

**OPERATIONS AND FINANCE COMMITTEE OF THE WHOLE  
MEETING AGENDA**

**TUESDAY, FEBRUARY 9, 2021**

**3:30 PM (PT) – 5:00 PM (PT)**

Nelson: School Board Office, 3<sup>rd</sup> Floor, 811 Stanley Street

Video Conference: [Zoom](#).- Meeting ID: 684 5368 8313 – Password: 953306

**1. Call to Order**

**2. Acknowledgement of Aboriginal Territory**

*We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.*

**3. Insertions/Deletions to proposed Agenda**

**4. Adoption of Agenda**

**Proposed Resolution:**

**THAT** the agenda for this February 9, 2021 meeting, **BE ADOPTED**, as circulated.

**5. Receiving Presentations: Nil**

**6. Opportunity for Comments by the Public**

**7. Consent Package: Nil**

**8. Adoption of Minutes (p. 3)**

App. 8

**Proposed Resolution:**

**THAT** the minutes from the November 10, 2020 Finance and Operations Committee of the Whole Minutes meeting **BE ADOPTED**.

**9. Old Business**

**10. New Business**

A. 2020-2021 Financial Overview – Secretary-Treasurer McLellan

B. Recommend 2020-2021 Amended Budget – Secretary-Treasurer McLellan

Handout 10B

**Proposed Resolution:**

**THAT** the 2019-2020 Amended Budget **BE RECOMMENDED** to the Board.

C. Review and Confirm 2021-2022 Budget Process – Secretary-Treasurer McLellan

D. Information Technology Budget – Director Howald (p. 6)

App. 10D

**Proposed Resolution:**

**WHEREAS** to allow sufficient time for new student devices to be ordered, delivered and setup for prior to September 2021 school start-up;

**NOW THEREFORE** be it resolved:

**THAT** an expenditure of \$750,000 for student information technology devices under the 2021-2022 budget **BE RECOMMENDED** to the Board.

**11. Question Period**

**12. Meeting Schedule & Reminders (p. 14)**

App. 12

The next meeting of the Committee is scheduled for March 9, 2021.

**13. Adjournment of Meeting**



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**OPERATIONS AND FINANCE COMMITTEE OF THE WHOLE  
MEETING AGENDA  
HELD ON TUESDAY, NOVEMBER 10, 2020**

**BOARD:**

- L. Trenaman
- S. Walsh
- D. Lang
- S. Chew
- B. Maslechko (*via video conference*)
- A. Gribbin (*via video conference*)
- S. Nazaroff (*via video conference*)
- B. Coons (*via video conference*)
- C. Beebe (*via video conference*)

**DISTRICT STAFF:**

- C. Perkins, Superintendent
- M. McLellan, Secretary-Treasurer
- N. Howald, Director of Information Technology
- D. Holitzki, Director of Inclusive Education
- B. MacLean, Director of Operations
- S. Shaw, Manager of Finance
- R. Krulitsky, Executive Assistant

**PARTNERS:**

- A. Early, CUPE
- M. Bennett, CUPE
- R. Bens, CUPE
- C. Wilson, KLTF (*via video conference*)
- D. Kunzelman, KLTF (*via video conference*)

**1. Call to Order**

The meeting was called to order at 4:31 PM.

**2. Acknowledgement of Aboriginal Territory**

*We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.*

**3. Insertions/Deletions to proposed Agenda**

The Committee Chair provided an overview of procedures for the meeting:

- Virtual attendees to keep their microphones muted
- Raise hand or use Zoom chat function to ask questions
- Trustee Gribbin is participating as an observer only due to censure

**4. Adoption of Agenda**

**UPON** a motion duly made and seconded it was **RESOLVED:**

**THAT** the agenda for this November 10, 2020 meeting, **BE ADOPTED**, as circulated.



5. **Receiving Presentations:** Nil
6. **Opportunity for Comments by the Public**
7. **Consent Package**
8. **Adoption of Minutes**

**UPON** a motion duly made and seconded it was **RESOLVED:**

**THAT** the minutes from the September 22, 2020 Finance and Operations Committee of the Whole Minutes meeting **BE ADOPTED.**

## 9. **Old Business**

### A. Capital Operations Update

The Director of Operations provided an update on projects ongoing throughout the district:

- Washroom renovated at Adam Robertson
- Winlaw modular is in place, plumbing being installed, awaiting electrical permit, installing stairs and ramps
- HVAC upgrades at PCSS, Wildflower Nelson, and W.E. Graham
- Roofing audits are complete, final report coming soon
- Trafalgar renovation – scope and fee structure developed

### B. Property Listings Update

The Secretary-Treasurer provided the following property listing updates:

- Retallack – two adjacent properties listed
- Creston, Kinsmen Park – confidential discussions ongoing between the Town of Creston and the Lower Kootenay Band
- Johnstone Road – sales process ongoing, potential buyer being considered

### C. Facilities Plan Update

The Secretary-Treasurer presented an update on the Facilities Plan.

*A. Early entered the room at 4:42 PM.*

### D. Financial Update

The Secretary-Treasurer presented a Financial update. Inquiries were made by Trustees and Community Partners for clarification which were answered by the Secretary-Treasurer.

## 10. **New Business**

### A. Board Budget Calendar and Student Symposium

The Secretary-Treasurer proposed postponing the O&F-led Student Symposium to next year due to COVID-19 concerns, and instead involving the Student Trustees in the budget process. A discussion ensued in which no one was opposed. It was decided that an orientation of Student Trustees would take place in advance.



**11. Question Period**

**12. Meeting Schedule & Reminders**

The next meeting of the Committee is scheduled for February 9, 2021.

**13. Adjournment of Meeting**

The meeting was adjourned at 5:06 PM.





# Technology for Learning Plan 2021

Request #1

Nick Howald  
Director of IT

Presentation to  
O&F Committee  
February 9, 2021





# Goal

Enable access to current, portable devices to improve student success

- Access to District supported, common software applications
- Support for learning outside of traditional classroom (home, outdoors, field trips)
- Modern technology setting students up for the future
- Device equity for all students



# Recommendations

1. Adopt a new, consistent model for student access in schools that puts enough devices in each classroom to enhance learning.
2. Refresh devices with current generation, portable laptops or tablets
3. Commit to a 4-year refresh cycle
4. Maintain computer labs with specialty media workstations
5. Provide a pod of devices in the Learning Commons
6. Based on lessons from the pandemic, the goal should be a 1:1 mobile device ratio for Grade 7 and up
7. Deployment by grade groups to achieve systemic change and digital learning benefits. A significant trend pre-COVID now becoming a must with many school districts across Canada

NOTE: This recommendation is for district or school provided devices for students and does not include student personal devices (BYOD) which would compliment this access and requires a strategic plan for community support.





# Leading Practices

- A consistent student access model using mobile devices is implemented in every classroom for multi-grade level classrooms.
  - The number of devices per classroom is based on, and supportive of, the leading instruction and assessment practices the district is focused on.
  - The devices (iPads, Chromebooks or Laptops) are **in the classroom at the point of learning** and available at all times.
  - Equal access provided proportionally in each classroom, based on the number of students in the class.
- Student devices are funded by the district budget rather than school budgets to ensure consistency from class to class and school to school - National shift during the last 5+ years.



# Leading Practices

- Student access costs are committed to as an ongoing annual cost.
- Labs, comprised of workstations, are only used for computer/media specific courses.
- Decisions regarding the type of device are primarily based on the key digital resources which will be used by students.



# Deployment Options

Provide devices **directly** to students for (up to) 3 years of usage before replacement

## Gr. 6/10

- Directly increase devices in all Schools
- Does not align with learning groups (some would have/have not)
- Provides preparation year for Grade 7 teachers & flexible learning for combined classrooms
- Could provide departing Grade 12 students with a rigorous device for post secondary transitions
- Aligns with 4 year lease

## Gr. 7/10

- Aligns with learning groups and transition points
- Creates pool of 4th year systems that can be used at lower grades, learning commons
- Developmentally ready for device
- Better buy in from parents, teachers, students versus Grade 6
- Could provide departing Grade 12 students with a rigorous device for post secondary transitions

## Gr. 10/11/12

- Provides all secondary full time access to devices
- Maturity to use a device
- More and expensive devices
- Reuse or sell newer devices upon graduation



# Recommendation

- Deploy to Grade 7 and Grade 10
- Starting 2021/22
  - Commitment to ongoing costs in future years
- Ask
  - Approval to spend \$750,000 of 2021/22 budget for Microsoft based device purchasing
  - Allows for deployment of devices directly to **750** students in September
    - Continue deployments of similar size in future years

# Questions?

Thank you.

Nick Howald  
Director of IT

School District 8  
811 Stanley Street  
Nelson BC, V1L 1N8

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**2020-2021 BOARD & COMMITTEE MEETINGS SCHEDULES**

DATE	TIME	LOCATION	MEETINGS	COMMENT
September 22, 2020	10:00 am – 12:00 pm	Board Office, Nelson	Closed Board Meeting	
	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	Audited Financial Statements
October 13, 2020	3:00 pm – 4:30 pm	PCSS, Creston	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	PCSS, Creston	Open Board Meeting	
November 10, 2020	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
December 8, 2020	3:00 pm – 4:30 pm	Board Office, Nelson	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Winter Break (December 19 – January 3)</i>				
January 12, 2021	3:00 pm – 4:30 pm	Board Office, Nelson	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
February 9, 2021	2:00 pm – 3:00 pm	Board Office, Nelson	Closed Board Meeting	Working Session: 2020-2021 Amended Budget
	2:00 pm – 3:00 pm	Board Office, Nelson	O&F Committee Meeting	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
March 9, 2021	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Spring Break (March 13 – 28)</i>				
April 6, 2021	3:00 pm – 4:30 pm	PCSS, Creston	Closed Board Meeting	Working Session: 2021-2022 Budget
	5:00 pm – 7:00 pm	PCSS, Creston	Open Board Meeting	
May 11, 2021	12:30 pm – 4:30 pm	Board Office, Nelson	Committees of the Whole	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	2021-2022 Budget
June 15, 2021	3:00 pm – 4:30 pm	Board Office, Nelson	Closed Board Meeting	Working Session
	5:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Summer Break</i>				

