

**MEETING OF THE BOARD HELD IN PUBLIC
AGENDA**

TUESDAY, FEBRUARY 14, 2023

5:00 PM – 7:00 PM PST (6:00 PM – 8:00 PM MST)

In person: School Board Office, 811 Stanley Street, Nelson BC

Via video conference: [Zoom](#) - Webinar ID: 657 3277 9733 – Password: 495118

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. Changes to the Proposed Agenda

4. Adoption of Agenda

Proposed Resolution:

THAT the Agenda for this February 14, 2023 meeting **BE ADOPTED**, as circulated.

5. Receiving Presentations

- A. Judy O’Leary and Laura Sacks, West Kootenay Climate Hub (p. 3) App. 5

6. Comments or Questions from the Public regarding items on this Agenda

The public may post comments or questions in the Q&A area on the webinar. These will be read aloud during the meeting.

- 7. Consent Package** (p. 8) App. 7

- 8. Adoption of Minutes** (p. 21) App. 8

Proposed Resolution:

THAT the minutes from the January 10, 2023 Meeting of the Board held in public **BE ADOPTED**.

- 9. Future and Action Item Tracking** (p. 27) App. 9

10. Education – Reports from the Superintendent

- A. Literacy Continuous Learning Report (p. 29) App. 10A

- B. Consent Education Curriculum (p. 49) App. 10B



11. Operations and Finance – Reports from the Secretary-Treasurer

- A. Approve Amended Budget Report (p. 51) App. 11A

Proposed Resolution:

THAT the Board of Education proceed to conclude three readings in one evening for the School District No. 8 (Kootenay Lake) Amended Annual Budget Bylaw for fiscal year 2022/2023.

- B. Recycling in School District 8 (Kootenay Lake) (p. 69) App. 11B

12. Governance and Policy

- A. Policy Approval (p. 71) App. 12A

Proposed Resolution:

THAT Policy 621 BE APPROVED.

13. Human Resources – Nil

14. Trustee Reports

- A. Trustees
- B. Chair
- C. BCSTA
- D. BCPSEA
- E. RDCK
- F. Other Committees
- G. Student Trustees

15. Comments or Questions from the Public

The public may post comments or questions in the Q&A area on the webinar. These will be read aloud during the meeting.

16. Meeting Schedule and Reminders

- A. Board Meetings

The next Meeting of the Board held in the public is scheduled for March 14, 2023.

17. Adjournment of Meeting





**WEST
KOOTENAY**
CLIMATE HUB

Accelerating climate action in the West Kootenay

We facilitate communication and collaboration among dedicated individuals and our partner organizations.





**WEST
KOOTENAY**
CLIMATE HUB

- **23** partner organizations
- **700+** newsletter subscribers
- **Webinar** series
- **Engaging** local government
- **Educational** opportunities



Public Board Meeting



February 14, 2023

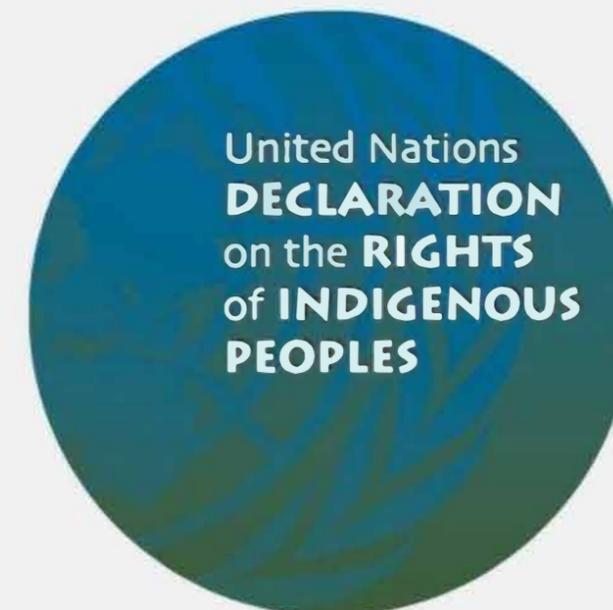
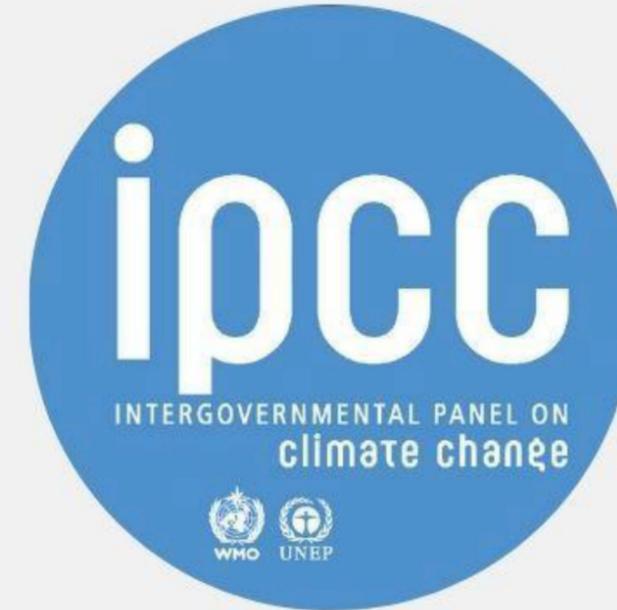


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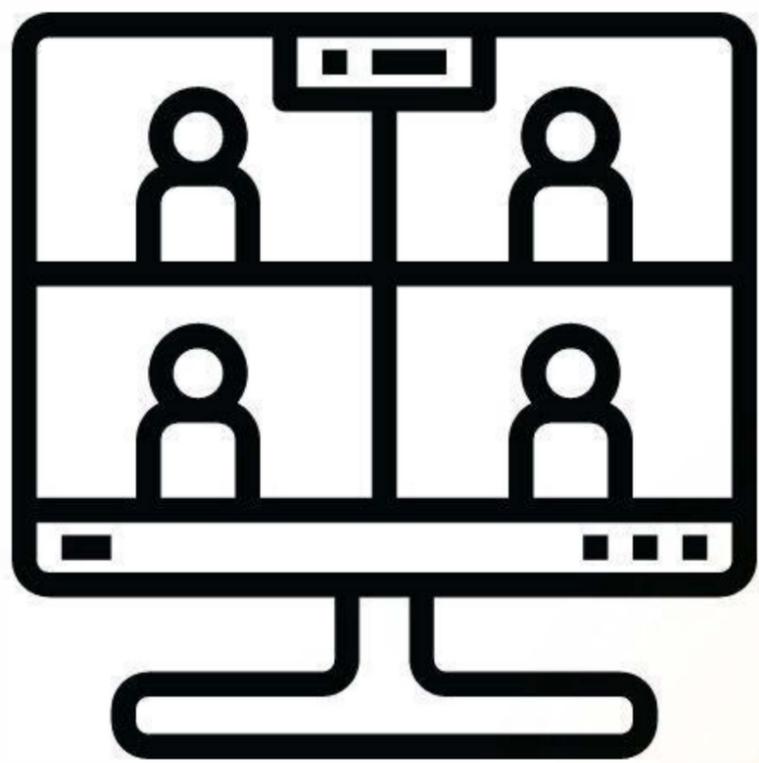


WHO WE ARE?

Climate Caucus (CC) is a non-partisan network of 600+ local elected climate leaders working collectively to address the Climate, Ecological, and Social Justice crises.



3 Pillars



- **A meeting place:**

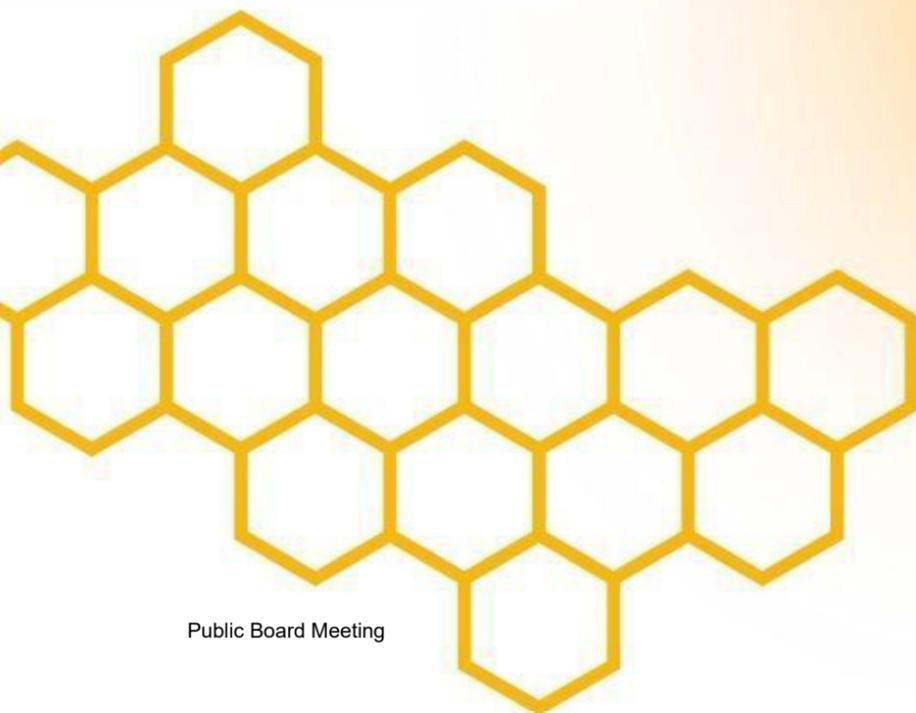
- Connect elected representatives and allies with one other to build confidence, inspiration, and a sense of community

- **A hive mind:**

- Share successful policies, experiences, and best practices

- **A lever for action:**

- Engage with regional, provincial, territorial, and federal governments to leverage collective power.





School Trustees Chapter Meeting

INAUGURAL MEETING

February 16th at 11 am PT / 2 pm ET / 3 pm ADT



**SCHOOL DISTRICT 8 KOOTENAY LAKE
CONSENT PACKAGE – PUBLIC MEETING
FEBRUARY 14, 2023**

ITEM

The following Consent items are routine items received for information.

- | | |
|---|-------|
| 1. Board Correspondence Package | p. 4 |
| 2. ACE Committee Minutes from the AGM in November 2022 | p. 5 |
| 3. Board & Committee Meetings Calendar | p. 7 |
| 4. Superintendent's Report February 2023 | |
| 5. Monthly Financial Report – for period ended January 31, 2023 | p. 8 |
| 6. Transactions over 50k | p. 12 |
| 7. List of Trustee Recusals | p. 15 |
| 8. List of Approved Administrative Procedures | |
| • AP 200.4 | |
| • AP 220.1 | |
| • AP 260.1 | |

SCHOOL DISTRICT 8 KOOTENAY LAKE
BOARD CORRESPONDENCE PACKAGE
FEBRUARY 14, 2023

ITEM

DATE

1. Nil



**Aboriginal Committee of Education (ACE) - SD8 Aboriginal Education
School Board Office – 811 Stanley St.
Thursday, November 17 2022, 11:00-4:00PM PST**

**Present: Gail Higginbottom, Jesse Halton, Carmen Lewandowski, Misty Terpstra, Jenna Hopper, Don Courson, Christopher Yates, Sharon Nazaroff, Murray Shunter, Lenora Trenaman, Deanna Holitzki, Trish Smillie, Debbie Bird,
Regrets: Ki Louie, Marion Louie, Rachel Marchand, Jennifer Lewis**

1. CALL TO ORDER AND ACKNOWLEDGEMENT OF TRADITIONAL 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 #8.

Meeting called to order at 1105 am

2. OPENING CIRCLE

3. ADOPTION OF AGENDA

Adoption of the Agenda of the November 17th, 2022 meeting.

Deletion of ONA presentation.

Adopted.

4. REVIEW AND ADOPTION OF THE MINUTES

Adoption of the Minutes of the September 20th, 2022 meeting.

Adopted.

5. DISTRICT UPDATES (refer to slideshow)

- Guiding Principles and Protocols
- Focus Areas – goals for Aboriginal Education in SD8 Kootenay Lake
- Sharing of School Action Plans – Redfish Elementary, Kootenay River Secondary School, Nelson Wildflower,
- 1701 update – 871 self identified Aboriginal Education students
- Joint process, Nominal Role Update – review 11 nominal role students, BCTEA grants (Transportation and Extracurricular Funds)
- SD8 Planning: BC New Indigenous Focused Graduation Requirement – requirement for 2023-2023 graduates – FNEESC courses, BAA courses. FNEESC conferences. Plan in place for SD8.
- Orange Shirt Day – highlight learnings across the District.
- National Day for Truth & Reconciliation – highlight community event
- Beadwork Circles
- Metis Awareness Month in partnership with West Kootenay Metis Society



- October 21: Provincial Pro D Day – collating resources and opportunities available to all educators
- SD8 Ab Ed Staff Regalia shared teachings
- District Pro D Day – January 16th welcoming Dr. Percy Lezard
- Ab Ed Student and Family Affordability Fund – Update (\$34000 for Ab Ed students and LKB students)
- Feedback to ACE – please take some time to fill out this survey: <https://forms.office.com/r/SHjD89nCKJ>

6. West Kootenay Metis presentation – 1 hr

- Don Courson and Christopher Yates presented about Metis Identity and ethnogenesis of Metis Peoples in Canada and BC from the Red River Settlements. Please connect with Christopher Yates for information for families regarding Metis identity and citizenship.

7. ONA presentation – 1 hr

8. Secwepemc presentation - 1 hr

- Darrell Jones presented about Secwepemc culture, history, Lands, and identity.
- Recommendation to bring a facilitator come in for ACE – to educate about UNDRIP, TRC., ACE Structures and Terms of Reference.
- What program is in place that ensures teachers have the information to implement New Graduation Requirement?
- A program evaluation in place for SD8 Aboriginal Education.
- Representation on Board Committees.
- Reach out to Post-Secondary institutions to build relationships for Aboriginal students transitioning to Post-Sec.

9. REFLECTION CLOSING CIRCLE

10. NEXT MEETING DATES & ADJOURNMENT

March 7 2023
 May 16 2023
 Adjournment at 350 pm.



| DATE | TIME | LOCATION | MEETINGS | COMMENT |
|---|-------------------|----------------------|--------------------------------------|--|
| September 13, 2022 | 3:00 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | |
| September 27, 2022 | 1:30 – 2:30 pm | Board Office, Nelson | Closed Board Meeting | |
| | 3:00 – 4:30 pm | Board Office, Nelson | O&F Partner Advisory Committee | <i>Audited Financials Recommendation</i> |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | <i>Audited Financials Approval</i> |
| October 11, 2022 | 3:00 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | |
| November 8, 2022 | 1:00 – 2:30 pm | Board Office, Nelson | Inaugural Meeting | <i>Elect Chair and Vice-Chair</i> |
| | 3:00 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | <i>Growth Plan presentation</i> |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | |
| December 13, 2022 | 10:30 – 12:00 pm | Board Office, Nelson | Education Partner Advisory Committee | |
| | 12:30 – 2:00 pm | Board Office, Nelson | Policy Partner Advisory Committee | |
| | 3:00 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | |
| <i>Winter Break (December 19 – January 2)</i> | | | | |
| January 10, 2023 | 12:30 – 1:30 pm | Board Office, Nelson | Education Partner Advisory Committee | |
| | 2:00 – 3:00 pm | Board Office, Nelson | Policy Partner Advisory Committee | |
| | 3:30 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | |
| January 24, 2023 | 9:00 – 10:00 am | Board Office, Nelson | Agenda Setting | |
| February 14, 2023 | 1:00 – 2:30 pm | Board Office, Nelson | O&F Partner Advisory Committee | |
| | 3:00 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | <i>Amended Budget Recommendation</i> |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | <i>Amended Budget Approval</i> |
| February 28, 2023 | 9:00 – 10:00 am | Board Office, Nelson | Agenda Setting | |
| March 14, 2023 | 11:00 – 12:30 pm | Board Office, Nelson | Policy Partner Advisory Committee | <i>Annual Budget Consultation Plan</i> |
| | 1:00 – 2:30 pm | Board Office, Nelson | O&F Partner Advisory Committee | |
| | 3:00 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | |
| March 15, 2023 | 9:00 – 10:00 am | Board Office, Nelson | Agenda Setting | |
| <i>Spring Break (March 20 – 31)</i> | | | | |
| April 11, 2023 | 3:00 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | |
| April 25, 2023 | 9:00 – 10:00 am | Board Office, Nelson | Agenda Setting | |
| May 9, 2023 | 9:30 – 11:00 am | Board Office, Nelson | Education Partner Advisory Committee | <i>Strategic Plan</i> |
| | 11:30 – 12:30 pm | Board Office, Nelson | Policy Partner Advisory Committee | |
| | 1:00 – 2:30 pm | Board Office, Nelson | O&F Partner Advisory Committee | <i>Annual Budget</i> |
| | 3:00 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | |
| | 5:00 – 7:00 pm | Board Office, Nelson | Public Board Meeting | |
| May 23, 2023 | 9:00 – 10:00 am | Board Office, Nelson | Agenda Setting | |
| June 13, 2023 | 1:30 – 2:30 pm | Board Office, Nelson | Education Partner Advisory Committee | |
| | 3:00 – 4:30 pm | Board Office, Nelson | Closed Board Meeting | |
| | 5:00 pm – 7:00 pm | Board Office, Nelson | Public Board Meeting | <i>Strategic Plan Approval</i> |
| <i>Summer Break</i> | | | | |



Monthly Financial Report

For the period ended December 31, 2022



sd8.bc.ca

- The budget information is based on the 2022-2023 Budget approved by the Board on May 24, 2022 and still reflects the original budget information.
- The Amended Annual Budget is part of the February 14th, 2023 meeting and will be reflected in the monthly financial statements once approved.
- Last column shows whether salary expenses are incurred based on the School calendar {10 months}, for the whole year {12 months}, or a combination of both.
- Please note that the financial statements reflect two months of summer and five months of actual School operations.
- Please note that the operating statements do show the results of the KLTF & CUPE settlements (with offsetting revenue coming later)
- Please note the following items related to the Special Projects
 - o We receive targeted funding for these projects and any surplus funding at year-end for a particular project cannot be utilized elsewhere.
 - o The amounts related to the Student and Family affordability fund are part of our Special Purpose fund funding. Spending on this fund to date has been limited due to the late announcement of the program by the Ministry. We did set up an equitable arrangement to distribute the allocation of this funding to meet every school's need as best as possible. We did provide our interim report on these expenses to MoECC



Operating Expenditure Report

| | Dec-22 | July 2022- December 2022 | 2022-2023 Budget | Available | % | 10 /12 months |
|--------------------------------------|------------------|--------------------------------|---------------------|-------------------|-----|------------------|
| Salaries | | | | | | |
| Principal & Vice Principal Salaries | 329,034 | 2,017,524 | 4,175,278 | 2,157,754 | 52% | 12 |
| Teacher Salaries | 2,544,752 | 8,969,301 | 21,614,438 | 12,645,137 | 59% | 10 |
| Support Staff | 845,214 | 4,100,365 | 9,579,871 | 5,479,506 | 57% | 10/12 |
| Management Salaries | 187,176 | 1,197,133 | 2,241,341 | 1,044,208 | 47% | 12 |
| Tocs/Relief Salaries | 203,050 | 1,200,421 | 3,089,158 | 1,888,737 | 61% | 10 |
| Total Salaries | 4,109,226 | 17,484,744 | 40,700,086 | 23,215,342 | | |
| Employee Benefits | 847,905 | 3,806,034 | 10,129,957 | 6,323,923 | 62% | |
| Total Salaries & Benefits | 4,957,131 | 21,290,778 | 50,830,043 | 29,539,265 | 58% | |
| Services & Supplies | | | | | | |
| Services | 181,003 | 955,415 | 1,915,546 | 960,131 | 50% | |
| Student Transportation | 1,267 | 57,175 | 240,308 | 183,133 | 76% | |
| Professional Development & Travel | 71,868 | 291,331 | 842,516 | 551,185 | 65% | |
| Rentals and Leases | 3,178 | 16,285 | 34,441 | 18,156 | 53% | |
| Dues And Fees | 6,497 | 59,990 | 89,682 | 29,692 | 33% | |
| Insurance | 6,441 | 153,543 | 152,539 | (1,004) | -1% | |
| Supplies | 287,106 | 1,304,348 | 3,348,709 | 2,044,361 | 61% | |
| Utilities | 171,435 | 496,840 | 1,579,625 | 1,082,785 | 69% | |
| Total Services & Supplies | 728,795 | 3,334,927 | 8,203,366 | 4,868,439 | 59% | |
| Total Operating Expense | 5,685,926 | 24,625,706 | 59,033,409 | 34,407,703 | 58% | |



Special Purpose Funds 22-23

| Special Purpose Fund | Expenses as at July - December 31, 2022 | Budget | Remaining | % |
|--|---|-----------|-----------|-----|
| Strong Start | 32,493.19 | 170,000 | 137,507 | 81% |
| Ready Set Learn | 14,683.58 | 49,000 | 34,316 | 70% |
| Community Link | 177,070.70 | 650,694 | 473,623 | 73% |
| Changing Results for Young Readers & SEY2K | 7,138.57 | 63,489 | 56,350 | 89% |
| Mental Health In Schools | 24,334.12 | 62,127 | 37,793 | 61% |
| First Nation Transportation | 1,778.15 | 22,571 | 20,793 | 92% |
| Learning Improvement Fund | 75,402.40 | 188,506 | 113,104 | 60% |
| Classroom Enhancement Fund | 2,309,769.60 | 5,774,424 | 3,464,654 | 60% |
| Safe Return to Schools Ventilation Grant | 71,564.00 | 71,564 | - | 0% |
| Seamless Day | 28,978.23 | 77,545 | 48,567 | 63% |
| Student and Affordability Fund | 18,139.53 | 553,554 | 535,414 | 97% |
| OELP | 31,817.21 | 112,788 | 80,971 | 72% |
| Early Care and Learning Fund (ECL) | 52,500.00 | 175,000 | 122,500 | 70% |
| Health Promoting Schools | 10,556.12 | 27,000 | 16,444 | 61% |





Monthly Transactions over 50K

For the period ended January 31, 2023



CHEQUE FUND : 0 Operating
SORT BY : CHEQUE NUMBER

| CHEQUE | CHQ DATE | VENDOR | NAME | AMOUNT | CURRENCY |
|--------|------------|--------|--------------------------------|---------------------|----------|
| 200196 | 1/11/2023 | | Kootenay Lake Teachers Federat | 65,000.00 | |
| 200184 | 1/5/2023 | | Municipal Pension Fund | 75,497.35 | |
| 200217 | 1/19/2023 | | Municipal Pension Fund | 75,738.85 | |
| 200186 | 1/5/2023 | | Receiver General RP0002 | 100,211.23 | |
| 200223 | 1/19/2023 | | Receiver General RP0002 | 106,110.22 | |
| 200239 | 1/19/2023 | | Worksafe BC | 199,609.33 | |
| 200175 | 12/29/2022 | | Receiver General RP0001 | 486,322.80 | |
| 200177 | 12/29/2022 | | Teachers' Pension Fund | 716,923.76 | |
| | | | | <u>1,825,413.54</u> | |



| PAYMENT DATE | FILE CREATION # | VENDOR NAME | ePAYMENT # | AMOUNT |
|--------------|--------------------|------------------------------------|------------|---------------------|
| 12/29/2022 | 664 | BC Teachers Federation | 53471 | 53,923.05 |
| 12/29/2022 | 664 | British Columbia Teacher Federatio | 53472 | 60,728.73 |
| 12/29/2022 | 664 | Trainor Mechanical Contractors Ltd | 53503 | 73,271.52 |
| 1/19/2023 | 667 | Trainor Mechanical Contractors Ltd | 53771 | 73,271.52 |
| 1/5/2023 | 665 | Pebt In Trust c/o Morneau Shepell | 53544 | 84,634.62 |
| 1/11/2023 | 666 | FortisBC-Natural Gas | 53609 | 89,692.83 |
| 12/29/2022 | 664 | Pacific Blue Cross | 53497 | 124,043.32 |
| 1/11/2023 | 666 | Western Canada Bus | 53674 | 810,594.40 |
| | | | | <u>1,370,159.99</u> |



**LIST OF TRUSTEE RECUSALS
2022-2023**

| Date of Meetings held in the absence of the public with one or more declared Conflicts of Interest |
|---|
| November 17, 2022 |
| December 13, 2022 |
| January 10, 2023 |
| January 13, 2023 |



**MEETING OF THE BOARD HELD IN PUBLIC
MINUTES**

TUESDAY, JANUARY 10, 2023

Board:

L. Trenaman, Chair
D. Lang, Vice-Chair (*via video conference*)
M. J. Blackmore
J. Bremner
S. Chew
K. Etheridge (*via video conference*)
S. Nazaroff
M. Shunter

District Staff:

T. Smillie, Superintendent
J. Glaudemans, Secretary-Treasurer
B. Eaton, District Director of Instruction – Innovative Learning
G. Higginbottom, District Principal – Aboriginal Education
D. Holitzki, Director of Instruction – Equity, Inclusion & Diversity
C. Kerr, Director of Operations (*via video conference*)
N. Ross, District Principal – Early Years & Inclusive Education
C. Singh, Director of Human Resources
S. Bruskowski, Executive Assistant

Student Trustees:

R. Fisher, L.V. Rogers
P. Gatto-Beebe, Kootenay River Secondary
N. Holland, Mount Sentinel
N. Kreuzer, Salmo Secondary
E. Moore, Kootenay River Secondary
A. Stuart, Salmo Secondary
A. Thomson, L.V. Rogers

Guests:

Nil

Regrets:

A. Gribbin

1. Call to Order

The meeting was called to order at 5:02 PM.

The Chair expressed her sincere sympathy and condolences to the families and the Nelson Police Department of the two police officers involved in the tragic avalanche incident in Kaslo.

2. Acknowledgement of Aboriginal Territory

3. Changes to the Proposed Agenda

Item 12 C “Approve Policies 620 and 621 for Field Testing” was added to the agenda.

4. Adoption of Agenda

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

22/23-022

THAT the Agenda for this January 10, 2023 meeting **BE ADOPTED**, as amended.

The motion passed unanimously.



5. **Receiving Presentations** – Nil
6. **Comments or Questions from the Public regarding items on this Agenda** – Nil
7. **Consent Package** – Nil
8. **Adoption of Minutes**

The Superintendent added a paragraph to item 11B to the minutes of the December 13 meeting where an amendment was defeated:

“The amended resolution was duly moved and seconded

THAT** Policy 131: Trustee Indemnity be updated to reflect that Trustee remuneration will be calculated for each July 1st based on the median Trustee remuneration in the province, BC CPI to the year prior **BE APPROVED.

*The amendment to the resolution was **defeated** with 7 opposed.”*

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

22/23-023

THAT the minutes from the December 13, 2022 Meeting of the Board held in public **BE ADOPTED** as amended.

The motion carried unanimously.

9. **Future and Action Item Tracking**

10. **Education**

A. Strategic Plan Public Engagement

The Superintendent outlined the process around the redevelopment of the Strategic Plan. She provided an overview of the Public Engagement Platform and showed the ways allowing for members of the public to get engaged and provide feedback. The SD8 Strategic Plan Consultation Schedule provides a timeline for the process.

It was discussed to ensure engagement through local newspapers and media.

B. Aboriginal Education Continuous Learning Report

The District Principal – Aboriginal Education, G. Higginbottom, provided a report on Aboriginal Education in the district. The Aboriginal Education Continuous Learning Report outlined specific actions for 2022-2023.

The Trustees expressed their gratitude for the successes that have been made regarding literacy and graduation rates.

C. Indigenous Graduation Credit

The District Principal – Aboriginal Education, G. Higginbottom, provided details of the provincial Indigenous Graduation Credit Requirement, that will be coming up in the school year 2023-2024. Students are required to successfully complete at least 4 credits in Indigenous-focused coursework. In School District 8 (Kootenay Lake) all Secondary Schools will provide one or more courses as of next school year.

D. Kindergarten Registration 2023-2024

The District Principal – Early Years & Inclusive Education, N. Ross, provided information on Kindergarten Registration 2023-2024. The district advertises on the SD8 website as well as on all elementary school websites and in local media, the registration process is now in progress. In



spring each Kindergarten holds an event and provides opportunities for children and families get excited for kindergarten.

E. K-12 Reporting Policy Implementation 2023-2024

The District Principal – Early Years & Inclusive Education, N. Ross, and the Director of Instruction – Equity, Inclusion & Diversity, D. Holitzki, shared key aspects of the implementation of the new K-12 Reporting Policy effective July 01, 2023. The district will continue to use the MyEdBC platform for reporting.

F. School Completion 2021-2022

The District Director of Instruction – Innovative Learning, B. Eaton, provided information on school completion rates. Both the first-time graduation rates and the and the 6-year completion rates, showed significant increases for all students as well as for Indigenous students and students with diverse needs.

11. Operations and Finance

A. Budget Development Process and Schedule 2023-2024

The Secretary-Treasurer outlined the budget development process and discussed the budget calendar. He encouraged everyone to participate in the process which is interwoven with the strategic plan development. The development of a multi-year budget that will be forthcoming in the future. The Secretary-Treasurer assured that Trustees will receive updated draft budgets ahead of meetings so they can make informed decisions.

UPON a motion duly made and seconded it was **RESOLVED:** 22/23-024

THAT the budget development process and schedule 2023-2024 **BE APPROVED.**

The motion carried unanimously.

B. Statement of Financial Information (SOFI)

The Secretary-Treasurer provided information in the Statement of Financial Information as provided on the school district's website.

C. School Fees Report

The Secretary-Treasurer provided an update on the School Fees Report. The report states that that the school fees charged are in compliance with the BC School Act and regulations. The district takes financial hardships into consideration: no student has been denied an opportunity to participate in a course or activity because they did not pay the fees. A proposal for the 2023-2024 school year fees will go to the Board in April 2023.

In response to Trustees' questions, the Secretary-Treasurer answered that the report was created by an external contractor at a cost of CAD 3,000 plus tax. With the information provided it is money well spent.

12. Governance and Policy

A. Policy Approval

The Superintendent highlighted the changes that were proposed in the policies.

The Date of amendment will be updated to the date of approval.



The Chair pointed out that the title for policy 130 needs to be changed to Trustees Professional and Ethical Conduct.

There was further discussion on Policy 130. The proposed motion was divided as follows:

- Proposed motion: THAT policy 130 BE APPROVED.
- Proposed motion: THAT policies 124, 131, 150, 160, and 190 BE APPROVED.

One Trustee pointed out that “Committees of the Whole” no longer exist, and the wording needs to be changed to “Partner Advisory Committee” in section 3.2 of Policy 130.

One Trustee moved an amendment to replace “criticizing” with “undermining” in section B of the Code of Ethics that outlines that “Trustees will [...] refrain from criticizing Board decisions”.

After some discussion about the amendment

UPON an amendment duly made and seconded it was **RESOLVED:**

THAT the wording “criticizing” **BE AMENDED** to “undermining” in the Code of Ethics outlines in Policy 130.

The amendment was defeated with 5 opposed. The Board then discussed the main motion.

UPON a motion duly made and seconded it was **RESOLVED:** 22/23-025

THAT policy 130 **BE APPROVED.**

Motion carried with 2 opposed.

The Superintendent went through proposed changes in the other policies.

Amendments to policy 150:

- In bullet point 2 of Policy 150 “council” needs to be replaced with “provincial council”. Furthermore, “conferences” needs to be replaced with “BCPSEA AGM and symposium”.
- Section 4 of policy 150 should reflect the Secretary-Treasurer and the Superintendent are encouraged to attend the BCPSEA AGM, the BCPSEA Academy, as well as KBB meetings and conventions.

Amendments to policy 160:

- The word “guidelines” needs to be replaced with “procedures” in policy 160. This change applies to all other policies as well.

UPON a motion duly made and seconded it was **RESOLVED:** 22/23-026

THAT policies 124, 131, 150, 160, and 190 **BE APPROVED.**

Motion carried unanimously.

B. Rescind Policy

The Superintendent outlined that Policy 251 is no longer aligned with current legislation and, therefore, needs to be rescinded.

UPON a motion duly made and seconded it was **RESOLVED:** 22/23-027

THAT policy 251 **BE RESCINDED.**

Motion carried Unanimously.

C. Approve Policies 620 and 621 for Field Testing

UPON a motion duly made and seconded it was **RESOLVED:** 22/23-028

THAT policies 620 and 621 **BE APPROVED** for field testing.

Motion carried unanimously.



D. Board Meeting Locations

The Board agreed upon the Chair's suggestion to include the discussion around Board meeting locations to when the Board Schedule for the next school year is created.

E. Trustee Classroom Visits

The Trustees discussed the motion that was brought forward regarding Trustee classroom visits.

Due to the advanced time, the duration of the meeting had to be extended.

UPON a motion duly made and seconded it was **RESOLVED** at 7:57 PM: 22/23-029

THAT the extending the meeting by 30 minutes **BE APPROVED**.

Motion carried with 1 opposed.

Trustees agreed upon resolving the motion and then refer the item to a working session at a later date.

UPON a motion duly made and seconded it was **RESOLVED:** 22/23-030

THAT Trustees are encouraged to visit classrooms as volunteers to keep in touch with the grassroots of our school district in order to aid the best possible governance of our district. This can occur only when invited by a teacher and after notification of the school administration.

The motion was defeated with 6 opposed.

13. Human Resources – Nil

14. Trustee Reports

- A. Trustees – Nil
- B. Chair – Nil
- C. BCSTA – Nil
- D. BCPSEA – Nil
- E. RDCK – Nil
- F. Other Committees – Nil
- G. Student Trustees

Student Trustee Gatto-Beebe reported that Leadership classes have worked hard to raise school spirit. Student council was disbanded until they have a teacher advisor and a constitution.

Student Trustee Holland stated that the Green Team had its first meeting the previous week. The Mt. Sentinel group "from the heart" is working on the project "from the heart to the roots".

Trustee Fisher provided information on the success of the lunch program which has allowed for donations to the foodbank.

15. Comments or Questions from the Public

A member of the public inquired about draft policy 430 regarding School Fees. The Superintendent explained the process for policy creation. The Policy review committee decides whether a proposed change in policy is brought to the Board.



16. Meeting Schedule and Reminders

A. Board Meetings

The next Meeting of the Board held in the public is scheduled for February 14, 2023.

17. Adjournment of Meeting

The meeting was adjourned at 8:20 PM.

Board Chair

Secretary-Treasurer



| Board Meeting | Resolution # | Resolution Summary | Resolution | Assignment | Action Taken w/ Date | Complete |
|--------------------------------|--------------|---|---|---------------------|--|-------------|
| Resolutions in Progress | | | | | | |
| June 15, 2021 | 20/21-064 | Resolutions rescinded, report showing school catchments | THAT resolution 12/13-061, BE RESCINDED; THAT resolution 10/11-156, BE RESCINDED; AND THAT staff prepare and submit to the Board a report showing overlaid maps of the District, school catchments, and District and RDCK electoral boundaries. | Secretary-Treasurer | - Resolutions rescinded at June 15, 2021 board meeting. - Map creation in process; the Secretary-Treasurer will provide an update in March 2023 | In Progress |
| February 26, 2019 | 18/19-092 | Properties Sell or Defer | WHEREAS there are nine Board owned properties under consideration for sale in the existing 2016-2026 Facilities Plan, which the Board has previously resolved to sell; WHEREAS the Board is currently in the process creating a new facilities plan (the "2019-2029 Facilities Plan"), for which it is currently consulting with stakeholders and has contracted Baragar Systems to provide long-range enrolment projections and demographic analysis; Moved by Trustee Lang , seconded by Trustee Chew: NOW THEREFORE BE IT RESOLVED THAT in line with past Board resolutions, the following property interests be sold forthwith: 1. Former Crawford Bay maintenance yard; 2. Retallack land; 3. Former Yahk Elementary, and; 4. Ymir Land; THAT the sale of the following property interests be deferred until the Board adopts the new 2019-2029 Facilities Plan: 1. Former Al Collinson Elementary; 2. Former Gordon Sargent Elementary; 3. Kin Park in Creston, and; 4. Salmo tennis court & pool land | Secretary-Treasurer | -LRFP adopted Dec 10, 2019 -Appraisals for 8 properties received. -Quotes received from realtors. -Discussions in process with various interested buyers/lessors. -Properties to be leased (licensed) are licensed, including the former Al Collinson, former Gordon Sargent. -Properties to be sold have been put up for sale as of September 2020. - Johnstone Road property sold February 2021. - Kinsmen Park property sold February 2022. - Yahk property sold February 2022. - Retallack I property sold September, 2021. | In Progress |
| Standing Resolutions | | | | | | |
| | | | | | | |



| Board Meeting | Resolution # | Resolution Summary | Resolution | Assignment | Action Taken w/ Date | Complete |
|--|--------------|---|--|------------|----------------------|----------|
| Resolutions for Repeal or Replacement | | | | | | |
| | | | | | | |
| Completed Resolutions | | | | | | |
| January 10, 2023 | 22/23-030 | Trustee Classroom Visits | THAT Trustees are encouraged to visit classrooms as volunteers to keep in touch with the grassroots of our school district in order to aid the best possible governance of our district. This can occur only when invited by a teacher and after notification of the school administration. The motion was defeated with 2 in favor. The topic will be revisited in a working session. | | Motion defeated | Complete |
| January 10, 2023 | 22/23-029 | Extend Meeting | THAT the extending the meeting by 30 minutes BE APPROVED. | | | Complete |
| January 10, 2023 | 22/23-028 | Approve Policies 620 and 621 for Field Testing | THAT policies 620 and 621 BE APPROVED for field testing. | | | Complete |
| January 10, 2023 | 22/23-027 | Rescind Policy 251 | THAT policy 251 BE RESCINDED. | | | Complete |
| January 10, 2023 | 22/23-026 | Approval of policies 124, 131, 150, 160, and 190. | THAT policies 124, 131, 150, 160, and 190 BE APPROVED. | | | Complete |
| January 10, 2023 | 22/23-025 | Approval of Policy 130 | THAT policy 130 BE APPROVED. | | | Complete |
| January 10, 2023 | 22/23-024 | Approval of budget development schedule | THAT the budget development process and schedule 2023-2024 BE APPROVED. | | | Complete |
| January 10, 2023 | 22/23-023 | Adoption of Minutes | THAT the minutes from the December 13, 2022 Meeting of the Board held in public BE ADOPTED as amended. | | | Complete |
| January 10, 2023 | 22/23-022 | Adoption of Agenda | THAT the Agenda for this January 10, 2023 meeting BE ADOPTED, as amended. | | | Complete |
| December 13, 2022 | 22/23-021 | BCSTA Climate Action Working Group | THAT sending the statement: "The Board of Kootenay Lake SD8 strongly supports the continuation of the Climate Change Working Group. Included in the terms of reference we would welcome the addition of 1) a pathway of advocacy for established timelines on the MoECC commitments to Education and Climate Literacy. We would also welcome inclusion of 2) a pathway of advocacy for the MoECC commitment to Climate Literacy to include Climate Action Curriculum creation and support in our Province and Districts." to the BCSTA Provincial Council BE APPROVED. | | | Complete |
| December 13, 2022 | 22/23-020 | Trustee Remuneration | THAT Policy 131: Trustee Indemnity be updated to reflect that Trustee remuneration will be calculated for each July 1st based on the change between the most recent December 31, BC CPI published rate as compared to the December 31, BC CPI to the year prior BE APPROVED. | | | Complete |
| December 13, 2022 | 22/23-019 | Strategic Plan Public Engagement Process 2022-2023 | THAT the Board APPROVE the Strategic Plan Public Engagement Process 2022-2023. | | | Complete |
| December 13, 2022 | 22/23-018 | Adoption of Minutes | THAT the minutes from the November 08, 2022 Meeting of the Board held in public BE ADOPTED. | | | Complete |
| December 13, 2022 | 22/23-017 | Adoption of Agenda | THAT the Agenda for this December 13, 2022 meeting BE ADOPTED, as circulated. | | | Complete |
| November 8, 2022 | 22/23-016 | Adoption of Minutes | THAT the minutes from the October 11, 2022 Meeting of the Board held in public BE ADOPTED as circulated. | | | Complete |
| November 8, 2022 | 22/23-015 | Destruction of Ballots | THAT the ballots for the election of School District 8 Kootenay Lake 2022-2023 Board Chair, Vice-Chair, Provincial Representatives, and Partner Advisory Chairs BE DESTROYED. | | | Complete |
| November 8, 2022 | 22/23-014 | Adoption of Agenda | THAT the Agenda for this November 08, 2022 meeting BE ADOPTED as circulated. | | | Complete |
| October 31, 2022 | 22/23-013 | Disclosure of 22/23-020C "Responses to false information" | THAT on an ongoing basis the Chair be authorized to request that the Superintendent prepare responses to other false allegations and information made or provided by a trustee that undermines the reputation and credibility of the Board, for review at a closed meeting of the Board prior to publication, BE APPROVED. | | | Complete |
| October 11, 2022 | 22/23-012 | BAA Course Approval | THAT the Board Authority Authorized courses •Orientation and Mobility 11 and •Braille 10, Unified English Braille BE APPROVED. | | | Complete |



FROM: Trish Smillie, Superintendent
DATE: February 14, 2023
SUBJECT: Literacy Continuous Learning Report 2022-2023

For Information

Introduction

This memorandum provides an overview of the [Literacy Continuous Learning Report for the 2022-2023 school year](#).

Background

The mandate of public education is to develop the educated citizen. School District No.8 (Kootenay Lake) is guided by its vision and core values. All resources and district initiatives are aligned with Ministry of Education and Child Care goals. School learning plans also support the commitment to the “Educated Citizen” mandate that focuses on the intellectual, human and social and career development of every student.

Information

SD8 has one literacy goal for all students from kindergarten through grade 12:

“Improve literacy proficiency for all learners”

The Literacy Continuous Learning Report 2022-2023 looks at student literacy trends in district data and provides a description of the supports, resources and goals that comprise SD8’s commitment to ensuring literacy success for all learners.

Action items are prioritized for the 2022-2023 school year to ensure continuous learning for all learners, including Indigenous learners, learners with diverse abilities, children and youth in care, and English language learners. These action items are connected to the priority areas outlined in the SD8 2021-2022 Enhancing Student Learning Report.

With the implementation of a district-wide literacy coherence model, SD8 is optimistic that all students will be set up for success throughout their K-12 school experience and beyond.





School District 8
Kootenay Lake

LITERACY CONTINUOUS LEARNING REPORT 2022-2023

Prepared February 14, 2022





ACKNOWLEDGEMENT

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.



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EXECUTIVE SUMMARY

School District No. 8 (Kootenay Lake) (SD8) has an overall goal that all learners graduate from high school with dignity, purpose and options for their future. In addition, in recent years, school districts have also been tasked provincially with looking beyond the K-12 model to ensure that the needs of children aged birth to pre-kindergarten are also being met.

The 2022-2023 Literacy Continuous Learning Report reflects SD8's strategic priorities for all learners. These priorities are guided by the district's vision and values and supported by school learning plans. Priorities outlined in the [SD8 Enhancing Student Learning \(ESL\)](#) report are reflected within the goals and action items in the SD8 Literacy Continuous Learning plan.

SD8's strategic goals are literacy, numeracy, inclusion and Indigenization. The district's vision focuses on excellence for all learners in a nurturing environment. These goals and vision align with the goals of the [Ministry of Education and Child Care's "Service Plan 2022-2025."](#)

SD8 recognizes that equity is the foundation for improving learner achievement; it is central to the learner's experience and engagement. Linking learner achievement to equity, inclusion and diversity will increase a learner's well-being, engagement and connection to others and to school.

The items in the Literacy Continuous Learning Report's action plan will be given high priority for the 2022-23 school year. SD8 continually monitors these priorities to ensure continuous improvement for all learners, including Indigenous learners, learners with diverse abilities, children and youth in care, and English language learners.

SD8 continues to look for ways to build on strengths and celebrate learner success. By referring to data that informs decision-making, planning and practices, and by working with education partners, the district can make a difference for all SD8 learners.

The Literacy Continuous Learning Report supports the priorities outlined in SD8's strategic plan. These priorities are central to the district's vision, which is:

We focus on excellence for all learners in a nurturing environment.

It is vital to ensure the district addresses how each individual's potential connects to SD8's mission, which is:

Focus. Learn. Excel.

This report outlines how SD8 supports learner success in kindergarten to Grade 12 literacy.

Focus. Learn. Excel.



LITERACY ACTION PLAN 2022-2023

1. Support elementary school staff with the implementation of the Early Learning Profile for Literacy (ELP) in grades K-3 and in using school literacy data to support student learning.
2. Pilot an Intermediate Literacy Assessment tool for district-wide implementation in the 2023-2024 school year.
3. Support elementary and middle schools in maintaining high participation rates for provincial assessments and Student Learning Surveys.
4. Facilitate bi-annual primary success meetings with elementary school principals to support all grade K-3 learners.
5. Facilitate end of year transition planning meetings with elementary and middle school teams to support student transitions, particularly focusing on Indigenous learners, learners with diverse abilities, English language learners, and children in care.
6. Facilitate bi-annual graduation transition planning meetings with secondary school Principals to equitably support all grade 10-12 learners and to ensure graduation for all learners.
7. Support K-12 school teams in developing objectives and strategies to support their school literacy goal within the context of their School Learning Plan.





INTRODUCTION

Literacy in SD8

School District No.8 (Kootenay Lake) is guided by its vision and core values. All resources and district initiatives are aligned with Ministry of Education and Child Care goals. School Learning Plans also support the commitment to the “Educated Citizen” mandate that focuses on the intellectual, human and social and career development of every student.

SD8 is a learning organization committed to continuously reviewing, refining and reflecting upon its practice to support the best possible outcomes for learners. SD8 has one literacy goal for all students from Kindergarten through grade 12:

“Improve literacy proficiency for all learners”

Literacy encompasses the ability to analyze critically, to reason, to think independently, and to acquire important skills and bodies of knowledge. Being literate is “the road to human progress and the means through which every person can realize their full potential” (Kofi Annan). The Literacy Continuous Learning Report looks at student literacy trends in district data and provides a description of supports, resources and goals. Develop a repository of primary data sets for school teams and district staff to better understand early learners’ developmental and academic needs.

Over the next three years SD8 will strengthen data retrieval systems, using the available data to plan for system improvement. In addition, SD8 will continue to play a lead role in provincial, regional and community partnerships.

By continually focusing on improving results and striving for equity for all learners, the Ministry of Education and Child Care places student success and well-being at the centre of its mandate. As specified in the [“Statement of Education Policy Order,”](#) the Ministry’s mandate is to develop the “Educated Citizen,” which is defined as the intellectual, human, social, and career development of students.

The Ministry’s ultimate goal is that children achieve their individual potential and become independent adults who have a lifelong appreciation for learning, a curiosity about the world around them, and a capacity for creative thought and expression through compassionate and empathetic worldviews.





EVIDENCE OF LEARNING

SD8's work in the areas of early learning reflect the goals and objectives of the [Ministry of Education and Child Care \(MOECC\) "Service Plan 2022-2025"](#) as follows:

Goal 1: All Students Become Educated Citizens

Objective 1.2: Establish and Maintain High and Measurable Standards

Key strategy: *Provide teachers and students with access to updated learning and teaching resources to support ongoing instruction and assessment across the redesigned K-12 curriculum.*

Goal 2: Learning Environments Foster Healthy and Effective Learning

Objective 2.1: Implement High Yield Strategies to Support Student Growth and Achievement

Key strategy:

- *Improve access to quality early learning opportunities for young children and support transitions into the K-12 education system.*
- *Enhance equity for all learners, including Indigenous learners, learners with diverse abilities, children and youth in care, and English language learners.*

Educational Outcomes: *Learners will meet or exceed literacy expectations.*



Literacy K-3

With the overarching belief that literacy is fundamental to learning and to learner success in school and beyond, and consistent with the Ministry’s “Service Plan 2022-2025,” SD8 has set a goal of improving literacy proficiency for all learners. To that end, SD8 continues to support district and school-wide literacy initiatives.

In 2020, SD8 implemented a three year literacy plan for primary (Kindergarten to grade three). The literacy plan entailed a philosophical and pedagogical shift in practice in SD8. By engaging the expertise of early years literacy consultant Dr. Donna Kozak, SD8 created a series of targeted professional development opportunities for K-3 teachers and Inclusion Support Teachers (ISTs) in addition to utilizing the professional capacities of district support staff. In addition, a district Literacy assessment tool, called the Early Literacy Profile (ELP) was implemented. The Primary Literacy Coherence 3 year plan focuses on the following areas:

- Professional development workshops for Kindergarten to grade three teachers focused on a responsive literacy program designed to meet the needs of all learners
- Community of Practice (C.O.P.) model for teacher collaboration
- Teacher professional resources
- Classroom literacy resources
- An online literacy resource database
- District Literacy K-grade 3 Assessment tool (ELP)
- District Literacy Data platform (CLEVr)
- Targeted classroom support at the primary grade level
- Focus on school primary teams in a Community of Practice (C.O.P.) model
- Bi-annual Primary Success Meetings for Principals and district staff

The following data tables provide literacy information for SD8 Kindergarten to Grade 2 learners from the SD8 Early Literacy Profile (ELP). Data is reported as the percentage of students achieving “Mastery” (proficient/meeting grade level expectations) in a specific literacy subset.



Kindergarten Literacy Data 2021–2022

| Skill Subset | Winter 2022 (Jan/Feb) | Spring 2022 (May) |
|----------------------|-----------------------|-------------------|
| Rhyming Production | 63% | 72% |
| Correct Sound | 32 % | 74 % |
| High Frequency Words | 7 % | 71 % |
| Writing | 3 % | 75 % |

Grade 1 Literacy Data 2021–2022

| Skill Subset | Winter 2022 (Jan/Feb) | Spring 2022 (May) |
|----------------------|-----------------------|-------------------|
| Rhyming Production | 53 % | 66 % |
| Segmenting Phonemes | 27% | 45% |
| Correct Sound | 41% | 84% |
| High Frequency Words | 14 % | 57 % |
| Overall Reading | 7% | 67% |
| Overall Writing | 4 % | 79 % |

Grade 2 Literacy Data 2021–2022

| Skill Subset | Winter 2022 (Jan/Feb) | Spring 2022 (May) |
|----------------------|-----------------------|-------------------|
| Rhyming Production | 35 % | 67 % |
| Segmenting Phonemes | 22 % | 43 % |
| High Frequency Words | 32 % | 82 % |
| Overall Reading | 6 % | 55 % |
| Overall Writing | 6 % | 61 % |

Summary of Key Findings

- A continued focus on primary learner’s reading and writing skills is required.
- A continued focus on school primary teams working together to meet the needs of all learners is desired.
- A district-wide K-3 assessment tool enables staff to track literacy data in the primary years in order to respond in a timely and responsive manner and to allocate resources and supports where needed.



Action Items

- Support elementary school staff with the implementation of the Early Learning Profile for Literacy (ELP) in grades K-3 and in using school literacy data to support student learning.
- Facilitate bi-annual primary success meetings with elementary school Principals to support all grade K-3 learners.
- Support elementary school teams in developing objectives and strategies to support their school literacy goal within the context of their School Learning Plan.

SD8 district and school staff will continue to focus on the literacy goal of all students finishing Grade 3 proficient in their oral language, reading and writing skills. The K-3 district literacy plan, including the implementation of a district-wide literacy formative assessment tool, along with regular learning updates with school primary teams, and ongoing tracking of primary learners, will ensure that SD8 is on track to achieve the literacy goal, with 80% overall literacy mastery achievement for the spring 2023.

Literacy 4-12

To ensure that all learners improve in their literacy proficiency, SD8 focuses on ongoing collaboration with all education partners, including school staffs, Aboriginal Education staff, and district itinerant staff. The 3-year district literacy plan for grades 4-12 includes a focus on data analysis and improving student participation rates; developing sustainable, collaborative communities of practice focused on literacy tools and assessment strategies; and ensuring that inclusive literacy resources are available to schools and students.

Intermediate and Middle Years

Literacy in the intermediate (grades 4-6) and middle years (grades 7 and 8) focuses on teaching learners to think critically, creatively and reflectively by exploring ideas within and beyond texts. Reading instruction focuses on text comprehension and analysis, and building new understanding by applying the ideas learned to new contexts. Learners gain skills in accessing information and ideas for diverse purposes and from a variety of sources as well as evaluating their relevance, accuracy and reliability. Writing for a variety of purposes including expository, narrative, comparison and contrast, and persuasive formats are taught.

Reference: [BC Curriculum, English Language Arts](#)

Data

SD8 uses the following provincial data in order to inform decisions for supporting learners in literacy:

- Foundation Skills Assessment (FSA), Grades 4 and 7
- Student Learning Surveys (SLS), Grades 4 and 7

The Foundation Skills Assessment is an annual province-wide assessment of students' academic literacy skills in grades 4 and 7. FSA data provides the district and the Ministry of Education and Child Care with valuable information on how well students are progressing in reading comprehension and writing.

Reference: [Foundation Skills Assessment](#)

The Student Learning Survey is an annual province-wide census of grades 4, 7, 10 and 12 students, their parents, and teachers. The questions have been developed with input from partner groups, teachers, and education experts. The Student Learning Survey is a method of obtaining students' opinions about their school experience including questions about the curriculum, school climate, and classroom assessment.

Reference: [BC Student Learning Survey](#)



The following data tables provide information about student academic achievement in literacy (reading comprehension and writing), based on 2021-2022 FSA data. In addition, the tables include Student Learning Survey data reported by students about their reading and writing progress. Participation rates for both the FSA's and Student Learning Surveys is included.

Grade 4 Foundation Skills Assessment (FSA) and Student Learning Survey (SLS) Literacy Data 2021-2022

| FSA Literacy | Participation Rate | Meeting Grade Level Expectations |
|---------------------------------|--------------------|----------------------------------|
| All Students | 79 % | 72 % |
| Indigenous Students | 78 % | 77 % |
| Students with Diverse Abilities | 64 % | 44 % |

| Student Learning Survey: "I continue to get better at reading" | Participation Rate | Students who Agree/Strongly Agree |
|--|--------------------|-----------------------------------|
| All Students | 85 % | 87 % |
| Indigenous Students | 90 % | 86 % |
| Students with Diverse Abilities | 78 % | 95 % |

| Student Learning Survey: "I continue to get better at writing" | Participation Rate | Students who Agree/Strongly Agree |
|--|--------------------|-----------------------------------|
| All Students | 85 % | 83 % |
| Indigenous Students | 90 % | 85 % |
| Students with Diverse Abilities | 78 % | 76 % |

Summary of Key Findings

- Student participation rates in FSA Grade 4 Literacy was 10% higher and on the Student Learning Surveys was 20% higher compared to last year.
- Higher student participation rates will ensure more reliable data at the grade 4 level.
- Student Learning Survey data shows that the majority of grade 4 students believe they are getting better at reading and at writing.
- In FSA Literacy, Indigenous students achieved 5% higher than all students.



Grade 7 Foundation Skills Assessment (FSA) and Student Learning Survey (SLS) Literacy Data 2021–2022

| FSA Literacy | Participation Rate | Meeting Grade Level Expectations |
|---------------------------------|--------------------|----------------------------------|
| All Students | 81 % | 63 % |
| Indigenous Students | 76 % | 59 % |
| Students with Diverse Abilities | 71 % | 34 % |

| Student Learning Survey: “I continue to get better at reading” | Participation Rate | Students who Agree/Strongly Agree |
|--|--------------------|-----------------------------------|
| All Students | 87 % | 82 % |
| Indigenous Students | 88 % | 80 % |
| Students with Diverse Abilities | 77 % | 65 % |

| Student Learning Survey: “I continue to get better at writing” | Participation Rate | Students who Agree/Strongly Agree |
|--|--------------------|-----------------------------------|
| All Students | 87 % | 82 % |
| Indigenous Students | 88 % | 85 % |
| Students with Diverse Abilities | 77 % | 68 % |

Summary of Key Findings

- Student participation rates in both FSA Grade 7 Literacy and Student Learning Surveys significantly increased compared to last year.
- Higher student participation rates will ensure more reliable data at the grade 7 level.
- Student Learning Survey data shows that the majority of grade 7 students believe they are getting better at reading and at writing.
- In FSA Literacy, Indigenous students achieved 4% lower than all students.
- Students with diverse abilities achieved 29% lower than all students.
- While grade 7 learners have a strong belief that they continue to get better in reading and writing, their FSA literacy results indicate that literacy needs to be an area of focus.



Action Items Intermediate and Middle Years

- Support elementary and middle schools in maintaining high participation rates for provincial assessments and Student Learning Surveys.
- Pilot an Intermediate Literacy Assessment tool in grades 4-6 for district-wide implementation in the 2023-2024 school year.
- Facilitate end of year transition planning meetings with elementary and middle school teams to support student transitions, particularly focusing on Indigenous learners, learners with diverse abilities, English language learners, and children in care.
- Support school teams in developing objectives and strategies to support their school literacy goal within the context of their School Learning Plan.

SD8 district and school staff will continue to focus on the literacy goal of all students finishing Grade 8 proficient in their reading comprehension and writing skills. The grades 4-8 district literacy plan, which includes piloting a district-wide formative assessment literacy tool, regular learning updates with school intermediate teams, and ongoing tracking of learners as they transition from one grade to the next and from elementary to middle school, will ensure that SD8 is on track to achieve the literacy goal, with 80% of grades 4-8 learners proficient in literacy by the spring 2023.



Graduation Program

The graduation program in the secondary years (grades 10-12) prepares students for graduation and for post-secondary transitions. Students begin collecting credit for courses that go on their high school transcript. They also make course choices based on their Three-Year Graduation Plan. Students may choose from several courses in grades 10-12 in the English Language Arts (ELA) program, with an option for English First Peoples courses. English Studies 12 or English First Peoples 12 are the culminating courses that support the transition to post-secondary institutions.

English Language Arts programming at the graduation program level ensures students are literate citizens as they graduate from secondary school.

Reference: [BC Curriculum, English Language Arts](#)

Data

SD8 uses the following provincial data in order to inform decisions for supporting learners in literacy:

- Graduation Literacy Assessment, Grades 10 and 12
- Student Learning Surveys (SLS), Grades 10 and 12

The **Grade 10 Literacy Assessment** is a provincial assessment that assesses student proficiency in literacy. It is a graduation requirement written by students in their Grade 10 year. The Grade 10 Literacy Assessment assesses students' ability to use critical thinking and analysis to make meaning from a diverse array of texts. It also assesses the ability of students to communicate their ideas. The Grade 10 Literacy Assessment is based on learning across multiple subjects, from kindergarten to Grade 10. Students have up to three times to write the assessment prior to graduating. The assessment is based on a proficiency scale, rather than percentages or letter grades. It is not part of the student's course marks.

Reference: [BC Graduation Literacy Assessment 10](#)

The **Grade 12 Literacy Assessment** is a provincial assessment that assesses students' proficiency in literacy. It is a graduation requirement and completed during students' grade 12 year. The Grade 12 Literacy Assessment assesses students' ability to use critical and reflective thinking and analysis to make meaning from a diverse array of texts. It also assesses students' ability to communicate their ideas and the ideas found in texts. The Grade 12 Literacy Assessment is not based on a particular subject or course; rather it is based on learning across multiple subjects. Students are able to write the Grade 12 Literacy Assessment up to three times if they choose. The assessment is based on a provincial proficiency scale, and is not counted towards post-secondary institution admissions. The student's best mark is recorded on their high school transcript.

Reference: [BC Graduation Literacy Assessment 12](#)

The **Student Learning Survey** is an annual province-wide census of grades 4, 7, 10 and 12 students, their parents, and teachers. The questions have been developed with input from partner groups, teachers, and education experts. The Student Learning Survey is a method of obtaining students' opinions about their school experience including questions about the curriculum, school climate, and classroom assessment.

Reference: [BC Student Learning Survey](#)



Grade 10 Graduation Literacy Assessment and Student Learning Survey (SLS) Literacy Data 2021-2022

| Graduation Literacy Assessment (GLA) | Participation Rate | Meeting Grade Level Expectations |
|--------------------------------------|--------------------|----------------------------------|
| All Students | n/a | 67 % |
| Indigenous Students | n/a | 79 % |
| Students with Diverse Abilities | n/a | 51 % |

| Student Learning Survey: “I continue to get better at reading” | Participation Rate | Students who Agree/Strongly Agree |
|--|--------------------|-----------------------------------|
| All Students | 60 % | 84 % |
| Indigenous Students | 57 % | 93 % |
| Students with Diverse Abilities | 62 % | 76 % |

| Student Learning Survey: “I continue to get better at writing” | Participation Rate | Students who Agree/Strongly Agree |
|--|--------------------|-----------------------------------|
| All Students | 60 % | 86 % |
| Indigenous Students | 57 % | 84 % |
| Students with Diverse Abilities | 62 % | 76 % |

Summary of Key Findings

- Grade 10 Indigenous and diverse learner Student Learning Survey participation significantly increased compared to last year.
- Higher student participation rates help to ensure more reliable data at the Grade 10 level.
- Student Learning Survey data shows that the majority of Grade 10 students believe they are getting better at reading and at writing.
- In Grade 10 Literacy, Indigenous students achieved 12% higher than all students.
- Students with diverse abilities achieved 16% lower than all students.
- While Grade 10 learners have a strong belief that they continue to get better in reading and writing, their GLA literacy results indicate that literacy needs to be an area of focus.



Grade 12 Graduation Literacy Assessment and Student Learning Survey (SLS) Literacy Data 2021-2022

| Graduation Literacy Assessment (GLA) | Participation Rate | Meeting Grade Level Expectations |
|--------------------------------------|--------------------|----------------------------------|
| All Students | n/a | 98 % |
| Indigenous Students | n/a | 100 % |
| Students with Diverse Abilities | n/a | masked |

| Student Learning Survey: “I continue to get better at reading” | Participation Rate | Students who Agree/ Strongly Agree |
|--|--------------------|------------------------------------|
| All Students | 50 % | 84 % |
| Indigenous Students | 43% | 80 % |
| Students with Diverse Abilities | 48 % | 77 % |

| Student Learning Survey: “I continue to get better at writing” | Participation Rate | Students who Agree/ Strongly Agree |
|--|--------------------|------------------------------------|
| All Students | 50 % | 87 % |
| Indigenous Students | 43 % | 84 % |
| Students with Diverse Abilities | 48 % | 69 % |

Summary of Key Findings

- Grade 12 participation rates on the Student Learning Survey is desired.
- 100% of Grade 12 Indigenous learners achieved proficiency on the Graduation Literacy Assessment.

Action Items Graduation Program

- Support secondary schools in improving participation rates for Student Learning Surveys.
- Facilitate bi-annual graduation transition planning meetings with secondary school principals to equitably support all grade 10-12 learners in order to ensure graduation for all learners.
- Support secondary school teams in developing objectives and strategies to support their school literacy goal within the context of their School Learning Plan.

SD8 district and school staff will continue to focus on the literacy goal of all students graduating from Grade 12 proficient in their literacy skills. This will ensure that students graduate from high school with dignity, purpose, and options for their future.

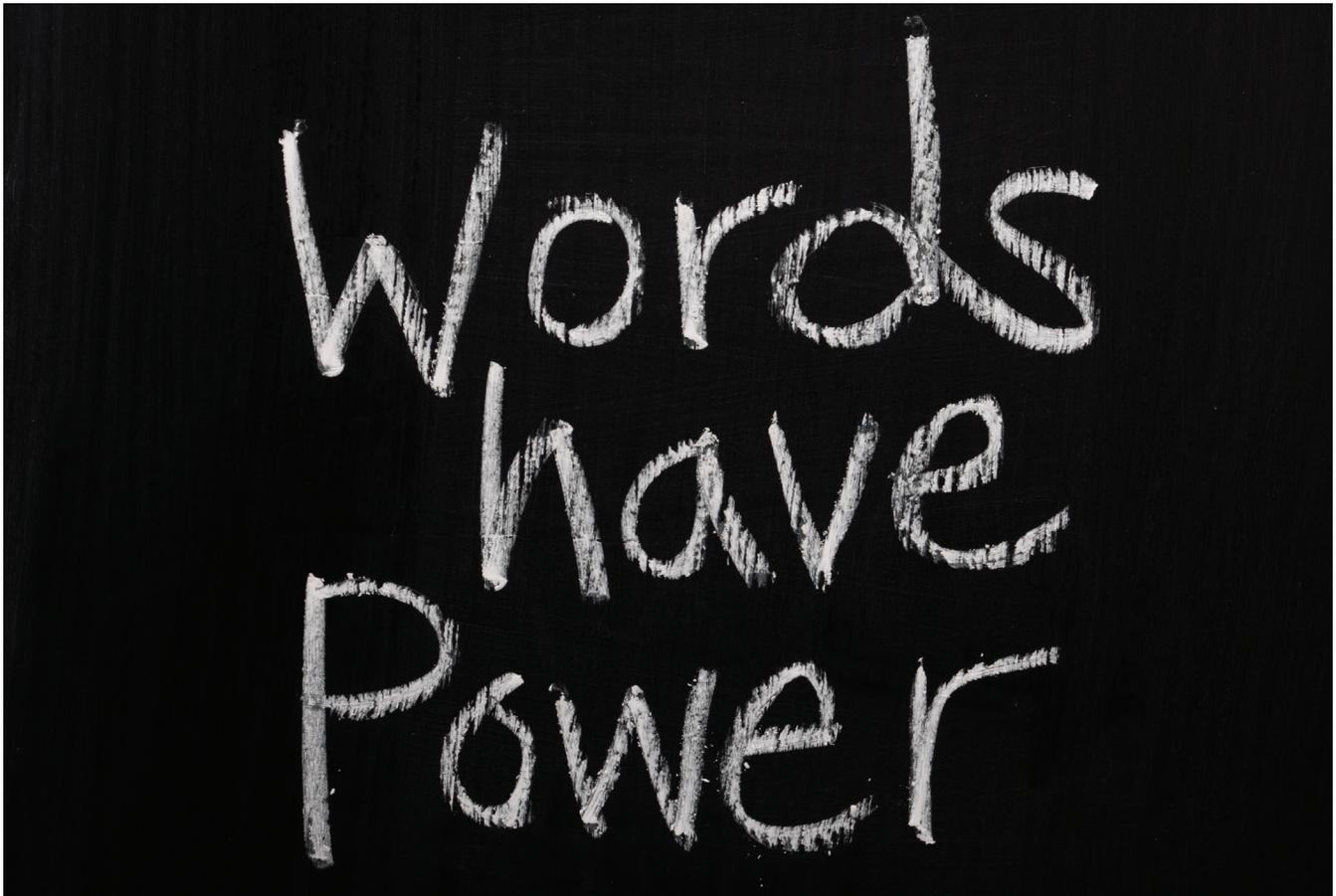


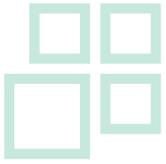
District Priorities

SD8 Literacy focuses on 3 priority areas:

- Implementing and using data for school teams and district staff to better understand learners' literacy academic needs.
- Supporting all learners, including children and youth in care, Indigenous learners, diverse learners and English language learners.
- Improving literacy learning and assessment.

SD8 continues to look for ways to build on strengths and to celebrate student success. By using to data inform decision-making and planning and by working together with education partners, SD8 can make a difference in the education and life outcomes of Kootenay Lake learners. In addition, ongoing professional learning opportunities in literacy are provided through district and school-based professional development days, district workshops, and literacy communities of practice.





CONCLUSION

Supporting all students in achieving strong foundational literacy skills supports SD8’s commitment to ensuring the success of all learners. Implementing inclusive and adaptable programs that allow every child to find success in programs is evident in the collaborative partnerships fostered between SD8 staff and communities as we weave together inclusive supports for all learners and their families. Through this process, SD8 continues to strengthen partnerships to enrich the ways that we lead, learn and work.

Strengthening partnerships throughout the District gives learners opportunities for learning inside and outside of the classroom. From the early years to post-secondary, the District has supports built throughout a student’s learning journey. A focus on setting goals and developing action plans for continued growth in all areas is emphasized.

Studies confirm that effective teachers matter much more than specific curriculum materials, pedagogical approaches, or “proven programs” (Allington & Johnston, 2001). Therefore, it becomes ever apparent that by investing in targeted professional learning for our teachers we will positively impact student learning. A focus on fostering a student appetite for participating in provincial assessments and surveys across all grade levels is important for student success: the higher the rate of participation, the more confidence SD8 has in the data accurately reflecting the perceptions and achievements of all learners.

With the implementation of a district-wide literacy coherence model, SD8 is optimistic that all students will be set up for success throughout their K-12 school experience and beyond.



FROM: Trish Smillie, Superintendent
DATE: February 14, 2023
SUBJECT: Consent Education

For Information

Introduction

This memorandum provides an overview of the new Ministry of Education and Child Care guidance and information for students and families with regard to consent education.

Background

Consent is an agreement to engage in an activity; it occurs when you ask, or give, permission to do something. People use consent in their daily life, including giving and asking for consent for food or drink, physical touch, to take a picture, or to participate in an activity.

In November 2022, new guidance for educators and information for parents and students was provided by the Ministry of Education and Child Care, with the aim of giving K-12 students across the province a better understanding of consent and helping to prevent gender-based violence in BC schools.

The Ministry of Education and Child Care released updated health guides: one for [elementary](#) and one for [secondary](#), as well as expanded [K-12 curriculum](#) resources that support educators in teaching consent with an age-appropriate and non-discriminatory approach in the classroom. The guides have expanded information about consent and provide strategies and examples describing how teachers can better incorporate lessons on consent tailored to the students' age group in their classroom.

In elementary schools, the guides recommend that teachers integrate discussions about consent into regular interactions that students have, such as asking a friend for permission before giving a hug. When students reach middle school, the guides offer examples of how teachers can help students recognize dangerous behaviours in a relationship. These lessons are aimed at giving students a better understanding of how to establish healthy boundaries and body autonomy in all aspects of their lives and relationships. The secondary curriculum expands these topics, and with more sophistication, teaches the FRIES acronym (consent is Freely Given, Reversible, Informed, Enthusiastic, and Specific), clarifies the [age of consent for sexual activity in Canada](#), provides examples of scenarios in popular culture and/or social media that contribute to the normalization of coercion, and teaches students about sexual harassment, assault, and relationship violence.



Information

Teaching consent from kindergarten until Grade 12 is one component of a multi-year action plan to help end gender-based violence. SD8 follows the Ministry of Education and Child Care guidelines and directions with regard to consent education. Consent education is being taught by teachers throughout the district to students in grades K-10 through the [Physical Health Education K-10 curricula](#).

As well, teachers provide consent education to grades 10-12 students through the [Career Life Education curricula](#). In addition, other excellent resources are available to schools to help teachers introduce and discuss consent education; for example, resources are available through [erase BC](#), [Options for Sexual Health](#), the [Foundry](#), [BC Children's Hospital Kelti Mental Health](#), and [SOGI 1-2-3](#).

In the spring of 2023, the Province will offer additional learning sessions through [Safer Schools Together](#) for parents and students on the topics of consent, online safety and healthy relationships. The Province is also updating government's [erase \(expect respect & a safe education\)](#) website to ensure trusted information and resources are available for students, parents and educators. The erase initiative is a strategy to help build safe and caring school communities. The initiative includes empowering students, parents, caregivers, educators and community partners to learn about complex issues (such as consent), how to get help with challenges and how to report concerns to schools.

SD8 is confident that consent education is being provided to students throughout the district, consistent with the guidelines and directions of the Ministry of Education and Child Care. SD8 will continue to work with schools to support the delivery consent education and will monitor the ongoing implementation of this important topic throughout K-12 classrooms.

Further Resources

- BC Government [Erase initiative](#)
- BC Ministry of Education and Child Care: Kindergarten to Grade 12 Supporting Student Health Resource Guides
 - [Supporting Student Health - Elementary](#)
 - [Supporting Student Health - Secondary](#)
- Canadian Red Cross [Relationship Violence Including Assault](#)
- RCMP [Brochure: Respect Sexual Consent](#)
- Safe Campuses BC [What is Consent?](#)



FROM: Johan Glaudemans, Secretary-Treasurer
DATE: February 14, 2023
SUBJECT: 2022-2023 Amended Annual Budget Bylaw

For Approval

Background

This memorandum provides information on SD8's proposed 2022-2023 Amended Annual Budget Bylaw.

Information

During the May 24, 2022 Meeting of the Board held in Public, the Board approved the 2022-2023 Annual Budget. This Budget was based on the best information available at that time, including estimated enrollment information. Revenues were based on this estimate.

Every year at the end of September all districts perform a student enrollment count and subsequently report the count to the Ministry. Provincial grants are adjusted based on the actual enrollment numbers and the Board approve the Amended Annual Budget Bylaw in February each year.

Recommendation

Attached is the School District No. 8 (Kootenay Lake) Amended Annual Budget Bylaw for fiscal year 2022/2023 for the Board's consideration and approval.

To approve the Bylaw in one evening requires unanimous consent of the Board. The motion below and the attached Annual Capital Bylaw is presented for the Board's consideration and approval:

...THAT the Board of Education proceed to conclude three readings in one evening for the School District No. 8 (Kootenay Lake) Amended Annual Budget Bylaw for fiscal year 2022/2023.



Amended Annual Budget

School District No. 08 (Kootenay Lake)

June 30, 2023



School District No. 08 (Kootenay Lake)

June 30, 2023

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



AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 08 (KOOTENAY LAKE) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2022/2023 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 08 (Kootenay Lake) Amended Annual Budget Bylaw for fiscal year 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$74,695,012 for the 2022/2023 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2022/2023.

READ A FIRST TIME THE 14th DAY OF FEBRUARY, 2023;

READ A SECOND TIME THE 14th DAY OF FEBRUARY, 2023;

READ A THIRD TIME, PASSED AND ADOPTED THE 14th DAY OF FEBRUARY, 2023;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 08 (Kootenay Lake) Amended Annual Budget Bylaw 2022/2023, adopted by the Board the 14th DAY OF FEBRUARY, 2023.

Secretary Treasurer



School District No. 08 (Kootenay Lake)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2023

| | 2023 Amended Annual Budget | 2023 Annual Budget |
|---|-------------------------------|-----------------------|
| Ministry Operating Grant Funded FTE's | | |
| School-Age | 4,732.563 | 4,670.000 |
| Adult | 2.125 | 2.000 |
| Total Ministry Operating Grant Funded FTE's | 4,734.688 | 4,672.000 |
| Revenues | | |
| | \$ | \$ |
| Provincial Grants | | |
| Ministry of Education and Child Care | 66,614,880 | 63,397,933 |
| Other | 409,576 | 403,076 |
| Federal Grants | | 25,000 |
| Tuition | 1,770,150 | 1,770,150 |
| Other Revenue | 1,857,010 | 1,876,230 |
| Rentals and Leases | 72,000 | 72,000 |
| Investment Income | 116,000 | 46,000 |
| Amortization of Deferred Capital Revenue | 2,859,112 | 2,705,386 |
| Total Revenue | 73,698,728 | 70,295,775 |
| Expenses | | |
| Instruction | 55,390,050 | 52,816,058 |
| District Administration | 3,829,873 | 3,614,355 |
| Operations and Maintenance | 12,212,265 | 11,801,179 |
| Transportation and Housing | 3,060,184 | 3,035,017 |
| Total Expense | 74,492,372 | 71,266,609 |
| Budgeted Surplus (Deficit), for the year | (793,644) | (970,834) |
| Budgeted Surplus (Deficit), for the year comprised of: | | |
| Operating Fund Surplus (Deficit) | | |
| Special Purpose Fund Surplus (Deficit) | | |
| Capital Fund Surplus (Deficit) | (793,644) | (970,834) |
| Budgeted Surplus (Deficit), for the year | (793,644) | (970,834) |



School District No. 08 (Kootenay Lake)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2023

| | 2023 Amended Annual Budget | 2023 Annual Budget |
|---|-------------------------------|-----------------------|
| Budget Bylaw Amount | | |
| Operating - Total Expense | 60,067,442 | 58,898,657 |
| Operating - Tangible Capital Assets Purchased | 23,500 | 23,500 |
| Special Purpose Funds - Total Expense | 10,569,534 | 8,574,605 |
| Special Purpose Funds - Tangible Capital Assets Purchased | 179,140 | 93,627 |
| Capital Fund - Total Expense | 3,855,396 | 3,793,347 |
| Total Budget Bylaw Amount | 74,695,012 | 71,383,736 |

Approved by the Board

| | |
|--|-------------|
| Signature of the Chairperson of the Board of Education | Date Signed |
| Signature of the Superintendent | Date Signed |
| Signature of the Secretary/Treasurer | Date Signed |

DRAFT



School District No. 08 (Kootenay Lake)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2023

| | 2023 Amended Annual Budget | 2023 Annual Budget |
|---|-------------------------------|-----------------------|
| | \$ | \$ |
| Surplus (Deficit) for the year | (793,644) | (970,834) |
| Effect of change in Tangible Capital Assets | | |
| Acquisition of Tangible Capital Assets | | |
| From Operating and Special Purpose Funds | (202,640) | (117,127) |
| Total Acquisition of Tangible Capital Assets | (202,640) | (117,127) |
| Amortization of Tangible Capital Assets | 3,855,396 | 3,793,347 |
| Total Effect of change in Tangible Capital Assets | 3,652,756 | 3,676,220 |
| | - | - |
| | - | - |
| (Increase) Decrease in Net Financial Assets (Debt) | 2,859,112 | 2,705,386 |



School District No. 08 (Kootenay Lake)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2023

| | Operating Fund \$ | Special Purpose Fund \$ | Capital Fund \$ | 2023 Amended Annual Budget \$ |
|--|-------------------------|-------------------------------|-----------------------|-------------------------------------|
| Accumulated Surplus (Deficit), beginning of year | 1,478,816 | | 23,501,083 | 24,979,899 |
| Changes for the year | | | | |
| Net Revenue (Expense) for the year | 23,500 | 179,140 | (996,284) | (793,644) |
| Interfund Transfers | | | | |
| Tangible Capital Assets Purchased | (23,500) | (179,140) | 202,640 | - |
| Net Changes for the year | - | - | (793,644) | (793,644) |
| Budgeted Accumulated Surplus (Deficit), end of year | 1,478,816 | - | 22,707,439 | 24,186,255 |

School District No. 08 (Kootenay Lake)

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2023

| | 2023 Amended Annual Budget | 2023 Annual Budget |
|---|-------------------------------|-----------------------|
| | \$ | \$ |
| Revenues | | |
| Provincial Grants | | |
| Ministry of Education and Child Care | 57,268,706 | 56,132,201 |
| Other | 320,076 | 313,576 |
| Tuition | 1,770,150 | 1,770,150 |
| Other Revenue | 560,010 | 604,230 |
| Rentals and Leases | 72,000 | 72,000 |
| Investment Income | 100,000 | 30,000 |
| Total Revenue | 60,090,942 | 58,922,157 |
| Expenses | | |
| Instruction | 45,281,916 | 44,665,145 |
| District Administration | 3,780,398 | 3,564,880 |
| Operations and Maintenance | 7,968,699 | 7,664,203 |
| Transportation and Housing | 3,036,429 | 3,004,429 |
| Total Expense | 60,067,442 | 58,898,657 |
| Net Revenue (Expense) | 23,500 | 23,500 |
| Net Transfers (to) from other funds | | |
| Tangible Capital Assets Purchased | (23,500) | (23,500) |
| Total Net Transfers | (23,500) | (23,500) |
| Budgeted Surplus (Deficit), for the year | - | - |

School District No. 08 (Kootenay Lake)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2023

| | 2023 Amended Annual Budget | 2023 Annual Budget |
|---|-------------------------------|-----------------------|
| | \$ | \$ |
| Provincial Grants - Ministry of Education and Child Care | | |
| Operating Grant, Ministry of Education and Child Care | 56,549,165 | 55,381,880 |
| ISC/LEA Recovery | (68,880) | (113,100) |
| Other Ministry of Education and Child Care Grants | | |
| Pay Equity | 300,996 | 300,996 |
| Funding for Graduated Adults | 14,147 | 14,147 |
| Student Transportation Fund | 419,602 | 419,602 |
| Support Staff Benefits Grant | 43,200 | 43,200 |
| FSA Scorer Grant | 8,187 | 8,187 |
| Early Learning Framework (ELF) Implementation | 2,289 | 2,289 |
| Other MOE Dial Credit Grant | | 75,000 |
| Total Provincial Grants - Ministry of Education and Child Care | 57,268,706 | 56,132,201 |
| Provincial Grants - Other | 320,076 | 313,576 |
| Tuition | | |
| International and Out of Province Students | 1,725,150 | 1,725,150 |
| Distance Learning/ Correspondence Cours fees | 45,000 | 45,000 |
| Total Tuition | 1,770,150 | 1,770,150 |
| Other Revenues | | |
| Funding from First Nations | 68,880 | 113,100 |
| Miscellaneous | | |
| CSF Tuition | 412,812 | 412,812 |
| Private School Bussing | 67,348 | 67,348 |
| Cultural Grants | 10,370 | 10,370 |
| Sales | 600 | 600 |
| Total Other Revenue | 560,010 | 604,230 |
| Rentals and Leases | 72,000 | 72,000 |
| Investment Income | 100,000 | 30,000 |
| Total Operating Revenue | 60,090,942 | 58,922,157 |



School District No. 08 (Kootenay Lake)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2023

| | 2023 Amended Annual Budget | 2023 Annual Budget |
|-------------------------------------|-------------------------------|-----------------------|
| | \$ | \$ |
| Salaries | | |
| Teachers | 22,036,474 | 21,614,438 |
| Principals and Vice Principals | 3,842,187 | 4,175,277 |
| Educational Assistants | 3,017,468 | 2,961,319 |
| Support Staff | 6,748,643 | 6,618,551 |
| Other Professionals | 2,326,766 | 2,241,341 |
| Substitutes | 3,097,456 | 3,089,158 |
| Total Salaries | 41,068,994 | 40,700,084 |
| Employee Benefits | 10,236,669 | 10,129,958 |
| Total Salaries and Benefits | 51,305,663 | 50,830,042 |
| Services and Supplies | | |
| Services | 1,980,510 | 2,047,434 |
| Student Transportation | 270,309 | 240,309 |
| Professional Development and Travel | 884,511 | 775,511 |
| Rentals and Leases | 34,441 | 34,441 |
| Dues and Fees | 89,682 | 89,682 |
| Insurance | 152,539 | 152,539 |
| Supplies | 3,541,162 | 3,149,073 |
| Utilities | 1,808,625 | 1,579,626 |
| Total Services and Supplies | 8,761,779 | 8,068,615 |
| Total Operating Expense | 60,067,442 | 58,898,657 |



School District No. 08 (Kootenay Lake)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2023

| | Teachers Salaries | Principals and Vice Principals Salaries | Educational Assistants Salaries | Support Staff Salaries | Other Professionals Salaries | Substitutes Salaries | Total Salaries |
|--|----------------------|---|---------------------------------------|------------------------------|------------------------------------|-------------------------|-------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| 1 Instruction | | | | | | | |
| 1.02 Regular Instruction | 18,494,596 | - | - | - | - | 2,468,050 | 20,962,646 |
| 1.03 Career Programs | - | - | - | - | - | - | - |
| 1.07 Library Services | 237,636 | - | - | 93,240 | - | - | 330,876 |
| 1.08 Counselling | 210,234 | - | - | - | - | - | 210,234 |
| 1.10 Special Education | 2,235,205 | - | 2,818,931 | 67,173 | 166,816 | 252,633 | 5,540,758 |
| 1.30 English Language Learning | 34,594 | - | - | - | - | - | 34,594 |
| 1.31 Indigenous Education | 712,840 | 143,810 | 198,537 | - | - | 2,101 | 1,057,288 |
| 1.41 School Administration | - | 3,405,963 | - | 1,182,414 | - | 29,652 | 4,618,029 |
| 1.60 Summer School | 111,369 | 143,810 | - | 73,435 | - | - | 328,614 |
| 1.61 Continuing Education | - | - | - | - | - | - | - |
| Total Function 1 | 22,036,474 | 3,693,583 | 3,017,468 | 1,416,262 | 166,816 | 2,752,436 | 33,083,039 |
| 4 District Administration | | | | | | | |
| 4.11 Educational Administration | - | 148,604 | - | - | 649,812 | - | 798,416 |
| 4.40 School District Governance | - | - | - | - | 171,801 | - | 171,801 |
| 4.41 Business Administration | - | - | - | 327,509 | 926,431 | - | 1,253,940 |
| Total Function 4 | - | 148,604 | - | 327,509 | 1,748,044 | - | 2,224,157 |
| 5 Operations and Maintenance | | | | | | | |
| 5.41 Operations and Maintenance Administration | - | - | - | 27,873 | 314,005 | - | 341,878 |
| 5.50 Maintenance Operations | - | - | - | 3,212,738 | - | 214,820 | 3,427,558 |
| 5.52 Maintenance of Grounds | - | - | - | 180,419 | - | - | 180,419 |
| 5.56 Utilities | - | - | - | - | - | - | - |
| Total Function 5 | - | - | - | 3,421,030 | 314,005 | 214,820 | 3,949,855 |
| 7 Transportation and Housing | | | | | | | |
| 7.41 Transportation and Housing Administration | - | - | - | 48,848 | 97,901 | - | 146,749 |
| 7.70 Student Transportation | - | - | - | 1,534,994 | - | 130,200 | 1,665,194 |
| 7.73 Housing | - | - | - | - | - | - | - |
| Total Function 7 | - | - | - | 1,583,842 | 97,901 | 130,200 | 1,811,943 |
| 9 Debt Services | | | | | | | |
| Total Function 9 | - | - | - | - | - | - | - |
| Total Functions 1 - 9 | 22,036,474 | 3,842,187 | 3,017,468 | 6,748,643 | 2,326,766 | 3,097,456 | 41,068,994 |



School District No. 08 (Kootenay Lake)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2023

| | Total Salaries | Employee Benefits | Total Salaries and Benefits | Services and Supplies | 2023 Amended Annual Budget | 2023 Annual Budget |
|--|-------------------|-------------------|-----------------------------|-----------------------|----------------------------|--------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| 1 Instruction | | | | | | |
| 1.02 Regular Instruction | 20,962,646 | 5,126,451 | 26,089,097 | 2,261,637 | 28,350,734 | 27,307,102 |
| 1.03 Career Programs | - | - | - | - | - | - |
| 1.07 Library Services | 330,876 | 81,266 | 412,142 | 30,100 | 442,242 | 425,728 |
| 1.08 Counselling | 210,234 | 50,036 | 260,270 | - | 260,270 | 491,060 |
| 1.10 Special Education | 5,540,758 | 1,570,624 | 7,111,382 | 243,665 | 7,355,047 | 7,369,832 |
| 1.30 English Language Learning | 34,594 | 8,233 | 42,827 | - | 42,827 | 42,675 |
| 1.31 Indigenous Education | 1,057,288 | 264,697 | 1,321,985 | 143,771 | 1,465,756 | 1,363,115 |
| 1.41 School Administration | 4,618,029 | 1,052,689 | 5,670,718 | 227,259 | 5,897,977 | 6,204,123 |
| 1.60 Summer School | 328,614 | 72,599 | 401,213 | 1,065,850 | 1,467,063 | 1,461,510 |
| 1.61 Continuing Education | - | - | - | - | - | - |
| Total Function 1 | 33,083,039 | 8,226,595 | 41,309,634 | 3,972,282 | 45,281,916 | 44,665,145 |
| 4 District Administration | | | | | | |
| 4.11 Educational Administration | 798,416 | 165,098 | 963,514 | 224,821 | 1,188,335 | 1,183,859 |
| 4.40 School District Governance | 171,801 | 9,964 | 181,765 | 245,144 | 426,909 | 371,809 |
| 4.41 Business Administration | 1,253,940 | 281,361 | 1,535,301 | 629,853 | 2,165,154 | 2,009,212 |
| Total Function 4 | 2,224,157 | 456,423 | 2,680,580 | 1,099,818 | 3,780,398 | 3,564,880 |
| 5 Operations and Maintenance | | | | | | |
| 5.41 Operations and Maintenance Administration | 341,878 | 71,791 | 413,669 | 278,477 | 692,146 | 666,224 |
| 5.50 Maintenance Operations | 3,427,558 | 901,609 | 4,329,167 | 612,700 | 4,941,867 | 4,892,293 |
| 5.52 Maintenance of Grounds | 180,419 | 47,630 | 228,049 | 99,200 | 327,249 | 327,249 |
| 5.56 Utilities | - | - | - | 2,007,437 | 2,007,437 | 1,778,437 |
| Total Function 5 | 3,949,855 | 1,021,030 | 4,970,885 | 2,997,814 | 7,968,699 | 7,664,203 |
| 7 Transportation and Housing | | | | | | |
| 7.41 Transportation and Housing Administration | 146,749 | 34,430 | 181,179 | 20,282 | 201,461 | 201,461 |
| 7.70 Student Transportation | 1,665,194 | 498,191 | 2,163,385 | 671,583 | 2,834,968 | 2,802,968 |
| 7.73 Housing | - | - | - | - | - | - |
| Total Function 7 | 1,811,943 | 532,621 | 2,344,564 | 691,865 | 3,036,429 | 3,004,429 |
| 9 Debt Services | | | | | | |
| Total Function 9 | - | - | - | - | - | - |
| Total Functions 1 - 9 | 41,068,994 | 10,236,669 | 51,305,663 | 8,761,779 | 60,067,442 | 58,898,657 |



School District No. 08 (Kootenay Lake)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2023

| | 2023 Amended Annual Budget | 2023 Annual Budget |
|---|---------------------------------------|-------------------------------|
| | \$ | \$ |
| Revenues | | |
| Provincial Grants | | |
| Ministry of Education and Child Care | 9,346,174 | 7,265,732 |
| Other | 89,500 | 89,500 |
| Federal Grants | | 25,000 |
| Other Revenue | 1,297,000 | 1,272,000 |
| Investment Income | 16,000 | 16,000 |
| Total Revenue | 10,748,674 | 8,668,232 |
| Expenses | | |
| Instruction | 10,108,134 | 8,150,913 |
| District Administration | 49,475 | 49,475 |
| Operations and Maintenance | 388,170 | 343,629 |
| Transportation and Housing | 23,755 | 30,588 |
| Total Expense | 10,569,534 | 8,574,605 |
| Net Revenue (Expense) | 179,140 | 93,627 |
| Net Transfers (to) from other funds | | |
| Tangible Capital Assets Purchased | (179,140) | (93,627) |
| Total Net Transfers | (179,140) | (93,627) |
| Budgeted Surplus (Deficit), for the year | - | - |



School District No. 08 (Kootenay Lake)
 Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2023

| | Annual Facility Grant | Learning Improvement Fund | Scholarships and Bursaries | School Generated Funds | Strong Start | Ready, Set, Learn | OLEP | CommunityLINK | Classroom Enhancement Fund - Overhead |
|--|-----------------------------|---------------------------------|----------------------------------|------------------------------|-----------------|-------------------------|---------|---------------|---|
| | \$ | \$ | \$ | \$ | \$ | | \$ | \$ | \$ |
| Deferred Revenue, beginning of year | - | - | 671,735 | 1,474,336 | 10,000 | | 29,909 | | |
| Add: Restricted Grants | | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 279,640 | 188,506 | | | 160,000 | 39,200 | 82,879 | 650,695 | 207,086 |
| Other | | | 27,000 | 1,245,000 | | | | | |
| Investment Income | | | 11,000 | 5,000 | | | | | |
| | 279,640 | 188,506 | 38,000 | 1,250,000 | 160,000 | 39,200 | 82,879 | 650,695 | 207,086 |
| Less: Allocated to Revenue | 279,640 | 188,506 | 38,000 | 1,250,000 | 170,000 | 39,200 | 112,788 | 650,695 | 207,086 |
| Deferred Revenue, end of year | - | - | 671,735 | 1,474,336 | - | - | - | - | - |
| Revenues | | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 279,640 | 188,506 | | | 170,000 | 39,200 | 112,788 | 650,695 | 207,086 |
| Provincial Grants - Other | | | | | | | | | |
| Other Revenue | | | 27,000 | 1,245,000 | | | | | |
| Investment Income | | | 11,000 | 5,000 | | | | | |
| | 279,640 | 188,506 | 38,000 | 1,250,000 | 170,000 | 39,200 | 112,788 | 650,695 | 207,086 |
| Expenses | | | | | | | | | |
| Salaries | | | | | | | | | |
| Teachers | | | | | | | 14,512 | 34,548 | |
| Principals and Vice Principals | | | | | | | | | |
| Educational Assistants | | 141,410 | | | | | 20,736 | 316,932 | |
| Support Staff | | | | | | | | | |
| Other Professionals | | | | | | | | | 151,959 |
| Substitutes | | | | | | 14,500 | 2,500 | | |
| | - | 141,410 | - | - | - | 14,500 | 37,748 | 351,480 | 151,959 |
| Employee Benefits | | 47,096 | | | | 4,700 | 10,759 | 113,754 | 41,434 |
| Services and Supplies | 100,500 | - | 38,000 | 1,250,000 | 170,000 | 20,000 | 64,281 | 185,461 | 13,693 |
| | 100,500 | 188,506 | 38,000 | 1,250,000 | 170,000 | 39,200 | 112,788 | 650,695 | 207,086 |
| Net Revenue (Expense) before Interfund Transfers | 179,140 | - | - | - | - | - | - | - | - |
| Interfund Transfers | | | | | | | | | |
| Tangible Capital Assets Purchased | (179,140) | | | | | | | | |
| | (179,140) | - | - | - | - | - | - | - | - |
| Net Revenue (Expense) | - | - | - | - | - | - | - | - | - |

School District No. 08 (Kootenay Lake)
 Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2023

| | Classroom Enhancement Fund - Staffing | Classroom Enhancement Fund - Remedies | First Nation Student Transportation | Mental Health in Schools | Changing Results for Young Children | Safe Return to School / Restart: Health & Safety Grant | Federal Safe Return to Class / Ventilation Fund | Seamless Day Kindergarten | Early Childhood Education Dual Credit Program |
|--|---|---|---|--------------------------------|---|---|--|---------------------------------|---|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Deferred Revenue, beginning of year | | 112,979 | 2,189 | 7,126 | 33,510 | 58,490 | 71,564 | 27,545 | 222,374 |
| Add: Restricted Grants | | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 7,855,418 | | 21,566 | 55,000 | 26,475 | | | 55,400 | 80,000 |
| Other Investment Income | | | | | | | | | |
| | 7,855,418 | - | 21,566 | 55,000 | 26,475 | - | - | 55,400 | 80,000 |
| Less: Allocated to Revenue | 6,449,339 | - | 23,755 | 62,126 | 59,985 | 58,490 | 71,564 | 82,945 | 161,501 |
| Deferred Revenue, end of year | 1,406,079 | 112,979 | - | - | - | - | - | - | 140,873 |
| Revenues | | | | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 6,449,339 | | 23,755 | 62,126 | 59,985 | 58,490 | 71,564 | 82,945 | 161,501 |
| Provincial Grants - Other | | | | | | | | | |
| Other Revenue | | | | | | | | | |
| Investment Income | | | | | | | | | |
| | 6,449,339 | - | 23,755 | 62,126 | 59,985 | 58,490 | 71,564 | 82,945 | 161,501 |
| Expenses | | | | | | | | | |
| Salaries | | | | | | | | | |
| Teachers | 5,209,521 | | | 50,182 | | | | | 10,979 |
| Principals and Vice Principals | | | | | | | | | 43,143 |
| Educational Assistants | | | | | | | | 59,444 | |
| Support Staff | | | | | | | | | |
| Other Professionals | | | | | | | | | 5,106 |
| Substitutes | | | | | 13,700 | | | | |
| | 5,209,521 | - | - | 50,182 | 13,700 | - | - | 59,444 | 59,228 |
| Employee Benefits | 1,239,818 | | | 11,944 | 2,796 | | | 20,730 | 12,273 |
| Services and Supplies | | | 23,755 | | 43,489 | 58,490 | 71,564 | 2,771 | 90,000 |
| | 6,449,339 | - | 23,755 | 62,126 | 59,985 | 58,490 | 71,564 | 82,945 | 161,501 |
| Net Revenue (Expense) before Interfund Transfers | - | - | - | - | - | - | - | - | - |
| Interfund Transfers | | | | | | | | | |
| Tangible Capital Assets Purchased | - | - | - | - | - | - | - | - | - |
| Net Revenue (Expense) | - | - | - | - | - | - | - | - | - |

School District No. 08 (Kootenay Lake)
 Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2023

| | Student & Family Affordability | ECL Early Care & Learning | Donations | ASSAI | Health Promoting Schools | TOTAL |
|--|--------------------------------------|---------------------------------|-----------|--------|-----------------------------|------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Deferred Revenue, beginning of year | - | | 32,540 | | | 2,754,297 |
| Add: Restricted Grants | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 553,554 | 175,000 | | | | 10,430,419 |
| Other | | | 25,000 | 62,500 | 27,000 | 1,386,500 |
| Investment Income | | | | | | 16,000 |
| | 553,554 | 175,000 | 25,000 | 62,500 | 27,000 | 11,832,919 |
| Less: Allocated to Revenue | 553,554 | 175,000 | 25,000 | 62,500 | 27,000 | 10,748,674 |
| Deferred Revenue, end of year | - | - | 32,540 | - | - | 3,838,542 |
| Revenues | | | | | | |
| Provincial Grants - Ministry of Education and Child Care | 553,554 | 175,000 | | | | 9,346,174 |
| Provincial Grants - Other | | | | 62,500 | 27,000 | 89,500 |
| Other Revenue | | | 25,000 | | | 1,297,000 |
| Investment Income | | | | | | 16,000 |
| | 553,554 | 175,000 | 25,000 | 62,500 | 27,000 | 10,748,674 |
| Expenses | | | | | | |
| Salaries | | | | | | |
| Teachers | | | | | 21,807 | 5,341,549 |
| Principals and Vice Principals | | 146,238 | | | | 189,381 |
| Educational Assistants | | | | | | 538,522 |
| Support Staff | 30,427 | | | | | 30,427 |
| Other Professionals | | | | | | 157,065 |
| Substitutes | | | | | | 30,700 |
| | 30,427 | 146,238 | - | - | 21,807 | 6,287,644 |
| Employee Benefits | 10,132 | 28,762 | | | 5,193 | 1,549,391 |
| Services and Supplies | 512,995 | | 25,000 | 62,500 | | 2,732,499 |
| | 553,554 | 175,000 | 25,000 | 62,500 | 27,000 | 10,569,534 |
| Net Revenue (Expense) before Interfund Transfers | - | - | - | - | - | 179,140 |
| Interfund Transfers | | | | | | |
| Tangible Capital Assets Purchased | | | | | | (179,140) |
| | - | - | - | - | - | (179,140) |
| Net Revenue (Expense) | - | - | - | - | - | - |



School District No. 08 (Kootenay Lake)

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2023

| | 2023 Amended Annual Budget | | | 2023 Annual Budget |
|---|--|------------------|------------------|-----------------------|
| | Invested in Tangible Capital Assets | Local Capital | Fund Balance | |
| | \$ | \$ | \$ | \$ |
| Revenues | | | | |
| Amortization of Deferred Capital Revenue | 2,859,112 | | 2,859,112 | 2,705,386 |
| Total Revenue | 2,859,112 | - | 2,859,112 | 2,705,386 |
| Expenses | | | | |
| Amortization of Tangible Capital Assets | | | | |
| Operations and Maintenance | 3,855,396 | | 3,855,396 | 3,793,347 |
| Total Expense | 3,855,396 | - | 3,855,396 | 3,793,347 |
| Net Revenue (Expense) | (996,284) | - | (996,284) | (1,087,961) |
| Net Transfers (to) from other funds | | | | |
| Tangible Capital Assets Purchased | 202,640 | | 202,640 | 117,127 |
| Total Net Transfers | 202,640 | - | 202,640 | 117,127 |
| Other Adjustments to Fund Balances | | | | |
| Total Other Adjustments to Fund Balances | - | - | - | |
| Budgeted Surplus (Deficit), for the year | (793,644) | - | (793,644) | (970,834) |



FROM: Johan Glaudemans, Secretary-Treasurer
DATE: February 14, 2023
SUBJECT: Recycling in SD8

For Information

Introduction

This memorandum outlines the challenges implementing and operating effective recycling programs across the district.

Background

School District 8 (Kootenay Lake) has service agreements with four contractors to provide waste and recycling for all possible sites. The majority of sites are serviced by Waste Management (WM) (in the Nelson area), and Green for life (GFL) (in the Creston area), each having their own set of guidelines for recycling materials

Waste removal can be distinguished along three areas of focus; general waste, cardboard, and mixed or co-mingle. Co-mingle includes mixed paper, plastic bottles and jugs #1 & 2, and clean metal or steel cans. In 2020 the district provided the three basic tiers at most sites. While there have only been minor changes with GFL, in May 2020 we were notified WM had to adjust their acceptable material guidelines due to challenges in the recycling process:

- No longer able to accept plastics 3, 4, 5, 6, or 7
- No longer accepting plastic film of any type
- Bagged material - schools are exempt from this due to the challenges of getting recycling to the bin
- No paper towel, no shredded paper

As a result of this change, a contaminated load is considered general waste and then the entire load will go directly to the landfill, which effectively negates all the hard work. In addition to this, there is a penalty charged for the contaminated load. Contaminated loads are created by materials like plastics and metals not being cleaned, improper sorting, pizza boxes, and neighbors in the community using the bins inappropriately. With the challenges of recycling and the excessive amounts of contaminated loads and the costs associated, in September of 2020 the recycling program was reduced to cardboard only.

Information

SD8 is required to recycle through a commercial recycling program, not a residential program as used by individuals or families in the communities. Commercial recycling is not affiliated with RecycleBC (Local Depots and residential recycling). SD8 is in a rural area where all recycling needs to be trucked out by commercial providers. It has been challenging to establish and maintain successful recycling programs in the schools.



This initiative is very costly. The cost percentage increase for garbage and cardboard is projected to be about 5%, comingle increases will be in the 15% range over the next year. Adding comingle to a site is a direct cost over and above the waste and cardboard bins.

We are evaluating options with Waste Management and Green for Life to put forward a budget proposal to have recycling available at all schools. Included for reference below are summary costs from the 16 Waste Management sites. These costs assume zero penalties for contaminated loads, and assumes that school staff and students will perform the cleaning and sorting:

| | Garbage | Cardboard | Co-mingle Estimated | Comments |
|-------------|-------------|-------------|---------------------|---|
| 2022 | \$45,348.67 | \$14,281.35 | N/A | |
| 2023 | \$45,724.67 | \$13,611.90 | \$16,586.83 | |
| 2024 | \$48,010.90 | \$15,035.90 | \$19,074.85 | Projected with the increases: 5% garbage & Cardboard, 15% Co-mingle |

To ensure that there are recycling programs in schools, several school-based programs exist across the district. Typical models have students, commonly known as the green teams, collecting recyclables ranging from basic co-mingled items, to batteries, and empties (where the school collects the refunds), where a school volunteer transports to the appropriate depot. Previously, our Operations team provided the following support to schools;: the school collects, organizes, and packages the recyclables in their school, and when ready Operations comes to pick up and take to the depot.

The District is continuing to work with Waste Management and Green for Life to identify possible solutions. SD8 is reaching out to other districts as well as RDCK to explore avenues to expand recycling programs. This will be contemplated within the district’s annual budget.

One of the best way enhancements to manage waste is to deal with the waste at the source. This can be accomplished with a Pack in Pack out program. Any waste coming to the school for lunches and snacks, is packed back home for proper disposal. This allows everyone to contribute equally to this important green initiative. This also allows students and families to consider the purchases they make and to consider reducing packaging in school lunches.



POLICY 621: Accumulated Operating Surplus

The Board of Education for School District No. 8 (Kootenay Lake) strives to achieve the recommendation of the Ministry of Education and Child Care of a targeted surplus level of 3-5% which is important in achieving educational goals and addressing financial health, stability and risk; and, the allocation of surplus funds supports long-term planning by mitigating changes in revenue and making provision for contingencies for unexpected events.

The Board of Education is responsible for ensuring the district is protected financially from forecasting risk and unforeseen circumstances that could negatively impact resources available for the education of students.

The Board's accumulated operating surplus will serve as:

1. a contingency reserve for the risks associated with unexpected increases in expenses and/or decreases in revenues;
2. one-time costs not included in the annual operating budget; and
3. intermittent projects and initiatives.

The Accumulated Operating Surplus will align with and consider:

- District Vision and Mission Statement;
- District Strategic Plan;
- District Facilities Plan; and
- Current and projected financial health of the district.

