional District	10680	\$ 128.00	7794
9/8/2017	North Coast Supply Co. LTD.	10681	\$ 146.27	7794
9/8/2017	Northern Industrial Sales	10682	\$ 132.30	7794
9/8/2017	Rootham Services Group Incl	10683	\$ 2,722.24	7794
9/8/2017	School Specialty Canada	10684	\$ 61.07	7794
9/8/2017	Schoolhouse Publications Inc.	10685	\$ 859.87	7794
9/8/2017	SCS Materials Engineers Ltd.	10686	\$ 3,954.34	7794
9/8/2017	Spectrum Educational Supplies LTD.	10687	\$ 905.21	7794
9/8/2017	SOX Dance Company	10688	\$ 630.00	7794
9/8/2017	Tlc Automotive Services LTD.	10689	\$ 411.58	7794
9/8/2017	Village Of Port Clements	10690	\$ 501.00	7794
9/8/2017	Western Campus Resources	10691	\$ 93.18	7794
9/8/2017	Xerox Canada Ltd.	10692	\$ 2,042.16	7794
9/8/2017	Verena Gibbs	10694	\$ 113.82	7794
9/8/2017	Marylynn A. Hunt	10695	\$ 97.38	7794
9/8/2017	Tiffany Lavoie	10696	\$ 1,818.00	7794
9/8/2017	Sk'aadgaa Naay Elementary School	10697	\$ 100.50	7794
9/8/2017	Marcia Watkins	10698	\$ 387.22	7794
9/8/2017	Harmony Williams	10699	\$ 111.99	7794
9/13/2017	Apple Canada Inc. C3120	10700	\$ 67.14	7800
9/13/2017	Fast Fuel Limited Partnership	10701	\$ 63.60	7800
9/13/2017	Fictorie Construction Management L	10702	\$ 136,702.77	7800
9/13/2017	Haida Gwaii Consumers Co-operative	10703	\$ 1,905.94	7800
9/13/2017	Insight Canada Inc.	10704	\$ 599.19	7800

SCHOOL DISTRICT NO. 50
eREGISTER AS OF SEPTEMBER 30, 2017

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
9/13/2017	Queen Charlotte Youth Education Society	10705	\$ 662.70	7800
9/13/2017	Monk Office Supply LTD.	10706	\$ 5,653.94	7800
9/13/2017	Agnes L Mathers Principal's in Trust	10707	\$ 168.00	7800
9/13/2017	Colleen J. Beachy	10708	\$ 77.58	7800
9/13/2017	Verena Gibbs	10709	\$ 177.11	7800
9/13/2017	Steven Goffic	10710	\$ 658.96	7800
9/13/2017	Port Clements School Principal's in Trust	10711	\$ 30.20	7800
9/13/2017	Shelley Sansome	10712	\$ 112.36	7800
9/13/2017	Lisa Ann Waring	10713	\$ 202.99	7800
9/13/2017	Nadine Whittle	10714	\$ 221.49	7800
9/21/2017	Aaron-Mark Services	10715	\$ 508.77	7814
9/21/2017	Atwell Family Foods	10716	\$ 327.37	7814
9/21/2017	Bandstra Transportation	10717	\$ 2,502.53	7814
9/21/2017	BC School Sports	10718	\$ 376.50	7814
9/21/2017	Black Press Ltd.	10719	\$ 755.94	7814
9/21/2017	Coastal Propane Inc.	10720	\$ 18,703.47	7814
9/21/2017	Craven Huston Powers Architects	10721	\$ 19,865.75	7814
9/21/2017	Graydon Security Systems	10722	\$ 314.48	7814
9/21/2017	Haida Gwaii Consumers Co-operative	10723	\$ 781.31	7814
9/21/2017	Haida Gwaii Trader.com	10724	\$ 123.90	7814
9/21/2017	Harris & Company	10725	\$ 100.80	7814
9/21/2017	Insight Canada Inc.	10726	\$ 704.90	7814
9/21/2017	Nelson Education LTD.	10727	\$ 4,627.44	7814
9/21/2017	Observer Publishing CO LTD.	10728	\$ 1,437.45	7814
9/21/2017	Pebt, IN Trust	10729	\$ 8,510.12	7814
9/21/2017	Qay'llnagaay Heritage Centre	10730	\$ 100.00	7814
9/21/2017	Quality Classrooms	10731	\$ 881.25	7814
9/21/2017	Queen Charlotte Electronics	10732	\$ 1,626.73	7814
9/21/2017	Rootham Services Group Incl	10733	\$ 2,006.21	7814
9/21/2017	School Specialty Canada	10734	\$ 257.49	7814
9/21/2017	Schoolhouse Publications Inc.	10735	\$ 182.82	7814
9/21/2017	Skyline Athletics	10736	\$ 319.70	7814
9/21/2017	Spectrum Educational Supplies LTD.	10737	\$ 1,874.62	7814
9/21/2017	Supreme Office Products	10738	\$ 279.60	7814
9/21/2017	Utp Inc. Distribution Division	10739	\$ 1,899.75	7814
9/21/2017	Village Of Masset	10740	\$ 400.00	7814
9/21/2017	Western Campus Resources	10741	\$ 450.45	7814
9/21/2017	Xerox Canada Ltd.	10742	\$ 929.41	7814
9/21/2017	Zep Sales & Services of Canada	10743	\$ 19,019.77	7814
9/21/2017	Agnes L Mathers Principal's in Trust	10744	\$ 165.87	7814

SCHOOL DISTRICT NO. 50
eREGISTER AS OF SEPTEMBER 30, 2017

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
9/21/2017	Ryan Brown	10745	\$ 501.38	7814
9/21/2017	Reginald Davidson	10746	\$ 917.66	7814
9/21/2017	J. Kim Goetzinger	10747	\$ 408.30	7814
9/21/2017	Ian J. Keir	10748	\$ 119.78	7814
9/21/2017	Tiffany Lavoie	10749	\$ 3,636.00	7814
9/21/2017	Lao Peerless	10750	\$ 493.96	7814
9/21/2017	Jenna Perry	10751	\$ 400.00	7814
9/21/2017	Tannah Salomons	10752	\$ 275.00	7814
9/21/2017	Derek J. Seifert	10753	\$ 735.00	7814
9/21/2017	Zoe Sikora	10754	\$ 67.14	7814
9/26/2017	Apple Canada Inc. C3120	10755	\$ 138.88	7818
9/26/2017	Atwell Family Foods	10756	\$ 135.40	7818
9/26/2017	Haida Gwaii Consumers Co-operative	10757	\$ 926.11	7818
9/26/2017	Insight Canada Inc.	10758	\$ 305.18	7818
9/26/2017	SQX Dance Company	10759	\$ 216.56	7818
9/26/2017	Utp Inc. Distribution Division	10760	\$ 103.32	7818
9/26/2017	Xerox Canada Ltd.	10761	\$ 21.58	7818
9/26/2017	Ian J. Keir	10762	\$ 241.79	7818
9/26/2017	Bryan Lowrie	10763	\$ 279.99	7818
9/26/2017	Tahayghen Principal's IN Trust	10764	\$ 730.00	7818
9/29/2017	Judy Hadcock	10673	\$ 2,625.00	7794
9/29/2017	Ryan Brown	10693	\$ 2,371.03	7794
TOTALS			\$ 331,684.49	

SCHOOL DISTRICT NO. 50
QUICK PAY REGISTER AS OF SEPTEMBER 30, 2017

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
625902	9/5/2017	Yvette Marie Emerson	\$ 482.00
613605	9/8/2017	Canada Customs And Revenue	\$ 4,560.64
613732	9/8/2017	Canada Customs And Revenue	\$ 6,944.57
237360	9/8/2017	Municipal Pension Plan	\$ 4,444.43
613980	9/14/2017	Canada Customs And Revenue	\$ 390.72
607987	9/14/2017	Canada Customs And Revenue	\$ 201.22
237751	9/14/2017	Municipal Pension Plan	\$ 4,943.19
237748	9/14/2017	Teachers' Pension Plan	\$ 23,365.58
636747	9/18/2017	MINISTER OF FINANCE	\$ 4,125.00
636404	9/18/2017	MINISTER OF FINANCE	\$ 5,250.00
614952	9/19/2017	Telus	\$ 920.10
4000028707	9/19/2017	BC Hydro & Power Authority	\$ 7,607.35
614244	9/19/2017	Telus Communications (Bc)	\$ 2,874.25
636056	9/20/2017	Pacific Blue Cross	\$ 9,243.52
636141	9/20/2017	Pacific Blue Cross	\$ 3,568.04
601006	9/22/2017	Canada Customs And Revenue	\$ 45,420.00
627342	9/22/2017	Canada Customs And Revenue	\$ 11,575.00
601602	9/22/2017	Canada Customs And Revenue	\$ 4,440.00
238524	9/22/2017	Municipal Pension Plan	\$ 7,174.58
607238	9/25/2017	Canada Customs And Revenue	\$ 7,867.66
604452	9/29/2017	Yvette Marie Emerson	\$ 482.00
TOTALS			\$ 155,879.85

MEMORANDUM

**SCHOOL
DISTRICT NO. 50
Haida Gwaii**

TO Shelley Sansome
Secretary-Treasurer

FROM Moira Dubasov
Assistant Secretary-Treasurer

SUBJECT: Teachers Payroll for..... September

DATE 17-Oct-17

Period Ending	Pay Period	Payroll Group	Net Amount
15-Sep	PP#1-9Adv	Teachers	\$ 93,850.00
15-Sep	PP#1-9Adv	AO/Exempt	\$ 30,800.00
30-Sep	PP#1-9	Teachers	\$ 115,017.26
30-Sep	PP#1-9	AO/Exempt	\$ 42,116.12
Total Net Pay			\$281,783.38

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

TO Shelley Sansome
Secretary-Treasurer

FROM Moira Dubasov
Assistant Secretary-Treasurer

SUBJECT: Non-Teachers Payroll for... September

DATE 17-Oct-17

Period Ending	Pay Period	Payroll Group	Net Amount
2-Sep	PP #2-18	CUPE	\$ 28,213.49
2-Sep	PP #2-18	Casuals	\$ 4,925.14
2-Sep	PP #2-18	TOC's	\$ -
16-Sep	PP #2-19	CUPE	\$ 49,622.55
16-Sep	PP #2-19	Casuals	\$ 4,316.24
16-Sep	PP #2-19	TOC's	\$ 4,303.27
30-Sep	PP #2-20	CUPE	\$ 50,768.03
30-Sep	PP #2-20	Casuals	\$ 10,249.96
30-Sep	PP #2-20	TOC's	\$ 7,034.50
Total Net Pay			\$ 159,433.18

FINANCE VOUCHER

REGULAR BOARD MEETING

BOARD MEETING:

November 28, 2017

AGENDA ITEM:

Finance Voucher October 31, 2017

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

A/P Cheques Computer Generated	October 31, 2017	\$89,216.91	
ePayments	October 31, 2017	\$619,324.07	
Quick Pays	October 31, 2017	\$330,514.01	
TOTAL Accounts Payable.....	October 31, 2017		\$1,039,054.99
Teachers	14-Oct	\$93,850.00	
AO/Exempt	14-Oct	\$30,800.00	
Teachers	31-Oct	\$118,261.71	
AO/Exempt	31-Oct	\$40,380.68	\$283,292.39
CUPE	14-Oct	\$50,301.45	
Casuals	14-Oct	\$8,654.44	
TOC's	14-Oct	\$10,117.49	
CUPE	28-Oct	\$53,502.49	
Casuals	28-Oct	\$10,062.76	
TOC's	28-Oct	\$11,556.78	
			\$144,195.41
TOTAL Payroll.....	October 31, 2017		\$427,487.80
TOTAL A/P and Payroll			\$1,466,542.79

RECOMMENDATION:

1. THAT the Board of School Trustees receive for information Accounts Payable and Payroll totaling \$1,466,542.79 for the month of October

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

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
57517	10/6/2017	Bcsta Northwest Branch	\$ 300.00
57518	10/6/2017	Laurie Chisholm	\$ 234.00
57519	10/6/2017	Receiver General	\$ 866.03
57520	10/6/2017	Global Industrial Canada Inc	\$ 5,846.83
57521	10/6/2017	Great-West Life	\$ 700.68
57522	10/6/2017	Great West Life	\$ 1,033.54
57523	10/6/2017	Green Gaia	\$ 161.20
57524	10/6/2017	Learning Without Tears	\$ 143.58
57525	10/6/2017	London Life Insurance Company	\$ 1,161.61
57526	10/6/2017	Marlee Olson	\$ 182.00
57527	10/6/2017	Pearson Education Canada, School	\$ 127.62
57528	10/6/2017	SSQ INSURANCE COMPANY	\$ 45.80
57529	10/6/2017	Staples Desjardins Card Service	\$ 292.79
57530	10/6/2017	Telus Commuications Company	\$ 48.31
57531	10/6/2017	Terrace Carpet Centre Ltd.	\$ 21,626.30
57532	10/6/2017	Katherine Wall	\$ 234.00
57533	10/6/2017	Westpoint Automotive	\$ 240.04
57534	10/13/2017	Chown Enterprises Inc.	\$ 404.25
57535	10/17/2017	BC Hydro & Power Authority	\$ 3,325.08
57536	10/17/2017	Charlisle Clothiers LTD.	\$ 145.26
57537	10/19/2017	Autism Awareness Centre Inc.	\$ 90.90
57538	10/19/2017	EFS E-Forensic Services	\$ 3,289.14
57539	10/19/2017	Fitter International Inc.	\$ 14,992.43
57540	10/19/2017	Iron Spear	\$ 5,898.48
57541	10/19/2017	IXL Learning	\$ 675.00
57542	10/19/2017	J & F Distributors	\$ 58.14
57543	10/19/2017	Northern Food Equipment	\$ 2,567.23
57544	10/19/2017	Scholar's Choice	\$ 891.79
57545	10/19/2017	Jane Smith	\$ 2,323.30
57546	10/19/2017	Staples Desjardins Card Service	\$ 559.57
57547	10/19/2017	Super Valu Store No. 43	\$ 864.10
57548	10/19/2017	Telus Commuications Company	\$ 96.62
57549	10/19/2017	Westpoint Automotive	\$ 26.10
57550	10/26/2017	Isabel Creek Store	\$ 140.95
57551	10/26/2017	Staples Desjardins Card Service	\$ 387.04
57552	10/26/2017	George M Dawson Principal IN Trust	\$ 29.20
57553	10/31/2017	EFS E-Forensic Services	\$ 2,598.75
57554	10/31/2017	Greenbarn Potters Supply LTD.	\$ 1,168.51
57555	10/31/2017	NHA - Corporate	\$ 4,700.00
57556	10/31/2017	Northwest Zone Athletic Association	\$ 160.00
57557	10/31/2017	Office Essentials	\$ 128.80

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

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
57558	10/31/2017	Earl Phillips	\$ 9,028.13
57559	10/31/2017	Postage By Phone	\$ 1,000.00
57560	10/31/2017	Scholar's Choice	\$ 58.78
57561	10/31/2017	Southern Healthy Communities T	\$ 146.00
57562	10/31/2017	Westpoint Automotive	\$ 19.03
57563	10/31/2017	Petty Cash	\$ 200.00
TOTALS			\$ 89,216.91

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

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
10/6/2017	Aaron-Mark Services	10765	\$ 300.99	7848
10/6/2017	Atwell Family Foods	10766	\$ 306.50	7848
10/6/2017	BC Principals & Vice Principals' Association	10767	\$ 755.44	7848
10/6/2017	BC Teachers' Federation	10768	\$ 6,518.84	7848
10/6/2017	BC Teachers' Federation	10769	\$ 6,097.48	7848
10/6/2017	Charlotte Island Tires LTD.	10771	\$ 429.90	7848
10/6/2017	CUPE - Local 2020	10772	\$ 2,172.28	7848
10/6/2017	Grand & Toy	10773	\$ 212.64	7848
10/6/2017	Graydon Security Systems	10774	\$ 8,676.13	7848
10/6/2017	Haida Gwaii Consumers Co-operative	10776	\$ 667.58	7848
10/6/2017	Haida Gwaii Teachers' Association	10777	\$ 2,460.69	7848
10/6/2017	Haida Gwaii PVPA Association	10778	\$ 140.00	7848
10/6/2017	Robert & Rachel Houston	10779	\$ 234.00	7848
10/6/2017	Industrial Alliance	10780	\$ 63.30	7848
10/6/2017	Krueger, Tanya	10781	\$ 221.00	7848
10/6/2017	Morneau Shepell Ltd.	10782	\$ 1,343.40	7848
10/6/2017	Sian Nallaweg	10783	\$ 208.00	7848
10/6/2017	North Coast Supply Co. LTD.	10784	\$ 14.95	7848
10/6/2017	Northern Industrial Sales	10785	\$ 149.54	7848
10/6/2017	Port Air Cargo	10786	\$ 204.75	7848
10/6/2017	Purolator Courier LTD.	10787	\$ 27.60	7848
10/6/2017	Kathy Salanski	10788	\$ 156.00	7848
10/6/2017	Schoolhouse Publications Inc.	10789	\$ 203.77	7848
10/6/2017	Technical Safety BC	10770	\$ 67.00	7848
10/6/2017	Tlc Automotive Services LTD.	10790	\$ 90.70	7848
10/6/2017	Roberta Wagenstein	10791	\$ 182.00	7848
10/6/2017	Xerox Canada Ltd.	10792	\$ 1,088.81	7848
10/6/2017	Administrative Officers Pro D	10793	\$ 1,400.00	7848
10/6/2017	Colleen J. Beachy	10794	\$ 72.17	7848
10/6/2017	Deavlan Bradley	10795	\$ 223.89	7848
10/6/2017	Dawna Day	10797	\$ 804.46	7848
10/6/2017	Vicki D. Ives	10798	\$ 2,084.38	7848
10/6/2017	Joint Professional Development	10799	\$ 3,128.45	7848
10/6/2017	Rhonda McNeil	10800	\$ 234.00	7848
10/6/2017	Port Clements School Principal	10801	\$ 667.53	7848
10/6/2017	Megan Romas	10802	\$ 100.00	7848
10/6/2017	Shelley Sansome	10803	\$ 259.70	7848
10/6/2017	Sk'aadgaa Naay Elementary School PIT	10804	\$ 10,000.00	7848
10/13/2017	BC Air Filter LTD.	10805	\$ 428.46	7854
10/13/2017	Big Red Enterprises LTD.	10806	\$ 2,520.50	7854

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

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
10/13/2017	Eagle Transit LTD.	10807	\$ 1,635.00	7854
10/13/2017	Family Services Of Greater Vancouver	10808	\$ 4,725.26	7854
10/13/2017	North Arm Transportation LTD.	10809	\$ 5,467.86	7854
10/13/2017	Telus Communications (Bc) Inc.	10810	\$ 1,824.24	7854
10/13/2017	Village Of Port Clements	10811	\$ 1,055.37	7854
10/13/2017	Zep Sales & Services of Canada	10812	\$ 2,114.08	7854
10/13/2017	Jennifer C. Byrne-Wissink	10813	\$ 586.95	7854
10/13/2017	Tiffany Lavoie	10814	\$ 462.16	7854
10/17/2017	Black Press Ltd.	10815	\$ 1,014.97	7857
10/17/2017	Bro-Dart LTD.	10816	\$ 152.02	7857
10/17/2017	Fictorie Construction Management Ltd	10817	\$ 244,780.91	7857
10/17/2017	North Coast Occupational Therapy	10818	\$ 1,111.00	7857
10/17/2017	Xerox Canada Ltd.	10819	\$ 495.13	7857
10/17/2017	Dennis S. Baran	10820	\$ 422.41	7857
10/17/2017	J. Kim Goetzinger	10821	\$ 1,953.15	7857
10/17/2017	Marylynn A. Hunt	10822	\$ 250.00	7857
10/17/2017	Bernadette Marie	10823	\$ 828.90	7857
10/17/2017	Ruby Moody	10824	\$ 30.90	7857
10/17/2017	Sheila Wigmore	10825	\$ 66.00	7857
10/19/2017	Aaron-Mark Services	10826	\$ 48.01	7860
10/19/2017	Apple Canada Inc. C3120	10827	\$ 614.88	7860
10/19/2017	Atwell Family Foods	10828	\$ 568.86	7860
10/19/2017	Coastal Propane Inc.	10829	\$ 700.82	7860
10/19/2017	fdmt	10830	\$ 708.75	7860
10/19/2017	Fictorie Construction Management Ltd	10831	\$ 162,200.35	7860
10/19/2017	Full Moon Photo	10832	\$ 190.23	7860
10/19/2017	Grand & Toy	10833	\$ 3,003.53	7860
10/19/2017	Graydon Security Systems	10834	\$ 314.48	7860
10/19/2017	Haida Gwaii Consumers Co-operative	10835	\$ 1,780.42	7860
10/19/2017	Harris & Company	10836	\$ 486.08	7860
10/19/2017	Insight Canada Inc.	10837	\$ 590.17	7860
10/19/2017	Kms Tools And Equipment	10838	\$ 97.41	7860
10/19/2017	Monk Office Supply LTD.	10839	\$ 383.82	7860
10/19/2017	Northern Industrial Sales	10840	\$ 4,347.00	7860
10/19/2017	Powerschool Canada ULC	10841	\$ 1,426.88	7860
10/19/2017	Pebt, IN Trust	10842	\$ 8,510.12	7860
10/19/2017	School Specialty Canada	10843	\$ 252.79	7860
10/19/2017	Skyline Athletics	10844	\$ 776.01	7860
10/19/2017	Spectrum Educational Supplies LTD.	10845	\$ 580.74	7860
10/19/2017	Sportfactor Inc.	10846	\$ 277.70	7860

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

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
10/19/2017	SQX Dance Company	10847	\$ 238.22	7860
10/19/2017	Village Of Queen Charlotte	10848	\$ 2,092.68	7860
10/19/2017	Western Campus Resources	10849	\$ 808.77	7860
10/19/2017	Xerox Canada Ltd.	10850	\$ 2,176.65	7860
10/19/2017	Zep Sales & Services of Canada	10851	\$ 34.65	7860
10/19/2017	Jennifer C. Byrne-Wissink	10852	\$ 151.44	7860
10/19/2017	Christine Cunningham	10853	\$ 119.25	7860
10/19/2017	Tawni-Marie Davidson	10854	\$ 313.83	7860
10/19/2017	Mary L Disney	10855	\$ 73.59	7860
10/19/2017	Jessie Fletcher	10856	\$ 150.00	7860
10/19/2017	Irene Klein	10857	\$ 58.30	7860
10/19/2017	Claudette L Lavoie	10858	\$ 25.00	7860
10/19/2017	Sophie Peerless	10859	\$ 99.00	7860
10/19/2017	Tahayghen Principal's IN Trust	10860	\$ 100.00	7860
10/19/2017	Sheila Wigmore	10861	\$ 102.00	7860
10/26/2017	FirstCanada ULC	10862	\$ 56,514.13	7863
10/26/2017	Hecate 'Junk It'	10863	\$ 1,325.63	7863
10/26/2017	Ian J. Keir	10864	\$ 119.84	7863
10/26/2017	Kimberley P. Madore	10865	\$ 62.89	7863
10/26/2017	Warren McIntyre	10866	\$ 63.14	7863
10/26/2017	Port Clements School Principal's in Trust	10867	\$ 354.94	7863
10/26/2017	Leighann Rodger	10868	\$ 67.40	7863
10/26/2017	Megan Romas	10869	\$ 912.42	7863
10/26/2017	Joanne Yovanovich	10870	\$ 739.41	7863
10/31/2017	Judy Hadcock	10775	\$ 2,625.00	7848
10/31/2017	Ryan Brown	10796	\$ 2,371.03	7848
10/31/2017	Artstarts IN Schools	10871	\$ 5,280.00	7868
10/31/2017	Atwell Family Foods	10872	\$ 254.32	7868
10/31/2017	BC School Superintendents' Ass.	10873	\$ 787.50	7868
10/31/2017	Black Press Ltd.	10874	\$ 110.00	7868
10/31/2017	Bro-Dart LTD.	10875	\$ 159.70	7868
10/31/2017	Canadian Freightways Limited	10876	\$ 388.68	7868
10/31/2017	Craven Huston Powers Architects	10877	\$ 8,817.59	7868
10/31/2017	Grand & Toy	10878	\$ 253.02	7868
10/31/2017	Haida Gwaii Consumers Co-operative	10879	\$ 988.14	7868
10/31/2017	Haida Gwaii Trader.com	10880	\$ 42.00	7868
10/31/2017	MCONNELL, VOELKL	10881	\$ 10,407.09	7868
10/31/2017	Nelson Education LTD.	10882	\$ 1,412.88	7868
10/31/2017	Purolator Courier LTD.	10883	\$ 64.64	7868
10/31/2017	School Specialty Canada	10884	\$ 847.47	7868
10/31/2017	Technical Safety BC	10885	\$ 149.00	7868

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

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
239803	10/6/2017	Municipal Pension Plan	\$ 12,639.40
239802	10/6/2017	Teachers' Pension Plan	\$ 1,112.08
604677	10/6/2017	Canada Customs And Revenue	\$ 45,183.84
616323	10/6/2017	Canada Customs And Revenue	\$ 18,362.59
604460	10/6/2017	Canada Customs And Revenue	\$ 8,201.87
618852	10/10/2017	Workers' Compensation Board	\$ 7,471.12
240191	10/13/2017	Municipal Pension Plan	\$ 5,536.46
616117	10/13/2017	Canada Customs And Revenue	\$ 2,063.09
627712	10/13/2017	Canada Customs And Revenue	\$ 140.82
604848	10/13/2017	Canada Customs And Revenue	\$ 390.70
240190	10/13/2017	Teachers' Pension Plan	\$ 122,965.69
606459	10/17/2017	Pacific Blue Cross	\$ 10,747.96
606918	10/17/2017	Pacific Blue Cross	\$ 4,032.64
606578	10/18/2017	MINISTER OF FINANCE	\$ 6,450.00
606264	10/18/2017	MINISTER OF FINANCE	\$ 4,125.00
240819	10/20/2017	Municipal Pension Plan	\$ 12,230.70
240817	10/20/2017	Teachers' Pension Plan	\$ 1,362.92
613351	10/24/2017	Canada Customs And Revenue	\$ 45,420.00
82402	10/24/2017	Canada Customs And Revenue	\$ 2,940.00
620666	10/24/2017	Canada Customs And Revenue	\$ 17,624.91
615961	10/26/2017	Telus	\$ 1,030.22
611157	10/31/2017	Yvette Marie Emerson	\$ 482.00
TOTALS			\$ 330,514.01

MEMORANDUM

**SCHOOL
DISTRICT NO. 50
Haida Gwaii**

TO Shelley Sansome
Secretary-Treasurer

FROM Moira Dubasov
Assistant Secretary-Treasurer

SUBJECT: Teachers Payroll for..... October

DATE 14-Nov-17

Period Ending	Pay Period	Payroll Group	Net Amount
14-Oct	PP#1-10Adv	Teachers	\$ 93,850.00
14-Oct	PP#1-10Adv	AO/Exempt	\$ 30,800.00
31-Oct	PP#1-10	Teachers	\$ 118,261.71
31-Oct	PP#1-10	AO/Exempt	\$ 40,380.68
Total Net Pay			\$283,292.39

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

TO Shelley Sansome
Secretary-Treasurer

FROM Moira Dubasov
Assistant Secretary-Treasurer

SUBJECT: Non-Teachers Payroll for... October

DATE 14-Nov-17

Period Ending	Pay Period	Payroll Group	Net Amount
14-Oct	PP #2-21	CUPE	\$ 50,301.45
14-Oct	PP #2-21	Casuals	\$ 8,654.44
14-Oct	PP #2-21	TOC's	\$ 10,117.49
28-Oct	PP #2-22	CUPE	\$ 53,502.49
28-Oct	PP #2-22	Casuals	\$ 10,062.76
28-Oct	PP #2-22	TOC's	\$ 11,556.78
Total Net Pay			\$ 144,195.41

Haida Gwaii
Enrolment
FOR 2017/18

SCHOOLS	K	K Full-day	1	2	3	4	5	6	7	8	9	10	11	12	Ungraded	Adult Students	Headcount	FTE Students
Agnes L Mathers Elem -Secondary		3	4	2	3	6	5	4	7							0	34	34.000
Gidqalaang Kuuyas Naay Secondary										31	38	20	16	36		0	141	138.500
Port Clements Elementary		2	6	4	4	3	4	5	7							0	35	35.000
Sk'aadqaa Naay Elementary School		17	18	22	17	17	14	20	16							0	141	141.000
Tahayghen Elementary School		8	6	5	6	6	3	14	14							0	62	62.000
Gudangaay Tiats'gaa Naay Secondary										14	25	14	22	18		0	93	93.125
Distributed Learning										0	2	1	4	18	2	2	29	14.125
Total	0	30	34	33	30	32	26	43	44	45	63	34	38	54		2	535	517.750

503.625

30

97

145

142

92



September 18, 2017

VAN-E4700-15-1

Ms. Dawna Day, Superintendent
Haida Gwaii School District #050
PO Box 69
Queen Charlotte City BC V0T 1S0

Dear Superintendent:

Re: Nominal Roll Compliance Review 2017-2018

As per the attached correspondence to the Ministry of Education (Appendix A), we are writing to advise that Indigenous and Northern Affairs Canada (INAC) will be conducting the 2017-18 Education Program Nominal Roll Reviews commencing in October 2017. The purpose of the review is to determine funding eligibility, adherence to established standards, and data quality of the Nominal Roll submissions pertaining to on-reserve students attending public schools in your district as per the attached *2017-18 School District/Public School Nominal Roll List* (Appendix B). These reviews will be conducted via telephone/facsimile/email communication.

To determine student eligibility we are requesting the following information:

- a) school register for students living on-reserve which includes the student's full name, civic and mailing address (if different), grade level, date of birth, and gender;
- b) records of on-reserve students who are new to or have left the school since September 29, 2017;
- c) daily attendance record for the period of September 5th to October 13th, 2017 for each on-reserve student;
- d) confirmation that selected courses lead to a regular or adult Dogwood diploma, based on the following information for the period of September 5th to October 15th, 2017, is needed for all adult learners:
 - timetables,
 - course plans (Individual Education Plans), and
 - progress reports



The Nominal Roll Compliance Review Guide (Appendix C) is enclosed for your reference.

Please submit all student information from your identified district on or before **Friday October 20, 2017** to the attention of the Program Review Team, via email at AANDC.PRT-ERP.AADNC@aandc-aadnc.gc.ca or via facsimile to (604) 775-7149. Please inform Taryn Bell via email at Taryn.Bell@aandc-aadnc.gc.ca if the method of sending the information is by facsimile.

If you have any questions or concerns, please contact the Program Review Team by email at AANDC.PRT-ERP.AADNC@aandc-aadnc.gc.ca, by phone at (604) 775-5100 or by facsimile to (604) 775-7149 to the attention of Program Review Team.

Yours truly,



Charlene Lal
Manager, Program Review Team
INAC BC Region
600 – 1138 Melville Street
VANCOUVER BC V6E 4S3

Encl: Appendix A - Letter to Ministry of Education
Appendix B - 2017-18 School District/Public School Nominal Roll List
Appendix C - 2017-18 Nominal Roll Compliance Review Guide

Nominal Roll 2017-18 Review: FN & Public Schools Contacts
 EIS DATA AS OF: 2017-04-05

APPENDIX A: 2017-18 SCHOOL DISTRICT/PUBLIC SCHOOL NOMINAL ROLL LIST

FN #	Recipient Name	School No.	School Name	School Type	School District	Total Enrollment Count	Total FTE Count
0689	Old Massett Village	4755	GEORGE M DAWSON SECONDARY	Provincial	50	61	61.000
0669	Old Massett Village	4757	QUEEN CHARLOTTE ELEMENTARY SECONDARY SCHOOL	Provincial		1	1.000
0669	Old Massett Village	4758	TAHAYGHEN ELEMENTARY	Provincial		9	9.000
0670	Skidegate	4757	QUEEN CHARLOTTE ELEMENTARY SECONDARY SCHOOL	Provincial		58	55.625
0670	Skidegate	7615	AGNES L. MATHERS ELEMENTARY JUNIOR SECONDARY	Provincial		4	0.250
0670	Skidegate	8118	SKAADGAA NAAY ELEMENTARY	Provincial		75	75.000



September 8, 2017

VAN-E4700-15-1 UNC

Mr. Ted Cadwallader
Provincial Director, Aboriginal Education
BC Ministry of Education
PO Box 9887, Stn Prov Govt
Victoria BC, V8W 9T6

Dear Mr. Cadwallader:

Re: 2017-18 Nominal Roll Compliance Reviews

We are writing to advise that Indigenous and Northern Affairs Canada (INAC) will be conducting the 2017-18 Education Program Nominal Roll Reviews commencing in October 2017. The purpose of the review is to determine funding eligibility, adherence to established standards, and data quality of the Nominal Roll submissions pertaining to on-reserve students attending public schools.

The scope of the 2017-18 Nominal Roll Reviews includes on-reserve students attending the schools as listed in Appendix A: *2017-18 School District/Public School Nominal Roll List*. Additional information from other schools and/or school districts may be required if students have transferred.

To determine student eligibility, we are contacting the school districts directly to request the following information:

- a) school register for students living on-reserve which includes the student's full name, civic and mailing address (if different), grade level, date of birth, and gender;
- b) records of on-reserve students who are new to or have left the school since September 29, 2017;
- c) daily attendance record for the period of September 5th to October 13th, 2017 for each on-reserve student;
- d) confirmation that selected courses lead to a regular or adult Dogwood diploma, based on the following information for the period of September 5th to October 15th, 2017, is needed for all adult learners:
 - timetables,
 - course plans (Individual Education Plans), and
 - progress reports



INAC BC Region will follow-up with a letter to all identified school district Superintendents. We will request that this information be submitted by **Friday October 20, 2017** via email to AANDC.PRT-ERP.AADNC@aandc-aadnc.gc.ca or via facsimile at (604) 775-7149.

If you have any questions or concerns, please contact me at (778) 628-4283 or via email at Charlene.Lal@aandc-aadnc.gc.ca. Thank you in advance for your cooperation and assistance with this exercise.

Yours truly,



Charlene Lal
Manager, Program Review Team
INAC BC Region
600 – 1138 Melville Street
VANCOUVER BC V6E 4S3

Encl: Appendix A – 2017-18 School District/Public School Nominal Roll List



Nominal Roll Compliance Review Guide Elementary and Secondary School Education

Introduction:

The Nominal Roll is the annual census of students living on-reserve eligible for elementary/secondary funding by Indigenous and Northern Affairs Canada (INAC). The Nominal Roll contains information about all on-reserve students attending public, independent and band-operated schools as of September 30th of each year and determines the amount of funding flowed to each First Nation.

This Guide has been prepared by the Program Review Team (PRT) in the Corporate Services Directorate to outline the steps involved in the Nominal Roll Compliance Review process. It is intended to complement the Nominal Roll Manual.

Nominal Roll Compliance & Process:

The purpose of the compliance review is to determine the students' eligibility and the programs' eligibility for funding. The students' eligibility is determined by reviewing factors such as a student's place of residence, age, status, and school attendance. In addition, compliance reviews verify that educational programs and services for which funding is provided meet the national and/or provincial standards as required for funding. The Nominal Roll Compliance Review Process is broken down into the following three stages:

Stage One: Initial Review (First Verification) of Nominal Roll submission:

The *Nominal Roll Student and Education Staff Census Report*, DCI: 462572 is received by Agreement Services Unit, Funding Services Directorate by the October 16, 2017 due date. The initial data review and quality assurance ensures that the information is based on current school year, is complete and consistent with the information in INAC – BC Region database.

Stage Two: Cross-verification of the Information with the Students' School Records

This stage is completed by the PRT unit. The *Education Programs Compliance Directive (October 2005)* requires INAC to conduct Compliance Reviews at regular intervals. Reviews may be more frequent if the First Nation

- has experienced significant changes, such as: additions or deletions, in their recent submissions of the Nominal Roll;
- has added new programs or a new school; and/or
- is exploring block funding agreements or entering into treaty arrangements.

For a selected group of First Nations each year, a desk review and/or on-site verification at schools—public, independent and band-operated—begins after Stage One ends. The Nominal Roll Compliance Reviews are carried out in three steps:



A. Initial Notification

Notification letters are sent to the selected group of First Nations' Chief and Council with a carbon copy to the Band Education Coordinators to advise them of the upcoming Nominal Roll Compliance Review. Notification letters are also sent to the BC Ministry of Education, Superintendents of School Districts, Band Operated Schools (BOS), and Independent Schools. The students' school records and information is requested from the Band Operated Schools (BOS), Public and/or Independent Schools.

B. Review and Verification

The request for students' school information includes the school registration which includes the address, grade, gender, attendance records, and for adult learners progress reports.

Information on the students on the Nominal Roll is cross-checked with the school records. The school attendance is reviewed for the months of September and October. For adult learners, the progress to date is also verified to ensure school activity and participation. For BOS only, teacher certification is verified. For BOS teaching Grades 10 to 12 and/or an Adult Education Program, student access to the Dogwood diploma is also validated through provision of the Agreement with an elementary and/or secondary institution authorized to issue the Dogwood Diploma.

C. Preliminary Findings

Once the desk review and/or on-site verification have been carried out, the initial findings of the Nominal Roll Compliance Review are sent to the First Nation/Administering Authority. The First Nation will have five business days to provide additional supporting documentation for consideration. For any issues which are unclear the PRT-Education Programs Committee may be convened to seek management approval prior to finalization of the results. INAC will send additional instructions on this process with the initial results to the Band Education Coordinators.

Stage 3: Final Adjustments to the Nominal Roll based on the Compliance Review Results

The Nominal Roll results will be adjusted as required and the final findings communicated to the First Nation Administering Authority.

Dated: 18 September 2017



November 2, 2017

Ref: 196483

Re: Information – Large Scale Assessment Policy and Learning Resources Policy

Dear Superintendents,

The Ministry of Education is pleased to provide information related to the newly updated Large Scale Assessment policy and the Learning Resources policy. As education in B.C. is transformed, it is important that associated ministry policies align with the new curriculum.

Large Scale Assessment Policy

The Large Scale Assessment policy (LSA) defines the Ministry's responsibility in conducting large-scale assessments. The LSA refers to provincial assessments, the Foundation Skills Assessment, and provides for the use of other national and international assessments, as required by the Minister. The LSA was revised in September 2017 to enable the managed implementation of the new numeracy assessment planned for January 2018.

Revised policy highlights:

- Removes language associated with four discontinued provincial exams
- Introduces the new provincial numeracy and literacy assessments and their role as graduation requires in the updated 2018 graduation program

Learning Resources Policy

The Learning Resources policy (LR) guides B.C. school districts in choosing and approving learning resources. The policy provides links to the Educational Resource Acquisition Consortium (ERAC), which lists materials available to teachers and students to support learning activities. The LR policy is a new policy which simplifies the previous three LR policies on Approval, Challenge, and Removal of LR, and clarifies the role of the Ministry and Boards of Education in selecting learning resources.

New policy highlights:

- Aligns with the new curriculum and current practices
- Delegates authority to Boards of Education to select learning resources
- Sets out procedures for Boards of Education related to the policy for selecting learning resources

Ministry of
Education

Learning Transformation

Mailing Address:
PO Box 9886 Stn Prov Govt
Victoria BC V8W 9T6

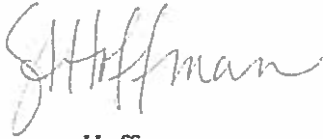
Location:
620 Superior St
Victoria BC V8V 1V2

Please refer questions regarding the revised Large Scale Assessment policy and the new Learning Resources policy to Jessica Olsen at Jessica.Olsen@gov.bc.ca

Please share this information with your Boards of Education and school district teams.

Thank you for your partnership and support in transforming B.C.'s education system.

Sincerely,

A handwritten signature in cursive script that reads "Suzanne Hoffman". The signature is written in black ink and is positioned above the printed name and title.

Suzanne Hoffman
Superintendent of Learning Transformation

**School District
Statement of Financial Information (SOFI)**

School District No. 50 (HAIDA GWAI)

Fiscal Year Ended June 30, 2017

Table of Contents

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Schedule of Guarantee and Indemnity Agreements

Schedule of Remuneration and Expenses including:

Statement of Severance Agreements

Reconciliation or explanation of differences to Audited Financial Statements

Schedule of Payments for the Provision of Goods and Services including:

Reconciliation or explanation of differences to Audited Financial Statements



Ministry of Education

SCHOOL DISTRICT STATEMENT OF FINANCIAL INFORMATION (SOFI)

6049

SCHOOL DISTRICT NUMBER 50	NAME OF SCHOOL DISTRICT HAIDA GWAI	YEAR 2016/2017
OFFICE LOCATION(S) 107 THIRD AVENUE		TELEPHONE NUMBER 250-559-8471
MAILING ADDRESS PO BOX 69		
CITY QUEEN CHARLOTTE	PROVINCE BC	POSTAL CODE V0T 1S0
NAME OF SUPERINTENDENT DAWNA DAY		TELEPHONE NUMBER 250-559-8471
NAME OF SECRETARY TREASURER SHELLEY SANSOME		TELEPHONE NUMBER 250-559-8471

DECLARATION AND SIGNATURES

We, the undersigned, certify that the attached is a correct and true copy of the Statement of Financial Information for the year ended June 30, 2017

for School District No. 50 as required under Section 2 of the Financial Information Act.

SIGNATURE OF CHAIRPERSON OF THE BOARD OF EDUCATION	DATE SIGNED
SIGNATURE OF SUPERINTENDENT	DATE SIGNED
SIGNATURE OF SECRETARY TREASURER	DATE SIGNED

Statement of Financial Information for Year Ended June 30,

Financial Information Act-Submission Checklist

		<i>Due Date</i>
a)	A statement of assets and liabilities (audited financial statements).	<i>September 30</i>
b)	An operational statement including, i) a Statement of Income and ii) a Statement of Changes in Financial Position, or, if omitted, an explanation in the Notes to Financial Statements (audited financial statements)	<i>September 30</i>
c)	A schedule of debts (audited financial statements).	<i>September 30</i>
d)	A schedule of guarantee and indemnity agreements including the names of the entities involved and the amount of money involved. (Note: Nil schedules can be submitted December 31).	<i>September 30</i>
e)	A schedule of remuneration and expenses, including:	<i>December 31</i>
	i) an alphabetical list of employees earning over \$75,000, the total amount of expenses paid to or on behalf of each employee for the year reported and a consolidated total for employees earning under \$75,000. If the total wages and expenses differs from the audited financial statements, an explanation is required.	
	ii) a list by name and position of Board Members with the amount of any salary and expenses paid to or on behalf of the member	
	iii) the number of severance agreements started during the fiscal year and the range of months' pay covered by the agreement, in respect of excluded employees. If there are no agreements to report, an explanation is required	
f)	An alphabetical list of suppliers receiving over \$25,000 and a consolidated total for those suppliers receiving less than \$25,000. If the total differs from the Audited Financial Statements, an explanation is required.	<i>December 31</i>
g)	Approval of Statement of Financial Information.	<i>December 31</i>
h)	A management report approved by the Chief Financial Officer	<i>December 31</i>

School District Number & Name

**School District
Statement of Financial Information (SOFI)**

School District No. 50 (HAIDA GWAI)

Fiscal Year Ended June 30, 2017

Management Report

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all other schedules of financial information and for ensuring this information is consistent, where appropriate, with the information contained in the financial statements and for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Education is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

The external auditors, McConnell Voelkl, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements as required by the *School Act*. Their examination does not relate to the other schedules of financial information required by the *Financial Information Act*. Their examination includes a review and evaluation of the board's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.

On behalf of School District

Name, Superintendent

Date:

Name, Secretary Treasurer

Date:

Prepared as required by *Financial Information Regulation*, Schedule 1, section 9

**School District
Statement of Financial Information (SOFI)**

School District No. 50 (HAIDA GWAI)

Fiscal Year Ended June 30, 2017

Schedule of Debt

Information on all long term debt is included in the School District Audited Financial Statements.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 4

**School District
Statement of Financial Information (SOFI)**

School District No. 50 (HAIDA GWAI)

Fiscal Year Ended June 30, 2017

Schedule of Guarantee and Indemnity Agreements

School District No.50 (HAIDA GWAI) has not given any guarantee or indemnity under the Guarantees and Indemnities Regulation.

Prepared as required by *Financial Information Regulation*, Schedule 1, section 5

**School District
Statement of Financial Information (SOFI)**

School District No. 50 (HAIDA GWAI)

Fiscal Year Ended June 30, 2017

Statement of Severance Agreements

There were no severance agreements made between School District No.50 (HAIDA GWAI) and its non-unionized employees during fiscal year 2016/17.

Prepared as required by *Financial Information Regulation*, Schedule 1, subsection 6(7)

SCHOOL DISTRICT NO. 50 (HAIDA GWAII)
STATEMENT PURSUANT TO STATEMENT OF FINANCIAL INFORMATION
SCHEDULE OF REMUNERATION AND EXPENSES
FOR THE YEAR ENDED JUNE 30, 2017

NAME	REMUNERATION PAID	EXPENSES PAID
------	----------------------	------------------

ELECTED OFFICIALS :

Brown, Wilson	\$	10,221.80	\$	558.62
Condrotte, Elizabeth A.	\$	11,266.50	\$	4,732.33
Goetzinger, Kim	\$	11,165.30	\$	6,659.57
Husband, Denise	\$	10,221.80	\$	-
Williams, Harmony	\$	11,535.76	\$	1,374.76

TOTAL ELECTED OFFICIALS	\$	54,411.16	\$	13,325.28
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DETAILED EMPLOYEES > 75,000

Bellamy, Chris	\$	88,038.09	\$	337.83
Bradley, Deavlan	\$	122,437.50	\$	391.79
Burton, Daniel	\$	78,467.24	\$	1,851.81
Cochrance, Behn	\$	78,721.47	\$	513.78
Day, Dawna	\$	125,208.58	\$	13,758.90
Favreau, Martin	\$	88,488.58	\$	38.67
Fraser, Rachel	\$	86,819.11	\$	-
Gibbs, Verena	\$	105,375.30	\$	2,570.05
Hausmann, Monika	\$	90,206.58	\$	654.37
Ives, Vicki D.	\$	112,123.52	\$	11,296.08
Jatel, Ruben	\$	87,982.94	\$	72.08
Karrow, Sheila	\$	90,437.81	\$	834.91
Keir, Ian	\$	107,858.24	\$	793.65
Kozak, Allison	\$	84,485.87	\$	110.82
Lagroix, Maureen	\$	88,798.55		
Laughlin, Debi	\$	91,560.82	\$	65.88
Madore, Kimberley P.	\$	87,570.07	\$	344.67
Marie, Bernadette	\$	122,437.50	\$	521.11
Marie, Vanessa	\$	81,045.70	\$	2,403.28
McIntyre, Warren	\$	86,566.35		
McLean, David	\$	95,539.25	\$	141.75
Peerless, Sophie	\$	88,837.94	\$	493.27
Perry, Jenna	\$	76,978.26	\$	116.99
Querengesser, Stephen	\$	78,271.14		
Querengesser, Tricia	\$	78,385.24	\$	268.94
Reid, James	\$	83,835.24	\$	119.32
Rodger, Leighann	\$	108,939.39	\$	5,837.11
Sansome, Shelley	\$	124,067.19	\$	6,364.47
Seifert, Derek	\$	95,714.26	\$	882.27

SCHOOL DISTRICT NO. 50 (HAIDA GWAI)
STATEMENT PURSUANT TO STATEMENT OF FINANCIAL INFORMATION
SCHEDULE OF REMUNERATION AND EXPENSES
FOR THE YEAR ENDED JUNE 30, 2017

NAME	REMUNERATION PAID	EXPENSES PAID
Sikora, Zoe	\$ 90,056.25	\$ 326.33
Wagner, Norman	\$ 88,822.76	\$ 1,352.34
Wahl, David	\$ 85,423.94	
Wahl, Vanessa	\$ 88,425.63	
Watkins, Marcia	\$ 87,665.85	\$ 60.42
Whittle, Nadine	\$ 80,529.27	\$ 124.45
Yovanovich, Joanne	\$ 104,969.82	\$ 4,253.03
TOTAL DETAILED EMPLOYEES > \$75,000	\$ 3,361,091.25	\$ 56,900.37
TOTAL EMPLOYEES <= 75,000.	\$ 3,801,799.91	\$ 82,004.86
TOTAL	\$ 7,217,302.32	\$ 152,230.51

TOTAL EMPLOYER PREMIUM FOR CPP/EI \$ 369,338.49

SCHOOL DISTRICT NO. 50 (HAIDA GWAI)
STATEMENT PURSUANT TO STATEMENT OF FINANCIAL INFORMATION
VENDOR ANALYSIS OF PAID INVOICES
FOR THE YEAR ENDED JUNE 30, 2017

SUPPLIER NAME	AMOUNT PAID
AARON-MARK SERVICES	40,155.72
BC HYDRO & POWER AUTHORITY	149,645.48
BIG RED ENTERPRISES LTD	30,246.00
CANADA CUSTOM AND REVENUE AGENCY	373,447.36
COASTAL PROPANE	280,204.44
CRAVEN HUSTON POWERS ARCHITECTS	309,415.83
ESC AUTOMATION INC	101,925.58
FAMILY SERVICES OF GREATER VANCOUVER	40,216.10
FICTORIE CONSTRUCTION MANAGEMENT LTD	2,326,411.11
FIRSTCANADA ULC	553,214.93
GIDGALANG KUUYAS NAAY SCHOLARSHIP	25,100.00
GMD PRINCIPAL IN TRUST	58,664.71
HAIDA GWAI CONSUMERS CO-OPERATIVE	48,627.43
HAIDA GWAI RECREATION COMMISSSION	81,628.95
IJ RUGMAN FLOOR COVERINGS	157,165.41
INSIGHT CANADA INC	66,321.78
JOINT PROFESSIONAL DEVELOPMENT	33,201.24
JORGENSON LOCKERS	26,551.00
JUDY HADCOCK	40,425.00
MINISTER OF FINANCE	132,992.09
MUNICIPAL PENSION PLAN	200,231.32
NHA - CORPORATE	47,000.00
NORTH ARM TRANSPORTATION LTD.	81,813.31
NORTHERN INDUSTRIAL SALES	40,950.44
OLD MASSETT VILLAGE COUNCIL	50,287.49
PACIFIC BLUE CROSS	94,716.99
PEBT, IN TRUST	53,457.22
ROOTHAM SERVICES GROUP INCL	26,560.83
SKIDEGATE BAND COUNCIL	28,000.00

SCHOOL DISTRICT NO. 50 (HAIDA GWAI)
STATEMENT PURSUANT TO STATEMENT OF FINANCIAL INFORMATION
VENDOR ANALYSIS OF PAID INVOICES
FOR THE YEAR ENDED JUNE 30, 2017

SUPPLIER NAME	AMOUNT PAID
TEACHERS PENSION PLAN	650,556.99
TELUS COMMUNICATIONS (BC) INC	32,386.87
WESTERN ROOFING MASTER ROOFERS	1,145,550.00
WORKERS' COMPENSATION BOARD	43,470.08
XEROX CANADA INC.	48,191.00
ZEP SALES & SERVICES OF CANADA	40,533.33
TOTAL DETAILED VENDORS > 25,000.00	7,459,266.03
TOTAL VENDORS <= 25,000.00	1,025,096.82
TOTAL PAYMENTS FOR THE GOODS AND SERVICES	8,484,362.85

SCHOOL DISTRICT NO. 50 (HAIDA GWAI)
STATEMENT PURSUANT TO STATEMENT OF FINANCIAL INFORMATION

RECONCILIATION OR EXPLANATION OF DIFFERENCES

FISCAL YEAR ENDED JUNE 30, 2017

SCHEDULED PAYMENTS		
	Remuneration	7,217,302
	Employee Expenses	152,231
	Payments for Goods & Services	8,484,363
<hr/>		
TOTAL SCHEDULED PAYMENTS		15,853,896
FINANCIAL STATEMENT EXPENDITURES		
	Operating Funds	10,120,296
	Special Purpose Fund	1,165,438
	Capital Fund	4,586,720
<hr/>		
TOTAL FINANCIAL STATEMENT EXPENDITURES		15,872,454
DIFFERENCE		-18,558

Explanation of differences is as follows:

1. Payment for benefits are included in Remuneration Schedule, repeated in the Vendor Analysis and shown as an expense on the Financial Statement.
2. Vendor Analysis includes the total amount paid to suppliers and expenses on the Financial Statement includes GST recoveries.
3. Increases and decreases in Account Receivables, Accounts Payable and Inventories are not shown.