

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

TUESDAY, MAY 24, 2022

5:00 PM – 7:00 PM

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 May 24, 2022 meeting **BE ADOPTED**, as circulated.

5. Receiving Presentations – Nil

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. 4)

App. 7

A. Consent Package A

B. Consent Package B

8. Adoption of Minutes (p. 10)

App. 8

Proposed Resolution:

THAT the minutes from the April 26, 2022 Meeting of the Board held in public **BE ADOPTED**.

9. Future and Action Item Tracking (p. 16)

App. 9

10. Education – Reports from Superintendent

A. International Education Memo (p. 19)

App. 10A

B. Student Excursions Outside of Kootenay Lake Zone (p. 25)

App. 10B

C. Cultural Connection Camp and Legend Lake Tours (p. 26)

App. 10C

Proposed Resolution:

THAT Trustee's expenses to attend this camp **BE APPROVED**.

11. Operations and Finance – Reports from Secretary-Treasurer

A. 2022-2023 Budget (p. 29)

App. 11A

Proposed By-law:

- i. **THAT** the Board unanimously agrees to give the Annual Budget Bylaw 2022/2023 all three readings at this meeting of May 24, 2022.
- ii. **THAT** the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2022-2023 **BE APPROVED** as read a first time;
THAT the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2022-2023 **BE APPROVED** as read a second time;
THAT the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2022-2023 **BE ADOPTED** as read a third time.

- B. 2022-2027 Five-Year Capital Plan Update Handout
- Proposed Resolution:**
THAT the 2022-2027 Five-Year Capital Plan Update **BE APPROVED**.
- C. 2022-2023 School Fees (p. 53) App. 11C
- Proposed Resolutions:**
THAT the 2022-2023 School Fees **BE APPROVED** as proposed.
- D. 2021 PSO Climate Change Accountability Report Handout

12. Governance and Policy:

- A. Policies returned after field testing (p. 57) App. 12A
- Policy 250: Tobacco and Electronic Smoking Devices
 - Policy 260: Scent Free Environment
 - Policy 311: Illegal Use of Drugs and/or Alcohol
 - Policy 320: Student Attendance
 - Policy 530: Public Interest Disclosure
- Proposed Resolution:**
THAT Policies 250, 260, 311, 320 and 530 **BE APPROVED**.
- B. Policy 330: Sexual Orientation Gender Identity (p. 68) App. 12B
- Proposed Resolution:**
THAT the updated Policy 330: Sexual Orientation Gender Identity **BE APPROVED** for field testing.
- C. Policy 331: Anti-Racism and Cultural Safety (p. 70) App. 12C
- Proposed Resolution:**
THAT the new Policy 331 Anti-Racism and Cultural Safety **BE APPROVED** for field testing.



- D. Policy 791: Naming / Re-Naming of Schools & Facilities (p. 76) App. 12D

Proposed Resolution:

THAT the new Policy 791: Naming / Re-Naming of Schools & Facilities **BE APPROVED** for field testing.

- E. Review of Section 400 Policies (p. 77) App. 12E

- Policy 410: School Choice and Catchment
- Policy 411: Schools and Programs of Choice
- Policy 412: Independent Homeschooler
- Policy 430: Fees, Deposits and Financial Hardship
- Policy 440: Extra-Curricular and Co-Curricular Activities
- Policy 450: Equitable and Inclusive Educational Services for Learners
- Policy 451: Physical Restraint and Seclusion of Students
- Policy 460: Language
- Policy 480: Parent Advisory Councils/District Parent Advisory Council
- Policy 490: School Closure

Proposed Resolution:

THAT the updated policies 411, 412, 430, 451, 460, 480 and 490 **BE APPROVED** and;

THAT the updated and renamed Policy 450 and the updated Policies 410 and 440 **BE APPROVED** for field testing.

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** (p. 99) App. 16

- A. Board Meetings

The next Meeting of the Board held in the public is scheduled for June 21, 2022. Add current calendar

17. Adjournment of Meeting



**SCHOOL DISTRICT 8 KOOTENAY LAKE
CONSENT PACKAGE A) – PUBLIC MEETING
MAY 24, 2022**

ITEM

The following Consent items are routine items received for information.

1. Conflict of Interest Declaration

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**LIST OF TRUSTEE RECUSALS
2021-2022**

Date of Meetings held in the absence of the public with one or more declared Conflicts of Interest
September 20, 2021
September 21, 2021
September 27, 2021
October 6, 2021
October 26, 2021
November 23, 2021
December 7, 2021
January 18, 2022
February 15, 2022
March 3, 2022
March 28, 2022
April 26, 2022



**SCHOOL DISTRICT 8 KOOTENAY LAKE
CONSENT PACKAGE B) – PUBLIC MEETING
MAY 24, 2022**

ITEM

The following Consent items are routine items received for information.

1. [Superintendent's Report May](#)
2. [Monthly Financial Report – for period ended April 30, 2022](#)
3. Transactions over 10k

p. 7



CHEQUE PROCESS NUMBER: 33571

CHQ/ePAYMT	TY	VENDOR	NAME	AMOUNT
50079	EP	(604) 654-2311	Pacific Blue Cross	103,656.18

				103,656.18



CHEQUE PROCESS NUMBER: 33601

CHQ/ePAYMT	TY	VENDOR	NAME		AMOUNT
199522	CH	() 999-1002	Municipal Pension Fund		83,187.79
199525	CH	() -1023	Receiver General RP0002		117,609.70
199526	CH	() -1024	Receiver General RP0001		741,412.24
199531	CH	() 387-1002	Teachers' Pension Fund		680,168.50
50284	EP	(800) 663-9163	British Columbia Teacher Federation	53,780.52	53,780.52
50301	EP	(250) 428-5357	FortisBC-Natural Gas	51,686.60	51,686.60
50320	EP	(604) 913-7782	Pebt In Trust c/o Morneau Shepell	104,327.07	104,327.07

					1,832,172.42



CHEQUE PROCESS NUMBER: 33620

CHQ/ePAYMT	TY	VENDOR	NAME	AMOUNT
199560	CH	() 999-1002	Municipal Pension Fund	81,866.31
199563	CH	() -1023	Receiver General RP0002	113,601.73
199564	CH	() -1024	Receiver General RP0001	215,000.00
199565	CH	() -1025	Receiver General RP0003	61,898.74
50491	EP	(604) 654-2311	Pacific Blue Cross	102,921.30

				575,288.08



**MEETING OF THE BOARD HELD IN PUBLIC - MINUTES
HELD ON TUESDAY, APRIL 26, 2022**

In person at the School Board Office and via video conference

Board:

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

District Staff:

T. Smillie, Superintendent
J. Gludemans, Secretary-Treasurer
J. Hanlon, Past Interim Secretary-Treasurer
N. Howald, Director of Information Technology
D. Holitzki, Director of Inclusive Education
C. Singh, Director of Human Resources
B. Eaton, Director of Innovative Learning
C. Kerr, Director of Operations
G. Higginbottom, District Principal Aboriginal Education
N. Ross, District Principal of Innovative Learning (*via video conference*)
T. Malloff, District Principal of Innovative Learning (*via video conference*)
F. Maika, Manager of Public Engagement
M. Choudhary, Manager of Finance
H. Kerr, Executive Assistant
S. Whale, Executive Assistant

Student Trustees:

R. Klassen, Kootenay River Secondary School (*via video conference*)
A. Trobak, J.V. Humphries Secondary School (*via video conference*)
Z. Lamoureux, J.V. Humphries Secondary School (*via video conference*)

Partners:

K. Walgren, KLTF (*via video conference*)
R. Sherman, KLPVPA (*via video conference*)
R. Bens, CUPE (*via video conference*)
N. Nazaroff, DPAC (*via video conference*)
K. Wray, DPAC (*via video conference*)
C. Bayly, DPAC (*via video conference*)

Guests:

P. Wedman (*via video conference*)
J. McMurray (*via video conference*)
S. L. McGregor (*via video conference*)
D. Adams
Communications



1. Call to Order

This meeting was called to order at 5:01 pm.

2. Acknowledgement of Aboriginal Territory

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

3. Changes to the Proposed Agenda

The following items were pulled from the consent/correspondence package and added to the agenda under:

Item 11H: RDCK letter regarding post wild-fire hazards from the correspondence package

Item 10D: Superintendent Report from the consent package

4. Adoption of Agenda

UPON a motion duly made and seconded it was **RESOLVED:** 21/22-038

THAT the Agenda for this April 26, 2022 meeting **BE ADOPTED**, as amended.

5. Receiving Presentations – Nil

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

7. Consent Package

8. Adoption of Minutes

UPON a motion duly made and seconded it was **RESOLVED:** 21/22-039

THAT the minutes from the March 8, 2022 Meeting of the Board held in public and the March 28, 2022 Special Meeting of the Board held in public **BE ADOPTED**.

9. Future and Action Item Tracking

10. Education

A. COVID-19 Update

The Superintendent provided a COVID-19 Update including the following:

- Vaccine mandate paused on March 28, 2022
- Ministry of Education K-12 Guidelines update:
 - Masks no longer required
 - School return to regular configuration and activities for optimal learning and teaching
 - Intra-school events without capacity limits

B. Provincial Online Learning Update

The Director of Innovative Learning updated that the Ministry of Education extended their timeline of the implementation of a Provincial Online Learning School to the end of the school year.



C. Alternate Schools

The Superintendent informed that this item came up as a Trustee inquiry about alternate programs in the District. The Director of Inclusive Education provided a summary of alternate programs versus alternative programs. A discussion ensued and Trustees had several questions, which staff responded to.

D. Superintendent's Report

A Trustee acknowledged an article within the Superintendent's Report about the student symposium and where the trustee acknowledged the student's Tending the Fire presentation.

11. Operations and Finance

A. Information Technology Annual Report

The Secretary-Treasurer informed about the IT Annual Report for 2021-2022 which provides background information on projects and outlines the connection to SD8's strategic plan in the area of information technology support.

The Director of Information Technology presented a slideshow and at the end thanked everyone for supporting the IT department.

Several Trustees expressed their appreciation for all the work the IT staff has accomplished and thanked them for their support.

B. Appointment of Chief Elections Officer

The Secretary-Treasurer advised that the election of School Trustees occurs every four years and are being organized in conjunction with the municipal and regional districts within the school district's boundaries. The Secretary-Treasurer is responsible for running this election and therefore advised that the Board pass the following resolution to appointment him as the Local Chief Election Officer for the School District.

UPON a motion duly made and seconded it was **RESOLVED:** 21/22-040

THAT the Board of Education of School District No. 8 (Kootenay Lake) appoint Johan Glaudemans as Chief Election Officer for the School Trustee Election on October 15, 2022, and that Johan Glaudemans be granted authority to appoint poll clerks and/or a Deputy Chief Election Officer, should the need arise.

C. National Day of Mourning

The Secretary-Treasurer reminded that April 28, 2022 would be the National Day of Mourning and he presented the attached Memorandum.

D. 2022-2023 Draft Preliminary Budget



Past Interim Secretary-Treasurer reported that the District faces a deficit of \$ 1,420,290 and that the goal is to present a balanced budget to the Board by June 21, 2022.

The Chair thanked the Past Interim Secretary-Treasurer for presenting the budget several times at previous meetings and reminded the public to inform the board and staff if there were any items to be considered.

E. 2022-2023 Annual Five-Year Capital Plan Bylaw

The Secretary-Treasurer introduced the 2022-2023 Capital Bylaw, noting it is an annual bylaw required as part of the capital funding process with the Ministry of Education. The Director of Operations discussed the projects in more detail and updated on their progress.

The Board had various questions regarding increased prices and what to do if that would affect the projects, which the Director of Operations responded to and he described the process that would be taken.

UPON a motion duly made and seconded it was **RESOLVED:** 21/22-041

THAT the Board of Education unanimously agrees to give the Capital Project Bylaw No. 2022/23-CPSD8-01 all three readings at this meeting of April 26, 2022.

UPON a motion duly made and seconded it was **RESOLVED:** 21/22-042

WHEREAS in accordance with section 142 of the School Act, the Board of Education of School District No. 8 (Kootenay Lake) (hereinafter called the “Board”) has submitted a capital plan to the Minister of Education (hereinafter called the “Minister”) and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the School Act, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital projects(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the project(s) and proceed diligently and use its best efforts to complete each project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2022/23 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated March 15, 2022, is hereby adopted.
2. This Capital Bylaw may be cited as School District No. 8 (Kootenay Lake) Capital Bylaw No. 2022/23- CPSD8-01.”



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

21/22-043

READ A FIRST TIME the 26th day of April 2022;

READ A SECOND TIME the 26th day of April 2022;

READ A THIRD TIME, PASSED the 26th day of April 2022.

The motion passed unanimously.

F. Geothermal Project Proposal – Kootenay River Secondary School

The Secretary-Treasurer introduced the attached proposal for a Geothermal Project at Kootenay River Secondary School and handed it over to Director of Operations who discussed details of the proposal.

The Chair proposed that the Board offer assistance of advocacy, which was well received by staff.

G. RDCK Letter relative to Post-Wildfire Natural Hazards Risk Analysis Trozzo Fire

A Trustee inquired how the information in the report about potential risks from damage because of the Trozzo forest fire would be utilized and how schools would be notified. The Superintendent noted that the report is being reviewed and is useful for district planning.

12. Governance and Policy: Nil

13. Human Resources:

A. Human Resources Operational Report

The Director of Human Resources presented the attached Human Resources Operational Report 2021-22.

The Chair expressed her gratitude to the Director of Human Resources and his Team for the report and for taking good care of SD8's employees. Furthermore, she acknowledged that it would be a difficult time for the HR Department.

14. Trustee Reports

A. Trustees

Trustee Walsh reported the attendance at PAC meetings, French Advisory Council and Budget Consultation meetings. Furthermore, she was judging student projects at the West Kootenay Science Fair and attended the celebration from the heart and opening circle for the upcoming years program, the Pro-D event, the BCSTA AGM in Vancouver and the Anti-Racism Advisory Council.

Trustee Coons shared that she attended the BCSTA AGM and the Anti-Racism Advisory Council.



Trustee Lang attended the BCSTA AGM, a meeting of the Kootenay Boundary Branch, several meetings with BCPSEA, meetings for bargaining preparation and Budget Consultation meetings.

B. Chair

The Chair noted that she attended the Anti-Racism Advisory Council, a meeting for framework for enhancement of student learning, Crawford & Redfish PAC and D-PAC meetings, a call to action seminar, the BCSTA AGM and the Pro-D keynote.

C. BCSTA

The Vice-Chair noted that the BCSTA AGM brought up lots to think about and she shared a personal letter of her experience.

D. BCPSEA

Trustee Coons noted that it's currently all about bargaining preparation across the Province.

E. RDCK – Nil

F. Other Committees – Nil

G. Student Trustees

Student Trustee Lamoureux from J.V. Humphries Secondary School provided an update, including:

- Open house for Elementary students' parents
- Weekly assembly with students taking on initiatives
- Student parliament is planning a springtime dance and a future leader program

Student Trustee Klassen from Kootenay River Secondary School provided an update, including:

- Performance class organized a talent show
- Junior girls' soccer team scored second in first tournament in year and senior girls did very well, too
- Student council anti-hate and anti-discrimination forum for student, parents and teachers

15. Comments or Questions from the Public - Nil

16. Meeting Schedule and Reminders

A. Board Meetings

The next Meeting of the Board held in the public is scheduled for May 17, 2022.

17. Adjournment of Meeting

The Meeting adjourned at 6:22 PM.

Board Chair

Secretary-Treasurer



FUTURE AND ACTION ITEMS - OPEN BOARD MEETINGS

Board Meeting	Resolution #	Resolution Summary	Resolution	Assignment	Action Taken w/ Date	Complete
Resolutions in Progress						
October 26, 2021	21/22-009	Policies Section 200	THAT policies 250, 251 and 260 BE REVIEWED by staff.	Superintendent	- 250 and 260 approved / Staff review for 251 in process / Committee / updated that staff review of policy 251 remains in progress	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 (Status March 31)	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						
June 23, 2020	19/20-079	Acknowledgement of systemic racism	MOVED by Trustee Walsh, seconded by Trustee Nazarovff, and RESOLVED: THAT the Board of Education of School District No. 8 (Kootenay Lake) HEREBY ACKNOWLEDGES the existence of systemic racism, bigotry, hatred and prejudice and the harmful impact it has on our students, staff and the families in our communities, DENOUNCES all forms of racism, bigotry, hatred and prejudice, AND COMMITS to finding ways to strengthen a culture of inclusion that respects and embraces diversity and supports a hopeful future for all.	Superintendent	- "Different Together" pledge, media release, website banners. - "Anti-Racism and Intercultural Day of Learning" event on October 23, 2020. - Anti-Racism Framework - Interculturalization workshop by S. Prentice - Anti-Racism Tool Kit "Tending the Fire" launched Jan 26, 2022, spread to all School Staff, District Staff, Trustees, Student Trustees - Anti-Racism Advisory Council founded to create an Anti-racism policy	In Progress for 2021-2022
January 9, 2018	17/18-078	Annual Reporting on Facilities Plan implementation	Resolution 16/17-035 be amended to: The Board direct staff to annually report back to the Board on the status of the Facilities Plan implementation including enrolment projections, property disposal status, capacity utilization, facility condition index (FCI), programming and transition update, and capital planning status.	Secretary-Treasurer	-2020-2021 Complete -2021-2022 Long-Range Facilities Planning process scheduled for spring 2022	In Progress for 2021-2022

FUTURE AND ACTION ITEMS - OPEN BOARD MEETINGS

Board Meeting	Resolution #	Resolution Summary	Resolution	Assignment	Action Taken w/ Date	Complete
Resolutions for Repeal or Replacement						
Completed Resolutions						
April 26, 2022	21/22-043	Capital Project Bylaw No. 2022/23- CPSD8-01 / Part III	<p>READ A FIRST TIME the 26th day of April 2022;</p> <p>READ A SECOND TIME the 26th day of April 2022;</p> <p>READ A THIRD TIME, PASSED the 26th day of April 2022.</p>			Complete
April 26, 2022	21/22-042	Capital Project Bylaw No. 2022/23- CPSD8-01 / Part II	<p>WHEREAS in accordance with section 142 of the School Act, the Board of Education of School District No. 8 (Kootenay Lake) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,</p> <p>NOW THEREFORE in accordance with section 143 of the School Act, the Board has prepared this Capital Bylaw and agrees to do the following:</p> <p>(a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital projects(s) contemplated by the capital plan or the capital plan with modifications;</p> <p>(b) Upon ministerial approval to proceed, commence the project(s) and proceed diligently and use its best efforts to complete each project substantially as directed by the Minister;</p> <p>(c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,</p> <p>(d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.</p> <p>NOW THEREFORE the Board enacts as follows:</p> <p>1. The Capital Bylaw of the Board for the 2022/23 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated March 15, 2022, is hereby adopted.</p> <p>2. This Capital Bylaw may be cited as School District No. 8 (Kootenay Lake) Capital Bylaw No. 2022/23-CPSD8-01."</p>			Complete
April 26, 2022	21/22-041	Capital Project Bylaw No. 2022/23- CPSD8-01 / Part I	THAT the Board of Education unanimously agrees to give the Capital Project Bylaw No. 2022/23- CPSD8-01 all three readings at this meeting of April 26, 2022.			Complete
April 26, 2022	21/22-040	Appointment of Chief Election Officer	THAT the Board of Education of School District No. 8 (Kootenay Lake) appoint Johan Glaudemans as Chief Election Officer for the School Trustee Election on October 15, 2022, and that Johan Glaudemans be granted authority to appoint poll clerks and/or a Deputy Chief Election Officer, should the need arise.			Complete
April 26, 2022	21/22-039	Adoption of Minutes	THAT the minutes from the March 8, 2022 Meeting of the Board held in public and the March 28, 2022 Special Meeting of the Board held in public BE ADOPTED.			Complete
April 26, 2022	21/22-038	Adoption of Agenda	THAT the Agenda for this April 26, 2022 meeting BE ADOPTED, as amended.			Complete
March 28, 2022	21/22-037	3-year School Calendar approval	THAT the 3-year School Calendars for the District, Distributed Learning and Wildflower BE APPROVED.			Complete
March 28, 2022	21/22-036	Adoption of Agenda	THAT the Agenda for this March 28, 2022 meeting BE ADOPTED, as circulated.			Complete
March 8, 2022	21/22-035	Policy approval	THAT the updated Policy 64Z BE APPROVED.		Not required to send for field testing as changes were minor	Complete

FUTURE AND ACTION ITEMS - OPEN BOARD MEETINGS

Board Meeting	Resolution #	Resolution Summary	Resolution	Assignment	Action Taken w/ Date	Complete
March 8, 2022	21/22-034	Policy approval for field testing	THAT the updated Policies 311 and 320 BE APPROVED for field testing; and THAT Policy 321 BE RESCINDED; and THAT the contents of Policy 321 be reviewed by staff for inclusion in Administrative Procedures.			Complete
March 8, 2022	21/22-033	Policy approval for field testing	THAT the revised and renamed Policy 530: Public Interest Disclosure BE APPROVED for field testing.			Complete
March 8, 2022	21/22-032	Policy approval for field testing	THAT updated Policy 250 and 260 BE APPROVED for field testing.		Policy 251 sent back to staff for further review	Complete
March 8, 2022	21/22-031	Rescind Resolution 16/17-036	THAT Resolution 16/17-036: 'The Board have an annual meeting in each family of schools to talk about the Facilities Plan.', BE RESCINDED.		Spring 2023 include Facility feedback from public in Budget Survey	Complete
March 8, 2022	21/22-030	Adoption of Minutes	THAT the minutes from the February 15, 2022 Meeting of the Board held in public and the February 24, 2022 Special Meeting of the Board held in public BE ADOPTED.			Complete
March 8, 2022	21/22-029	Adoption of Agenda	THAT the Agenda for this March 8, 2022 meeting BE ADOPTED, as circulated.			Complete
February 24, 2022	21/22-028	3-year School Calendar posting	THAT the Board approve the 3-year School Calendar for posting publicly.			Complete
February 24, 2022	21/22-027	Adoption of Agenda	THAT the Agenda for this February 24, 2022 special public meeting BE ADOPTED, as circulated.			Complete
February 15, 2022	21/22-026	Amended Budget Bylaw 2021/2022	THAT the 2021-2022 Amended Budget Bylaw may be read three times at this meeting; ii. THAT the 2021-2022 Amended Budget Bylaw BE APPROVED as read a first time; iii. THAT the 2021-2022 Amended Budget Bylaw BE APPROVED as read a first time; iv. THAT the 2021-2022 Amended Budget Bylaw BE ADOPTED as read a third time.			Complete
February 15, 2022	21/22-025	Adoption of Minutes	THAT the minutes from the January 18, 2022 Meeting of the Board held in public BE ADOPTED.			Complete
February 15, 2022	21/22-024	Adoption of Agenda	THAT the Agenda for this February 15, 2022 meeting BE ADOPTED, as circulated.			Complete

Memorandum to the Board of Education Public

FROM: Trish Smillie, Superintendent
DATE: May 24, 2022
SUBJECT: Kootenay Lake International Program 2021-22

For Information

Introduction

This memorandum provides an overview of the Kootenay Lake International Program for the 2021-22 school year and projects the intended goals for 2022-23.

Background

SD8 provides an International Student Program called the Kootenay Lake International Student Program (KLIP) to students around the globe. The KLIP fosters social, cultural, and economic benefits for SD8 and the region, offering international students' numerous opportunities to participate in the educational and social environment of district schools.

District participation in KLIP promotes awareness of, and appreciation for, diversity and cultural awareness. It strengthens the inter-cultural connection between students, staff members, homestay families and community members in the KLIP's local and global community. The goal of SD8 in providing this program is to offer a rich inter-cultural and educational experience for both the district and international students.

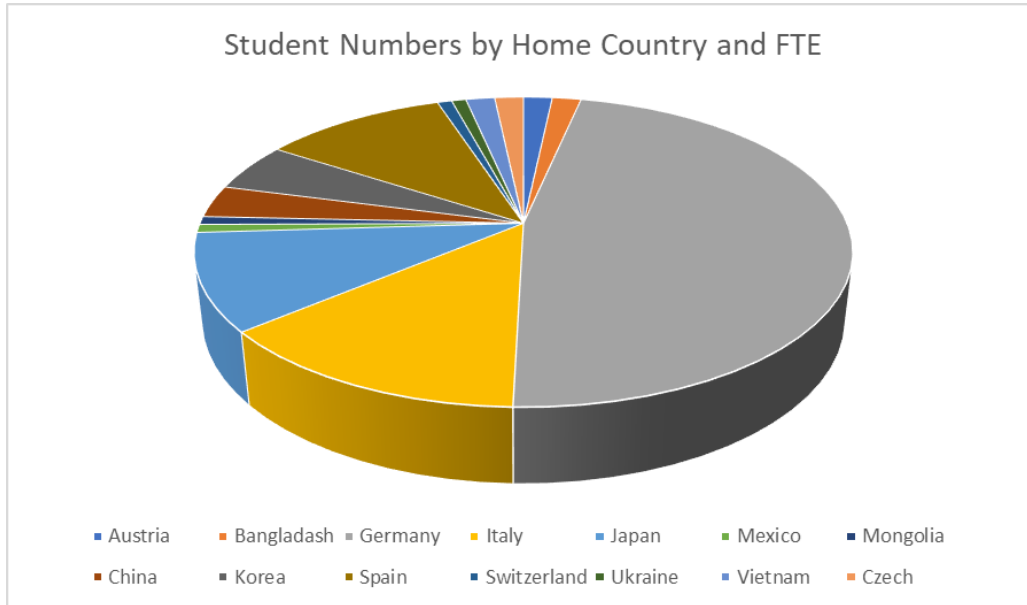
The goal of the KLIP is to enhance the demographics and diversity of participating schools, and of the District, by embracing inter-cultural perspectives and understanding. The intent is to bring into focus an awareness of socio-cultural differences and the appreciation and celebration of the differences of diverse peoples, cultures, and lifestyles.

The KLIP supports and is in alignment with the Kootenay Lake School District's Strategic [Plan](#).

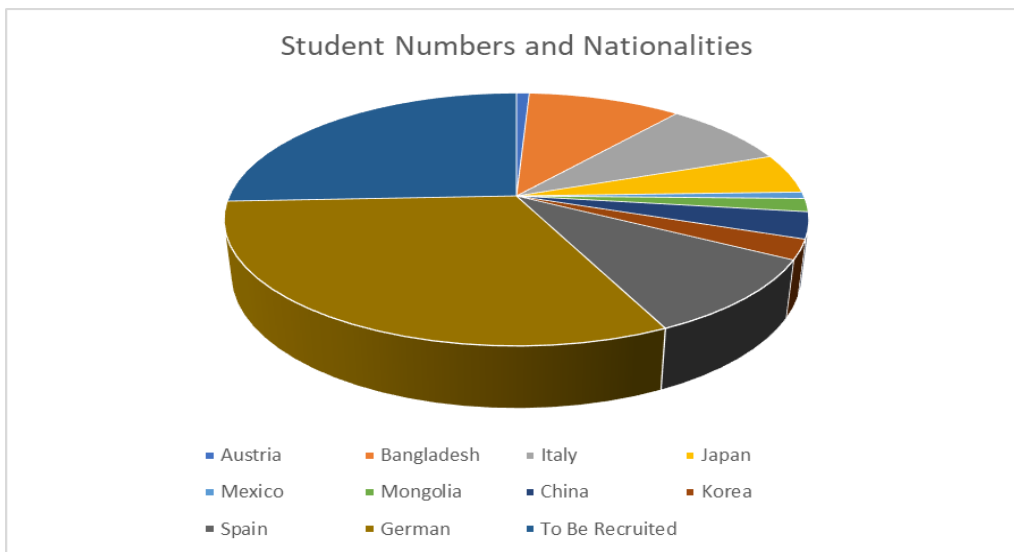


Information

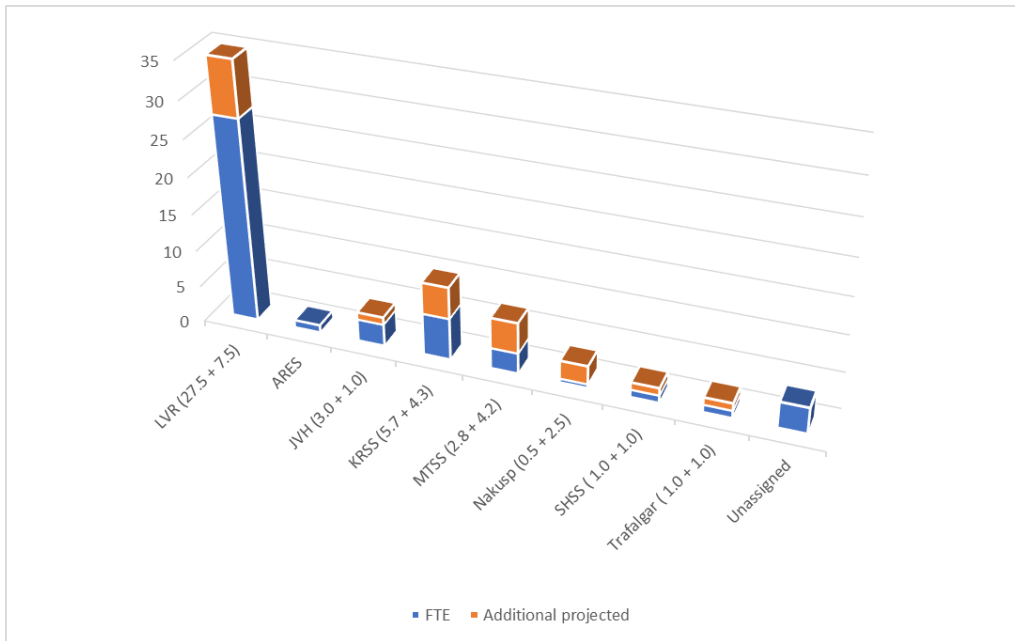
Overview of Student Representation 21/22 (59.84 FTE)



2022-23 Enrolment Projections - 65 FTE

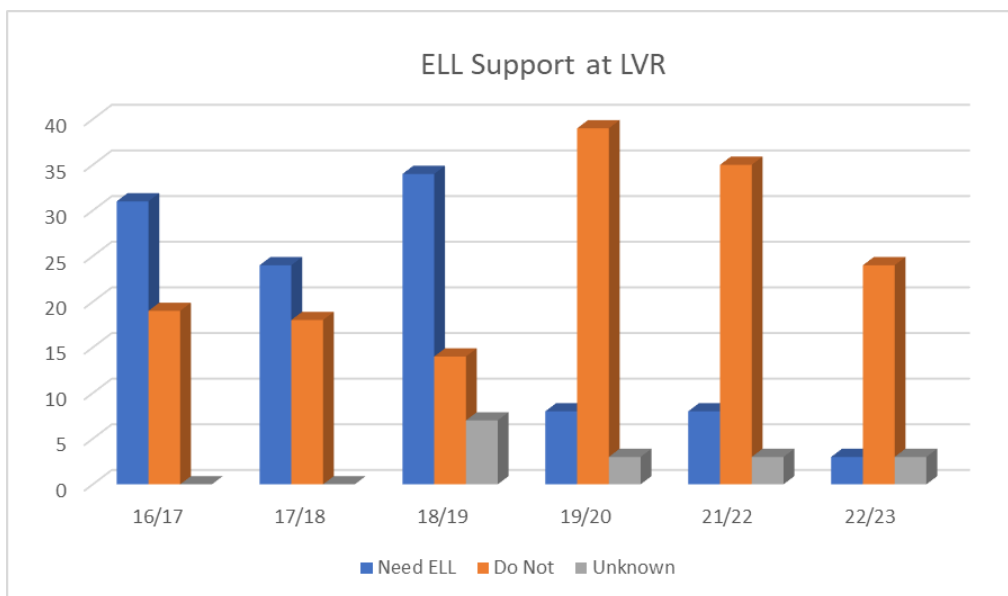


Projections of Student Numbers by School 2022-23



The majority of international students are high school age and are not seeking a BC Dogwood. A goal of the KLIP is to diversify students in a variety of schools. We accept student who are in K - 12, but students younger than 12 must be accompanied by their parent. We are seeing growing interest in parent accompaniment for younger students.

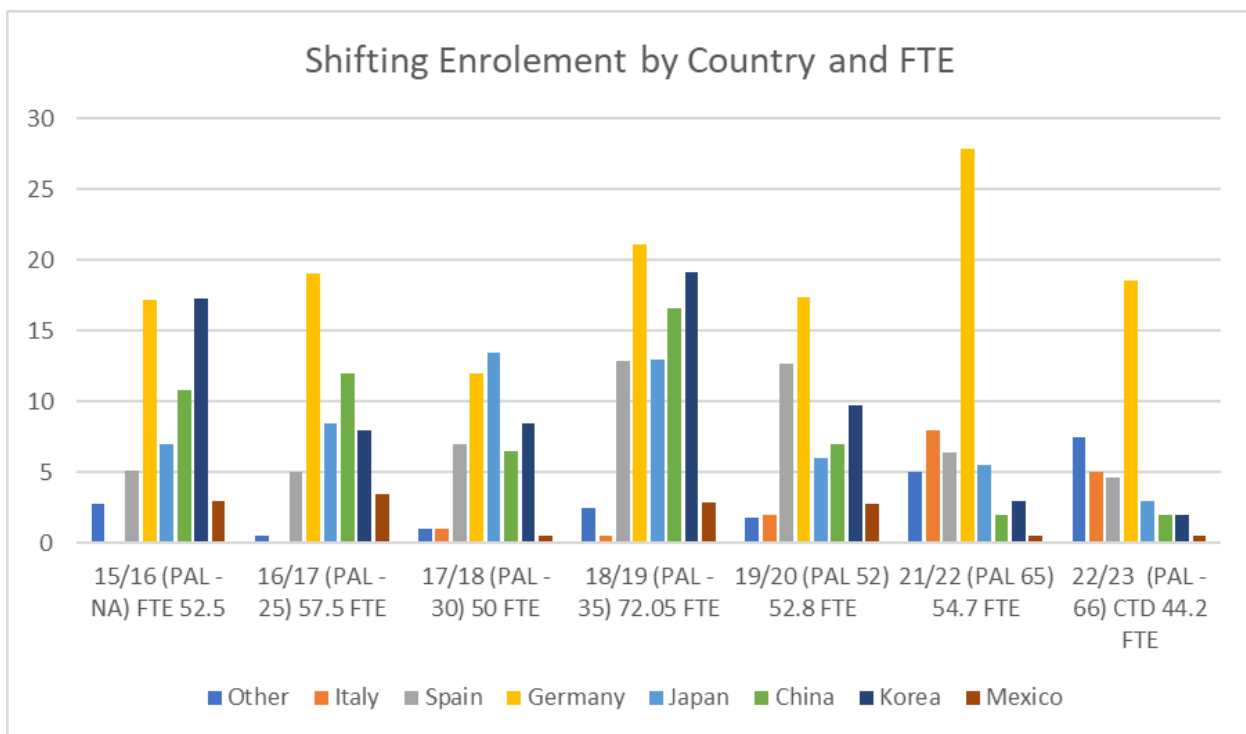
The Changing Landscape in International Student Enrolment



English language ability and the need for ELL support has shifted significantly over time. This is due to:

- 1) an increase of students from Western European countries where students have a strong English language base.
- 2) students enrolling with proficient English skills.
- 3) a shift in the politics of some countries which has caused a decline in enrolment from students in these countries.
- 4) Visa Application Centers (VAC) closed due to COVID-19 in countries that have historically been bigger markets for international students.

Historical Trends Countries



Historically our largest markets were students from China, Korea, and Japan. Starting the year before COVID-19, there was a drop in numbers of students from these countries due to political challenges, as well as home government restrictions.

Virtual Recruiting Events in 2021-22

District Principal Schmidt participated in several virtual recruiting events this year. Agent fairs transitioned to a virtual format during the pandemic. This has allowed recruitment to investigate new markets that may not have been considered in the past. Target markets for these events were:

- Mexico
- Brazil
- South America



- Japan
- China
- Korea
- Eastern European
- South Asia
- Turkey
- Vietnam

KLIP Initiatives

The KLIP offers value-added services to schools and communities. Coordination and involvement at the local and provincial level allows SD8 to support communities and share our unique perspectives at the provincial level.

1. The Welcome Centre offers assistance in registration of new-to-Canada students and families who qualify for Ministry funding. SD8 has seen a 20% increase in Ministry Funded students from outside of Canada this year.
2. Anti-racism and inter-cultural knowledge and skills is a global focus. The KLIP supports SD8's efforts locally and provincially through Global Inter-cultural Studies Project in partnership with the Ministry of Education and Child Care and UBC. This offers an expansion of curricular competencies for all KLIP students.

Actions for Kootenay Lake International Program in 2022-23

The KLIP seeks to continue to increase international student enrolment and inter-cultural opportunities for all students. The goals for the Kootenay Lake International Program are to actively seek inter-cultural, employment and value-added opportunities to SD8, our communities, local students, and international partners.

In order to achieve this the following actions will become a focus in 2022-23:

- 1) Re-establish international community relationships which have been impacted by COVID-19.
- 2) Establish a strong social media presence with International Student Agents
- 3) Enhance the Homestay Family Program through a strong marketing campaign and by re-establishing contact with homestay families that opted not to host ISP students during COVID-19.
- 4) Continue to develop opportunities for local students to develop inter-cultural skills - courses, exchanges, partnerships, etc.
- 5) Build and strengthen connections with community and post-secondary partners - CBAL, Selkirk College, and SAIT, to develop a seamless transition of high school students to local post-secondary institutions.
- 6) Continue to work with cultural awareness and anti-racism learning in the district to support all students.



Summary

Although student enrolment numbers have returned to levels prior to COVID-19, there has been a significant shift in the needs of the students and country of origin. COVID-19 restrictions continue to prevent students from some of our historical markets from being able to obtain the documentation that is required for Study Visas and travel.

The KLIP provides a variety of opportunities to schools and communities to advance their work and knowledge with cultural awareness and learning. With our underlying goal of preparing students for success for the future, developing global and cultural awareness is a knowledge and mindset that is highly valued in the workplace. Having the ability to be flexible and fluid with how we interact in diverse individuals, cultures, and experiences allow us all to appreciate value of diversity.



Memorandum to the Board of Education Public

FROM: Trish Smillie, Superintendent
DATE: May 24, 2022
SUBJECT: Extra and Co-Curricular Activity Approval

For Information

As per AP 440.1: Extra and Co-Curricular Activities, trips approved by the Superintendent that occur outside of the zone will be reported to the Board.

Information

A Student Excursion Outside of the Kootenay Lake Zone has been approved in principle at L.V. Rogers Secondary School for a trip to Belize from March 13 - 24, 2023. The sponsor teacher is Mr. Machado.

This trip is open to grade 11 and 12 student and is supporting Biology 11, CLC, Social Studies 11/12, and Environmental Studies 11/12. Students will be exposed to coral reef studies, the impact of climate change, and the history of Mayan culture.

Students who require financial assistance will be supported to plan, organize, and set financial goals to support their trip.



Memorandum to the Board of Education Public

FROM: Trish Smillie, Superintendent
DATE: May 24, 2022
SUBJECT: Cultural Connection Camp and Legend Lake Tours

For Approval

Information

Attached for the Board of Education's information is information on Cultural Connection Camp and Legend Lake Tours. The tour supports the Board to further deepen their understanding of the ancestral teachings of the Flatbow Kutenai People.

Recommendation

THAT Trustee's expenses to attend Cultural Connections Camp be approved.



LEGEND LAKE TOURS

Interested in the history, legends, and oral teachings of the Flatbow Kutenai People? Treat yourself to 2.5 hours on a boat tour and learn the ancestral teachings of the Indigenous People who have lived on Kootenay Lake and its tributaries for over 10,000 years. In this small group setting, information on the legends and how they are reflected in the geographical formations will be shared....and participants will have the opportunity to ask questions and have open discussion.

August 12-16, 2022

Departing Ainsworth area

Boat Tours (2.5 hours) Legend Lake Tours

\$200+ per person

Limited seats available for each trip

Book Now at the Yaqan Nuki Heritage Centre

Located in the Legend Logos building

or call 1-877-428-2977 or 250-428-2977

Debit, cash, credit card, cheque and e-transfer accepted.

No refunds.

Waiver of liability must be signed prior to boarding.



ACTIVITIES for the Cultural Connection Camp
Woodbury Resort & Marina – August 12-18, 2022

“When I was about five, my grandmother took me on numerous river expedition journeys along the Kutenai River and to visit sites on both sides of Kutenai Lake. We journeyed in our sturgeon-nose canoe often accompanied by river neighbors and friends. Each journey was an adventure to various sites along Kutenai Lake. During the journey, I learned different songs, the meaning and reason for each song. Also, I learned the astronomy and how it is an integral part of our ancestral beliefs, ways and the culture. I was guided to use the mapping in the mind...using the pyramid to recall everything and every place we visited during that expedition.” Excerpt from the book Grandma’s Teachings – Robert Joseph Louie

To replicate these experiences and to fast-track learning in the short time, these are the activities we will be doing at the CCC to teach traditional practises and teachings. Activities may be reduced if not enough funds are raised to support all activities.

1. Tipi raising activity
2. Kutenai Canoe construction
3. Kutenai Canoe rides in the bay of Kootenay Lake (probably 90% of the participants will not have had the opportunity to do this)
4. Hide tanning activity
5. Drumming and singing together
6. Dried meat preparation and cooking
7. Huckleberry picking trips
8. Regalia construction
9. Tulle mat construction
10. Dried meat preparation
11. Songs
12. Wildlife teachings
13. Plant identification and uses
14. Astronomy and navigating by the stars
15. Legend Lake Tour on a boat ride up to the Princess
16. Stick games
17. Fireside chats with elders’ old-timer stories and also discussion on day’s events

While there will be camp leaders providing instruction and guidance in the activities, this is definitely an interactive experience. All camp participants will be expected to engage with the activities and help as needed. In the traditional way, this is the way we learn.

There is a fee for the Legend Lake Tour; poster is attached. Participation in the CCC is by donation but reservations must be made prior to attendance (1-250-428-2977); funds raised will be used to pay for cultural activities, honoraria for elders, boat drivers, and the evening meal.



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, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.



ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 08 (KOOTENAY LAKE) (called the "Board") to adopt the 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 Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 08 (Kootenay Lake) 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 \$71,383,736 for the 2022/2023 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2022/2023.

READ A FIRST TIME THE 24th DAY OF MAY, 2022;

READ A SECOND TIME THE 24th DAY OF MAY, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE 24th DAY OF MAY, 2022;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 08 (Kootenay Lake) Annual Budget Bylaw 2022/2023, adopted by the Board the 24th DAY OF MAY, 2022.

Secretary Treasurer



School District No. 08 (Kootenay Lake)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	4,670,000	4,713,125
Adult	2,000	2,500
Total Ministry Operating Grant Funded FTE's	4,672,000	4,715,625
Revenues	\$	\$
Provincial Grants		
Ministry of Education	63,397,933	65,091,670
Other	403,076	437,666
Federal Grants	25,000	
Tuition	1,770,150	1,660,250
Other Revenue	1,876,230	1,978,280
Rentals and Leases	72,000	72,000
Investment Income	46,000	66,000
Gain (Loss) on Disposal of Tangible Capital Assets		134,194
Amortization of Deferred Capital Revenue	2,705,386	2,792,386
Total Revenue	70,295,775	72,232,446
Expenses		
Instruction	52,816,058	53,843,748
District Administration	3,614,355	3,697,515
Operations and Maintenance	11,801,179	12,341,061
Transportation and Housing	3,035,017	2,961,048
Total Expense	71,266,609	72,843,372
Budgeted Surplus (Deficit), for the year	(970,834)	(610,926)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(970,834)	(610,926)
Budgeted Surplus (Deficit), for the year	(970,834)	(610,926)



School District No. 08 (Kootenay Lake)

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	58,898,657	59,727,684
Operating - Tangible Capital Assets Purchased	23,500	93,500
Special Purpose Funds - Total Expense	8,574,605	9,341,055
Special Purpose Funds - Tangible Capital Assets Purchased	93,627	123,627
Capital Fund - Total Expense	3,793,347	3,774,633
Capital Fund - Tangible Capital Assets Purchased from Local Capital		145,878
Total Budget Bylaw Amount	71,383,736	73,206,377

Approved by the Board

Signature of the Chairperson of the Board of Education Date Signed

Signature of the Superintendent Date Signed

Signature of the Secretary Treasurer Date Signed



School District No. 08 (Kootenay Lake)

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2023

	2023 Annual Budget \$	2022 Amended Annual Budget \$
Surplus (Deficit) for the year	(970,834)	(610,926)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(117,127)	(217,127)
From Local Capital		(145,878)
From Deferred Capital Revenue	(3,695,420)	(5,158,779)
Total Acquisition of Tangible Capital Assets	(3,812,547)	(5,521,784)
Amortization of Tangible Capital Assets	3,793,347	3,774,633
Net carrying value of Tangible Capital Assets disposed of		11,684
Total Effect of change in Tangible Capital Assets	(19,200)	(1,735,467)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(990,034)	(2,346,393)



School District No. 08 (Kootenay Lake)

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

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	56,132,201	57,014,988
Other	313,576	437,666
Tuition	1,770,150	1,660,250
Other Revenue	604,230	606,280
Rentals and Leases	72,000	72,000
Investment Income	30,000	30,000
Total Revenue	58,922,157	59,821,184
Expenses		
Instruction	44,665,145	45,002,031
District Administration	3,564,880	3,648,040
Operations and Maintenance	7,664,203	8,177,153
Transportation and Housing	3,004,429	2,900,460
Total Expense	58,898,657	59,727,684
Net Revenue (Expense)	23,500	93,500
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(23,500)	(93,500)
Total Net Transfers	(23,500)	(93,500)
Budgeted Surplus (Deficit), for the year	-	-



School District No. 08 (Kootenay Lake)

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

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	55,381,880	56,264,667
ISC/LEA Recovery	(113,100)	(113,100)
Other Ministry of Education Grants		
Pay Equity	300,996	300,996
Funding for Graduated Adults	14,147	14,147
Student Transportation Fund	419,602	419,602
FSA Scorer Grant	8,187	8,187
Early Learning Fund	2,289	2,289
ECE Dual Credit Grant	75,000	75,000
NGN Self Provisioned Sites	43,200	43,200
Total Provincial Grants - Ministry of Education	56,132,201	57,014,988
Provincial Grants - Other	313,576	437,666
Tuition		
International and Out of Province Students	1,725,150	1,615,250
Distance Learning/Correspondence Fees	45,000	45,000
Total Tuition	1,770,150	1,660,250
Other Revenues		
Other School District/Education Authorities	412,812	412,812
Funding from First Nations	113,100	113,100
Miscellaneous		
Private School Bussing	67,348	67,348
Cultural Grants	10,370	12,370
Sales	600	650
Total Other Revenue	604,230	606,280
Rentals and Leases	72,000	72,000
Investment Income	30,000	30,000
Total Operating Revenue	58,922,157	59,821,184



School District No. 08 (Kootenay Lake)

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

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Salaries		
Teachers	21,614,438	21,813,499
Principals and Vice Principals	4,175,277	4,359,166
Educational Assistants	2,961,319	3,532,482
Support Staff	6,618,551	7,041,640
Other Professionals	2,241,341	2,370,636
Substitutes	3,089,158	2,109,299
Total Salaries	40,700,084	41,226,722
Employee Benefits	10,129,958	10,007,302
Total Salaries and Benefits	50,830,042	51,234,024
Services and Supplies		
Services	2,047,434	2,018,452
Student Transportation	240,309	240,309
Professional Development and Travel	775,511	834,800
Rentals and Leases	34,441	39,441
Dues and Fees	89,682	94,082
Insurance	152,539	177,539
Supplies	3,149,073	3,650,798
Utilities	1,579,626	1,438,239
Total Services and Supplies	8,068,615	8,493,660
Total Operating Expense	58,898,657	59,727,684



School District No. 08 (Kootenay Lake)

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	17,867,887					2,459,752	20,327,639
1.07 Library Services	237,808			80,017			317,825
1.08 Counselling	396,656						396,656
1.10 Special Education	2,279,929		2,814,573	48,009	166,816	252,633	5,561,960
1.30 English Language Learning	34,471						34,471
1.31 Indigenous Education	690,653	143,810	146,746			2,101	983,310
1.41 School Administration		3,695,910		1,182,415		29,652	4,907,977
1.62 International and Out of Province Students	107,034	143,810		73,435			324,279
1.64 Other							-
Total Function 1	21,614,438	3,983,530	2,961,319	1,383,876	166,816	2,744,138	32,854,117
4 District Administration							
4.11 Educational Administration		191,747			619,848		811,595
4.40 School District Governance					171,801		171,801
4.41 Business Administration				279,121	847,113		1,126,234
Total Function 4	-	191,747	-	279,121	1,638,762	-	2,109,630
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				27,873	337,862		365,735
5.50 Maintenance Operations				3,163,420		214,820	3,378,240
5.52 Maintenance of Grounds				180,419			180,419
5.56 Utilities							-
Total Function 5	-	-	-	3,371,712	337,862	214,820	3,924,394
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
Total Function 7	-	-	-	1,583,842	97,901	130,200	1,811,943
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	21,614,438	4,175,277	2,961,319	6,618,551	2,241,341	3,089,158	40,700,084

School District No. 08 (Kootenay Lake)

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 Annual Budget	2022 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	20,327,639	4,975,635	25,303,274	2,003,828	27,307,102	26,939,602
1.07 Library Services	317,825	77,803	395,628	30,100	425,728	442,041
1.08 Counselling	396,656	94,404	491,060		491,060	456,962
1.10 Special Education	5,561,960	1,574,207	7,136,167	233,665	7,369,832	7,672,269
1.30 English Language Learning	34,471	8,204	42,675		42,675	27,337
1.31 Indigenous Education	983,310	242,170	1,225,480	137,635	1,363,115	1,599,260
1.41 School Administration	4,907,977	1,112,708	6,020,685	183,438	6,204,123	6,190,038
1.62 International and Out of Province Students	324,279	71,567	395,846	1,065,664	1,461,510	1,578,034
1.64 Other	-	-	-	-	-	96,488
Total Function 1	32,854,117	8,156,698	41,010,815	3,654,330	44,665,145	45,002,031
4 District Administration						
4.11 Educational Administration	811,595	167,673	979,268	204,591	1,183,859	1,371,277
4.40 School District Governance	171,801	9,964	181,765	190,044	371,809	284,638
4.41 Business Administration	1,126,234	251,307	1,377,541	631,671	2,009,212	1,992,125
Total Function 4	2,109,630	428,944	2,538,574	1,026,306	3,564,880	3,648,040
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	365,735	76,611	442,346	223,878	666,224	868,115
5.50 Maintenance Operations	3,378,240	887,454	4,265,694	626,599	4,892,293	5,338,242
5.52 Maintenance of Grounds	180,419	47,630	228,049	99,200	327,249	333,745
5.56 Utilities	-	-	-	1,778,437	1,778,437	1,637,051
Total Function 5	3,924,394	1,011,695	4,936,089	2,728,114	7,664,203	8,177,153
7 Transportation and Housing						
7.41 Transportation and Housing Administration	146,749	34,430	181,179	20,282	201,461	212,065
7.70 Student Transportation	1,665,194	498,191	2,163,385	639,583	2,802,968	2,688,395
Total Function 7	1,811,943	532,621	2,344,564	659,865	3,004,429	2,900,460
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	40,700,084	10,129,958	50,830,042	8,068,615	58,898,657	59,727,684

School District No. 08 (Kootenay Lake)

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

	2023	2022 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	7,265,732	8,076,682
Other	89,500	
Federal Grants	25,000	
Other Revenue	1,272,000	1,372,000
Investment Income	16,000	16,000
Total Revenue	8,668,232	9,464,682
Expenses		
Instruction	8,150,913	8,841,717
District Administration	49,475	49,475
Operations and Maintenance	343,629	389,275
Transportation and Housing	30,588	60,588
Total Expense	8,574,605	9,341,055
Net Revenue (Expense)	93,627	123,627
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(93,627)	(123,627)
Total Net Transfers	(93,627)	(123,627)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 08 (Kootenay Lake)

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			689,700	1,401,640					
Add: Restricted Grants									
Provincial Grants - Ministry of Education	279,640	188,506			160,000	49,000	82,879	650,695	207,086
Provincial Grants - Other									
Other			27,000	1,245,000					
Investment Income			11,000	5,000					
	279,640	188,506	38,000	1,250,000	160,000	49,000	82,879	650,695	207,086
Less: Allocated to Revenue	279,640	188,506	38,000	1,250,000	160,000	49,000	82,879	650,695	207,086
Deferred Revenue, end of year	-	-	689,700	1,401,640	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	279,640	188,506			160,000	49,000	82,879	650,695	207,086
Provincial Grants - Other									
Federal Grants									
Other Revenue			27,000	1,245,000					
Investment Income			11,000	5,000					
	279,640	188,506	38,000	1,250,000	160,000	49,000	82,879	650,695	207,086
Expenses									
Salaries									
Teachers							14,512		
Educational Assistants		141,410					20,736	316,932	
Support Staff									151,959
Substitutes							2,500		
	-	141,410	-	-	-	-	37,748	316,932	151,959
Employee Benefits		47,096					10,760	105,538	41,434
Services and Supplies	186,013		38,000	1,250,000	160,000	49,000	34,371	228,225	13,693
	186,013	188,506	38,000	1,250,000	160,000	49,000	82,879	650,695	207,086
Net Revenue (Expense) before Interfund Transfers	93,627	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(93,627)								
	(93,627)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 08 (Kootenay Lake)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Seamless Day Kindergarten	Donations	Health Promoting Schools	ASSAI	TOTAL
	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year							2,091,340
Add: Restricted Grants							
Provincial Grants - Ministry of Education	5,567,338	30,588	50,000				7,265,732
Provincial Grants - Other					27,000	62,500	89,500
Other				25,000			1,297,000
Investment Income							16,000
	5,567,338	30,588	50,000	25,000	27,000	62,500	8,668,232
Less: Allocated to Revenue	5,567,338	30,588	50,000	25,000	27,000	62,500	8,668,232
Deferred Revenue, end of year	-	-	-	-	-	-	2,091,340
Revenues							
Provincial Grants - Ministry of Education	5,567,338	30,588	50,000				7,265,732
Provincial Grants - Other					27,000	62,500	89,500
Federal Grants				25,000			25,000
Other Revenue							1,272,000
Investment Income							16,000
	5,567,338	30,588	50,000	25,000	27,000	62,500	8,668,232
Expenses							
Salaries							
Teachers	4,497,038				21,809		4,533,359
Educational Assistants			36,808				515,886
Support Staff							151,959
Substitutes							2,500
	4,497,038	-	36,808	-	21,809	-	5,203,704
Employee Benefits	1,070,300		13,192		5,191		1,293,511
Services and Supplies		30,588		25,000		62,500	2,077,390
	5,567,338	30,588	50,000	25,000	27,000	62,500	8,574,605
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	93,627
Interfund Transfers							
Tangible Capital Assets Purchased							(93,627)
	-	-	-	-	-	-	(93,627)
Net Revenue (Expense)	-	-	-	-	-	-	-

School District No. 08 (Kootenay Lake)

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

	2023 Annual Budget			2022 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Investment Income			-	20,000
Gain (Loss) on Disposal of Tangible Capital Assets			-	134,194
Amortization of Deferred Capital Revenue	2,705,386		2,705,386	2,792,386
Total Revenue	2,705,386	-	2,705,386	2,946,580
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	3,793,347		3,793,347	3,774,633
Total Expense	3,793,347	-	3,793,347	3,774,633
Net Revenue (Expense)	(1,087,961)	-	(1,087,961)	(828,053)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	117,127		117,127	217,127
Total Net Transfers	117,127	-	117,127	217,127
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(970,834)	-	(970,834)	(610,926)

2022–2023 Annual Budget

Superintendent's Recommendations

Prepared May 17, 2022



sd8.bc.ca



Prepared for the Operations & Finance Committee of the Whole Meeting and Board Meeting on May 17, 2022.

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2022-2023 Annual Budget Summary

The Ministry of Education and Child Care requires every school district to submit a balanced budget for the next school year by June 30. The Board of Education of School District No. 8 (Kootenay Lake) (“the district” or “SD8”) is therefore required to approve and submit its 2022-23 budget on or before June 30, 2022.

The budget process is based on the following main considerations:

- The Strategic Plan and maintaining a focus on literacy, numeracy, Indigenization and inclusion.
- Board consultation with key stakeholders in April of each year: Kootenay Lake Principals and Vice Principals, Kootenay Lake Teachers’ Association, CUPE Local 748, Aboriginal Committee of Education, Kootenay Lake District Parent Advisory Committee and students as well as the public .
- A public survey that provides feedback from parents and other stakeholders on the annual budget.
- A recognition that teachers and education assistants in school classrooms and virtual spaces are vital to the success of our students.

As a result of these considerations, the district ensured that the expenditures related to the classroom were maintained and targets for financial efficiencies were found elsewhere.

Ministry Of Education and Child Care Funded full-time equivalents (FTE)

The table below shows a district enrolment decline of 43.125 FTE for school aged students and 0.50 FTE for adults. This represents a decrease in overall enrolment of less than one percent. If actual enrolment is further reduced by more than four students, the 1% Ministry funding formula will apply to partially compensate the district for the enrolment decline during the 2022-23 school year. Demographic projections do forecast a continued decline for the next few years which will have a continued impact on the funding over that period.

Total student enrolment:

	2022-2023 Annual Budget	2021-2022 Amended Budget	Increase (Decrease)	
	\$	\$	\$	%
Ministry Operating Grant Funded FTE's				
School-Age	4,670.0000	4,713.1250	(43.1250)	-0.9%
Adult	2.0000	2.5000	(0.5000)	
Total Ministry Operating Grant Funded FTE's	4,672.0000	4,715.6250	(43.6250)	-0.9%





Operating Revenues - Detailed Summary

The preparation of the budget is challenged by the following factors impacting our operating revenue:

- The Ministry of Education has frozen the per student funding for 2022-23 at the same rates as 2021-22 despite inflation and increased staffing costs.
- Based on our best estimates, there is an expected reduction in student enrollment of 43.125 FTE students.
- Included in the above amount is an expected reduction in unique student funding for 29 FTE students mainly due to students graduating.

	2022-2023 Annual Budget	2021-2022 Amended Budget	Increase (Decrease)
	\$	\$	\$
Revenues			
Ministry of Education	56,132,201	57,014,988	(882,787)
Other Ministries	313,576	437,666	(124,090)
Tuition	1,770,150	1,660,250	109,900
Other Revenue	604,230	606,280	(2,050)
Rentals and Leases	72,000	72,000	-
Investment Income	30,000	30,000	-
Total Revenue	58,922,157	59,821,184	(899,027)

Current funding protection due to prior year enrollment reductions received during 2021-22 expires due to the enrolment decline just being under 1%.

Some of the areas of note are in Ministry of Education funding:

Enrollment decline 43.125 FTE students	\$ (339,469)
Enrollment decline Unique Students	\$ (573,844)
Funding protection expiry from prior year enrollment decline	\$ (127,833)
Decreased February and May Count for Online Learners	\$ (78,102)
Increase in Geographic Adjustment (Uses previous year FTE)	\$ 235,997

SD8 received COVID-19 funding to compensate for various expenditures during 2020-21 and 2021-22. This funding, a Special Purpose Fund, has now expired and is not expected to return.

The district also moved two grants from the Ministry of Health and from the Ministry of Tourism, Arts, Culture and Sport totaling \$89,500 to Special Purpose Funds.



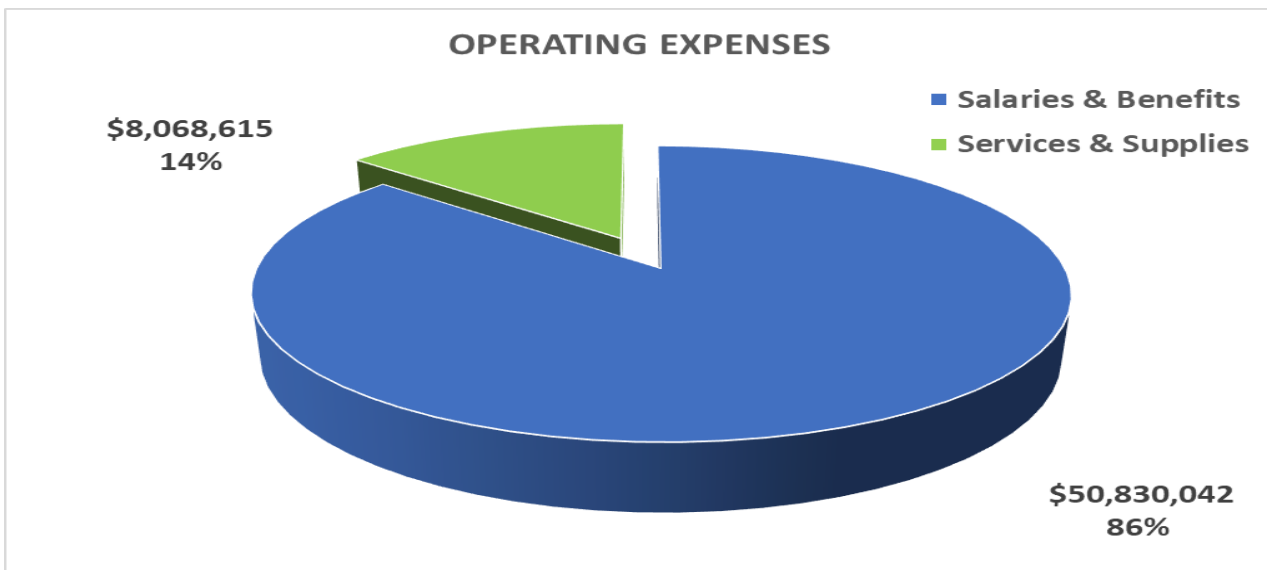


Operating Expenses Summary

The budget focuses on maintaining and enhancing services in the classroom and reviewing expenditures outside the classroom on a line-by-line basis:

- At the beginning of the budget process, the district carefully reviewed the staffing needs at the classroom level throughout all the schools. As a result, teaching staff adjustments are made only when warranted, resulting in an overall increase to teaching staff by 1.4 FTE.
- Due to the enrollment reduction of students designated as having special needs, there was a corresponding reduction by 6.8 FTE education assistants. We allocate funding based on needs and enrollment and will continue to do so.
- The current modelling allows our district the ability to absorb additional students in case enrollment is higher than currently forecasted due to a favourable teacher student ratio.

Focusing on expenditures, the district looked critically at all operations to find efficiencies and cost savings outside the classroom.



Our operating budget consists of 86% salaries and benefits and 14% service and supplies.

The budget also reflects that inflation has been rising significantly and increases in the price of diesel fuel, natural gas and propane have affected the cost of bussing services and school heating. These costs are rising faster than the average inflation rate.

In addition, the following items impacted budget planning:

- During 2021-22 the district was given a one-time premium holiday which paused the benefit premiums. These premiums will be charged for 2022-23 and ongoing years.
- Wage agreements are in existence for salaries of teachers to increment, resulting in a \$460,000 increase to the budget. These increases are separate from contract settlements and SD8 receives no additional funding for these adjustments.





- The budget does not include wage increases for the union contracts expiring in June 2022. Previously, the Province funded union wage increases through a Labour Market Adjustment Supplement.
- District staff reviewed contracts for services and supplies and identified cost reductions and/or eliminated a number of these services and supplies resulting in reduced expenditures of \$425,045. We will continue to monitor their use throughout the next year.
- The student laptop initiative will not continue in its current form but the equipment will be used to enhance the student device ratio in schools and refresh current inventory.
- As part of the steps taken during COVID-19, the school district entered into a Letter of Understanding previously, adding hours to the custodian schedule. The agreement, for which the funding has been terminated, expires on June 30, 2022 and will not be renewed.
- We have reallocated certain expenses to ensure they reflect the Ministry of Education and Child Care account classifications - i.e., moving substitute time of \$887,501 from teacher salaries to substitute salaries and also to some service and supply accounts. These reallocations do not impact the overall budget.

	2022-2023 Annual Budget	2021-2022 Amended Budget	Increase (Decrease)	
	\$	\$	\$	
Expenses				
Instruction	44,665,145	45,002,031	(336,886)	76%
District Administration	3,564,880	3,648,040	(83,160)	6%
Operations and Maintenance	7,664,203	8,177,153	(512,950)	13%
Transportation and Housing	3,004,429	2,900,460	103,969	5%
Total Expense	58,898,657	59,727,684	(829,027)	100%
Net Revenue (Expense)	23,500	93,500	(70,000)	
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	(23,500)	(93,500)	70,000	
Total Net Transfers	(23,500)	(93,500)	70,000	
Budgeted Operating Surplus (Deficit), for the year	0	-	0	

Direct Instruction Spending			
Instruction	44,665,145	45,002,031	
FTE Students	4670	4713.125	
Spending per student	\$ 9,564	\$ 9,548	



Special Purpose Funds Summary

The district's Special Purpose Funds revenue and expenses are down by \$766,450 when compared to the 2021-22 amended budget. This is due to a decrease in carryforwards of \$353,336 from the 2020-21 school year which should all be spent by June 30, 2022. Also, the Ministry is not providing COVID-19 Restart funding of \$211,533 and three other Special Purpose Funds.

Special Purpose Funds	2022-2023 Annual Budget	2021-2022 Amended Budget	Increase (Decrease)
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education	7,265,732	8,076,682	(810,950)
Other Revenue	1,386,500	1,372,000	14,500
Investment Income	16,000	16,000	-
Total Revenue	8,668,232	9,464,682	(796,450)
Expenses			
Instruction	8,150,913	8,841,717	(690,804)
District Administration	49,475	49,475	0
Operations and Maintenance	343,629	389,275	(45,646)
Transportation & Housing	30,588	60,588	(30,000)
Total Expense	8,574,605	9,341,055	(766,450)
Net Revenue (Expense)	93,627	123,627	(30,000)
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(93,627)	(123,627)	-
Total Net Transfers	(93,627)	(123,627)	-
Budgeted Special Purpose Surplus (Deficit), for the year	(0)	-	(30,000)





Capital Expenses

The Board is scheduled to receive five additional buses and will continue to upgrade its facilities during the 2022-23 school year totaling \$3,695,420. The amortization of capital expense below of \$3,793,347 represents the capital expense that is incorporated into the budget bylaw.

	2022-2023 Annual Budget	2021-2022 Amended Budget	Increase (Decrease)
Expenses			
Amortization of Tangible Capital Assets			
Operations and Maintenance	3,793,347	3,774,633	
Total Expense	3,793,347	3,774,663	18,684

Annual Budget Bylaw Summary

The table below is a breakdown by bylaw category of the district's total Annual Budget Bylaw in the amount of \$71,383,736 for the 2022-23 fiscal year.

	2022-2023 Annual Budget	2021-2022 Amended Budget	Increase (Decrease)
	\$	\$	\$
Budget Bylaw Amount			
Operating - Total Expense	58,898,657	59,727,684	(829,027)
Operating - Tangible Assets Purchased	23,500	93,500	(70,000)
Special Purpose Funds - Total Expense	8,574,605	9,341,056	(766,451)
Special Purpose Funds - Tangible Capital Assets Purchased	93,627	123,627	(30,000)
Capital Fund-Total Expense	3,793,347	3,774,633	18,714
Local Capital -Tangible Capital Assets Purchased	-	145,878	(145,878)
Total Budget Bylaw Amount	71,383,736	73,206,378	(1,822,642)





Accumulated Operating Surplus

The schedule below reflects the changes over a four-year period of the operating surplus balance over time. Of note is the change from 2018 to 2021 and the use of \$0.7 million to cover expenditures above funding levels during this period.

Within the Accumulated Surplus balances, it is also important to note that about 50% of the balance is appropriated for contractual or program commitments, as shown in the carry-forward amounts annually. This means that the Board is operating with limited reserves to respond to any emergent issues than may arise. It would be in the Board's interest to maintain an unrestricted reserve in the amount of 3% of Operating Revenues, which is approximately \$1.8 million.

Operating Surplus (Deficit)	2020-2021	2019-2020	2018-2019	2017-2018
	\$	\$	\$	\$
Operating Surplus (Deficit), beginning of year	1,533,162	1,847,393	2,050,540	2,028,857
Operating Surplus (Deficit), for the year	(224,459)	(314,231)	(203,147)	21,683
Operating Surplus (Deficit), end of year	1,308,703	1,533,162	1,847,393	2,050,540
Surplus Restrictions & Carry-forwards	2020-2021	2019-2020	2018-2019	2017-2018
	\$	\$	\$	\$
Carry-forwards				
Schools and other programs	321,057	491,905	61,838	50,849
Community grants unspent	57,719	27,000	15,000	32,837
International program	76,000	76,000	76,000	76,000
Contractual professional development	195,382	163,854	112,703	117,904
Baragar Systems	-	79,543	108,050	-
Aboriginal Education	-	-	-	8,098
Technology Projects	-	-	-	636,000
BC Supplement for Education	-	-	-	80,708
General Ledger Alignment to Min. of Education	-	-	-	20,000
Sub-Total Carry-forwards	650,158	838,302	373,591	1,022,396
Other Restrictions				
General Reserve	500,000	500,000	500,000	500,000
Sub-Total Other Restrictions	500,000	500,000	500,000	500,000
TOTAL Restricted Surplus	1,150,158	1,338,302	873,591	1,522,396
Remaining Unrestricted Operating Surplus	158,545	194,860	973,802	528,144



Memorandum to the Board of Education Public

FROM: Johan Glaudemans, Secretary Treasurer
DATE: May 24, 2022
SUBJECT: School Fees

For Approval

RATIONALE

This memorandum provides information to the Board of Education on the school fees by school, course, and the Trades and Transition programs for the 2021-2022 school year.

BACKGROUND

The District recognizes its obligation under Section 82.1 of the School Act to provide, free of charge to school-age students resident in the District, an educational program required to meet general graduation requirements as well as educational resource materials necessary for participation in such a program.

The District is also committed to providing a wide range of additional educational opportunities for all students, including many enriching activities, and believes that there are instances when it is appropriate that a fee be charged for goods or services and/or for materials provided.

[Policy 430: Fees, Deposits and Financial Hardship](#) outlines that schools may charge for optional activities, project material choices, or goods and services related to the curriculum and that all fees charged to parents must be reasonable and must reflect the actual costs of the services provided. The charging of fees and deposits must not become a barrier for student participation in curricular activities or programs.

In accordance with the procedures of [AP 430.1: Fees, Deposits and Financial Hardship](#), each school's schedule of fees has been presented at a public meeting of its Parent Advisory Council, and each school has a financial hardship provision in place to ensure equitable access to enhancement activities and optional goods and services.

For the coming school year, the majority of schools fees have remained the same across the District with a few exceptions. The general reasoning for an increase in course fees is due to an increase in material costs or the addition of new materials being provided. Some examples of changes are as follows:

- Increased costs for Art supplies,
- Increased costs for Woodworking supplies
- Increased costs of foods

Where possible, schools have focused keeping fees unchanged for programs that are required for graduation.



The Trades and Transitions program costs are relatively unchanged, with only a minimal increase for inflation. Fees for materials and supplies have risen or dropped program by program by a modest amount based on anticipated needs for the upcoming year.

Please note that the fees are determined by the principals of the individual schools in the district based on consultation with teaching staff and parent committees. This allows the schools to focus on meeting the expectations of their students and parents.

A complete account of the proposed enhancement fees is included in this memorandum for the Board of Education's reference.

RECOMMENDATION

As per [Policy 430: Fees, Deposits and Financial Hardship](#) and in accordance with the procedures, it is recommended that the 2022-23 be approved.



School District No. 8 - Kootenay Lake								Nelson Family of Schools - Elementary
2022-2023 School Fees								Nelson Family of Schools - Elementary
Nelson Family of Schools - Elementary								
School	Fee Type	Fee Description	Grade(s)	2022-2023 Fee Amount	2021-2022 Fee Amount	2020-2021 Fee Amount	2019-2020 Fee Amount	Comment
				\$	\$	\$	\$	
Blewett								
Blewett	Activities	Spring	K-5	20.00	20.00	20.00	20.00	option to choose Examples: mountain biking, parkour, taekwondo, circus silks, makerspace, skateboarding,
Blewett	Activities	Winter	K-5	Free-170	Free-170	Free-170	40 to 170	student/50 students *There is always a free option for families to choose (free:snowshoeing, skiing:65-170,
Blewett	Activities	X-Country skiing	K-5	12.00	12.00	12.00	12.00	\$13 per session This is a teacher-organized field trip that not all classes do
Blewett	Activities	Grade 5 Year End field trip	5	balanced to 0.00	balanced to 0.00	balanced to 0.00	-	parents have fundraised, and the PAC contributes so there is a \$0 cost to families for this trip
Blewett	Supplies	Classroom Supplies for student use	K-5	45.00	40.00	40.00	50.00	duotangs, paper, pens, lined paper, notebooks, paint
								Blewett School subsidizes (covers) approx. 15% of fees
Elev8-DESK - Elementary								
Elev8-DESK - Elementary	General	International student course	k-7	-	-	-	-	
Hume								
Hume	Activities	Yoga, pottery, swimming lessons, sledding	K-5	-	-	-	-	covered by the parents and a minimal charge was made to cover the bussing. Activies included swimming
Hume	Supplies	Supplies	K	40.00	40.00	40.00	50.00	to parents is for a backpack, lunchkit and shoes. The \$40 does not cover the entire cost of school supplies. The
Hume	Supplies	Supplies and student planner	1,-5	40.00	40.00	40.00	60.00	for the backpack, lunchkit and shoes. The \$40 does not cover the entire cost of school supplies for each child,
Hume	Transport	Extra-curricular transportation - student in town	K-5	-	-	-	-	District transportation allocation paid for all transportation costs
Hume	Transport	Extra-curricular transportation - student out of town	K-5	-	-	-	-	District transportation allocation paid for all transportation costs
Hume	Winter activities	Curling, skiing (Downhill/X-c)	1,-5	\$10-\$100	\$10-\$100	\$10-\$100	\$10-\$100	lessons/rentals and grade 4-5 paid max \$100 for rentals/lessons.
Hume	Year end trip	Skiing	5	150.00	147.00	147.00	200.00	is over, the students will go for the day to the ski hill, twice. They will not go overnight. The fee will pay for the
Redfish								
Redfish	Supplies	Supplies and student planner	K-7	40.00	40.00	40.00	40.00	families who ask for financial support
Redfish	Winter activities	60% of cost of activities choice of skiing, parkour, skatin	44568	35.00	35.00	35.00	20.00	Depends on grants - likely \$35 but could be less.
Redfish	activities	cross country skiing - 4 days	44599	10.00	10.00	10.00	10.00	School fundraising subsidizes extra costs
Redfish	activities	Swimming lessons 7 lessons	K-7	-	-	-	-	PAC helps with costs through grants, transportation is part of school allocated budget
Redfish	End of year intermediate field trip		Sr.	50.00	50.00	50.00		This is a worse case scenario.
Rosemont								
Rosemont	Activities	Skating	K-2	20.00	20.00	12.60	15.00	4 sessions
Rosemont	Activities	Curling	3	21.00	21.00	21.00	20.00	4 sessions
Rosemont	Activities	Cross-country skiing	4	42.00	42.00	42.00	40.00	4 sessions
Rosemont	Activities	Downhill skiing	5	58-167	58-167	58-167	58-167	4 sessions
Rosemont	Activities	Swim lessons	K-5	42.00	42.00	42.00	40.00	7 lessons in 18/19 and 8 lessons in 19/20
Rosemont	Supplies	Supplies	K-5	40.00	40.00	40.00	40.00	sharpener, rulers, scissors, glue, pencil crayons, crayons, markers, paints, pastels, workbooks, duotangs, pencil
South Nelson								
South Nelson	Winter Activity	Snow shoeing	3-5			30.00	30.00	2020-21 winter activities fees covered by PAC, school, grant - cross-country skiing, WH20, archery
South Nelson	Winter Activity	Cross Country skiing	K-5			60.00	60.00	4 sessions
South Nelson	Winter Activity	Gymnastics	3-5			65.00	60.00	4 sessions
South Nelson	Winter Activity	Skating	K-5			30.00	30.00	4 sessions
South Nelson	Winter Activity	Soccer	K-5			30.00	30.00	4 sessions
South Nelson	Winter Activity	Skiing/snowboarding	k-5	58-167		43.00-123.00	43.00-123.00	4 sessions
South Nelson	Activities	Swimming	3-5	21.00		42.00	42.00	8 sessions
South Nelson	Activities	Swimming	1-2	21.00		42.00	40.00	8 sessions
South Nelson	Class Activity	Cross Country skiing	2-4	39.00		48.00	40.00	4 sessions
South Nelson	Supplies	Student Planner	1-5	-			7.00	

School District No. 8 - Kootenay Lake									Nelson Family of Schools - Elementary
2022-2023 School Fees									Nelson Family of Schools - Elementary
Nelson Family of Schools - Elementary									
School	Fee Type	Fee Description	Grade(s)	2022-2023 Fee Amount	2021-2022 Fee Amount	2020-2021 Fee Amount	2019-2020 Fee Amount	Comment	
				\$	\$	\$	\$		
South Nelson	Supplies	K-5 Bulk order and Student Planner	K-5	40.00	40.00	40.00	40.00	Heavily subsidized by school budget and PAC (\$2500 overage)	
Wildflower									
Wildflower	General	General	K	40.00	40.00	40.00	75.00		
Wildflower	General	General	1	40.00	40.00	40.00	75.00		
Wildflower	General	General	2	40.00	40.00	40.00	75.00		
Wildflower	General	General	3	40.00	40.00	40.00	75.00		
Wildflower	General	General	4	40.00	40.00	40.00	75.00		
Wildflower	General	General	5	40.00	40.00	40.00	75.00		
Wildflower	General	General	6	40.00	40.00	40.00	75.00		
Wildflower	General	summer/winter activities - museum, trolley, swimming	K-1	10.00	10.00	10.00			
Wildflower	General	summer/winter activities - nordic, museum, swimming.	Gr.2-6	20.00	20.00	20.00			
Wildflower	General	General	7	40.00	40.00	40.00	100.00		
Wildflower	General	General	8	40.00	40.00	40.00	100.00		
Wildflower	General	General	9	40.00	40.00	40.00	100.00		
Wildflower	General	(The CUBE),	7-9	35.00	35.00	35.00		PE excursion - Nordic skiing (4 weeks of lessons), climbing wall admissions (exploratories),	
Wildflower	Workbook	Math	2	25.00	25.00	25.00	25.00	Math work-booklet (consumable and optional)	
Wildflower	Workbook	Math	3	25.00	25.00	25.00	25.00	Math work-booklet (consumable and optional)	
Wildflower	Workbook	Math	4	25.00	25.00	25.00	25.00	Math work-booklet (consumable and optional)	
Wildflower	Workbook	Math	5	25.00	25.00	25.00	25.00	Math work-booklet (consumable and optional)	
Wildflower	Workbook	Math	6	25.00	25.00	25.00	25.00	Math work-booklet (consumable and optional)	
Wildflower	Workbook	Math	7	25.00	25.00	25.00	25.00	Math work-booklet (consumable and optional)	
Wildflower	Workbook	Math	8	25.00	25.00	25.00	25.00	Math work-booklet (consumable and optional)	
Wildflower	Workbook	Math	9	25.00	25.00	25.00	25.00	Math work-booklet (consumable and optional)	

POLICY 250: Tobacco and Electronic Smoking Devices

[As an employer, the Board of Education of School District No. 8 \(Kootenay Lake\) has a duty to ensure the safety of the workplace. As an educational authority, the Board has a responsibility to provide educational leadership and its employees have a responsibility to act as positive role models while in the workplace.](#)

The Board of Education of School District 8 (Kootenay Lake) recognizes the health hazards of tobacco products and the use of smokeless tobacco products and electronic smoking devices.

The Board of Education is committed to its responsibility of enforcing a smoking- (tobacco)- and vaping (vapour products)-free environment, as required under the *Tobacco and Vapour Products Control Act*.

Related Legislation: Tobacco and Vapour Products Control Act
Related Contract Article: Nil
Adopted: April 21, 2015
Amended: May 8, 2018
Amended: October 9, 2018
[Amended: March 8, 2022](#)



POLICY 250: Tobacco and Electronic Smoking Devices

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The Board of Education of School District 8 (Kootenay Lake) recognizes the health hazards of tobacco products and the use of smokeless tobacco products and electronic smoking devices.

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Related Legislation: [Tobacco and Vapour Products Control Act](#)

Related Contract Article: Nil

Adopted: April 21, 2015

Amended: May 8, 2018

Amended: October 9, 2018

Amended: March 8, 2022



POLICY 260: Scent Free Environment

The Board of Education of School District No. 8 (Kootenay Lake) recognizes that health concerns may arise from exposure to some scented products. To assist with the right of employees and students to work in a safe and healthy environment, the Board requests that employees, students and visitors refrain from scented products ~~if and when possible~~.



POLICY 260: Scent Free Environment

The Board of Education of School District No. 8 (Kootenay Lake) recognizes that health concerns may arise from exposure to some scented products. To assist with the right of employees and students to work in a safe and healthy environment, the Board requests that employees, students and visitors refrain from scented products.

Related Legislation: Nil
Related Contract Article: Nil
Adopted: February 24, 2015
Amended: March 10, 2020
Amended: March 8, 2022



POLICY 311: Illegal Use of Drugs and/or Alcohol

The Board of Education of School District No. 8 (Kootenay Lake) does not condone any illegal use of drugs and/or alcohol by students. Drug and/or alcohol abuse by students while in attendance at school or a school sponsored function will result in consequences as well as support and guidance.

The Board believes that every effort must be made to assist students in maintaining their connection with the school while ensuring that appropriate steps are taken to assist the student.

~~[Move to AP: In applying this policy, the Principal has discretion to take into account the age of the student and the factors and issues that may be affecting the student who is under the influence, or appears to be under the influence, or in the possession of drugs and/or alcohol while in attendance or on route to, or from, school or at any school sponsored activity.](#)~~

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 85 \(1.1\)\]](#)

Related Policies: [251: Cannabis](#) (linked), [310: Code of Conduct](#) (linked)

Related Contract Article: Nil

Adopted: September 27, 2004

Amended: June 21, 2005

Amended: April 8, 2008

Amended: October 9, 2018

Amended: February 26, 2019

Amended: April 28, 2020



POLICY 311: Illegal Use of Drugs and/or Alcohol

The Board of Education of School District No. 8 (Kootenay Lake) does not condone any illegal use of drugs and/or alcohol by students. Drug and/or alcohol abuse by students while in attendance at school or a school sponsored function will result in consequences as well as support and guidance.

The Board believes that every effort must be made to assist students in maintaining their connection with the school while ensuring that appropriate steps are taken to assist the student.

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 85 \(1.1\)\]](#)

Related Policies: [251: Cannabis](#), [310: Code of Conduct](#)

Related Contract Article: Nil

Adopted: September 27, 2004

Amended: June 21, 2005

Amended: April 8, 2008

Amended: October 9, 2018

Amended: February 26, 2019

Amended: April 28, 2020

Amended: March 8, 2022



POLICY 320: Student Attendance

The *School Act* of British Columbia and its accompanying Regulations are explicit about each school-age student's compulsory attendance at school, except when excused under those exemptions permitted by legislation. Under legislation, parents or guardians are responsible for ensuring that school attendance requirements are fulfilled as prescribed.

The Board of Education of School District No. 8 (Kootenay Lake) believes that students' knowledge, skills and attitudes are enhanced through regular school attendance.

~~MOVE TO AP: There is an expectation that all schools in the district establish, communicate and enforce fair and consistent attendance procedures.~~

~~Parents/guardians of students shall be informed of absenteeism in a timely fashion in order to support learning and student safety.~~

Related Legislation: School Act [RSBC 1996, Part 6, Division 2, Section 85 (2)(c)(iii)]
Related Contract Article: Nil
Adopted: September 15, 2015
Amended: October 9, 2018
Amended: February 26, 2019
Amended: April 28, 2020
Amended: March 8, 2022



POLICY 320: Student Attendance

The *School Act* of British Columbia and its accompanying Regulations are explicit about each school-age student's compulsory attendance at school, except when excused under those exemptions permitted by legislation. Under legislation, parents or guardians are responsible for ensuring that school attendance requirements are fulfilled as prescribed.

The Board of Education of School District No. 8 (Kootenay Lake) believes that students' knowledge, skills and attitudes are enhanced through regular school attendance.

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 85 \(2\)\(c\)\(iii\)\]](#)

Related Contract Article: Nil

Adopted: September 15, 2015

Amended: October 9, 2018

Amended: February 26, 2019

Amended: April 28, 2020

Amended: March 8, 2022



POLICY 530: Public Interest Disclosure~~Whistleblower Protection~~

The Board of Education of School District No. 8 (Kootenay Lake) is committed to honesty, integrity, and accountability in its operations, programs, and services and to promoting a culture of openness and transparency. School District No. 8 (Kootenay Lake) encourages and supports all personnel in bringing forward reports of unlawful acts and acts of wrongdoing in a manner consistent with the provisions of the British Columbia *Public Interest Disclosure Act* (“PIDA”).

The purpose of this Policy and related Procedures is to establish a process, in compliance with the PIDA, for employees and trustees to report, in good faith, wrongful or unlawful conduct without fear of retaliation or reprisal.

The Board of Education is committed to supporting ethical conduct in its operations and seeks to foster a culture in which employees and trustees are encouraged to disclose wrongdoing, including by receiving, investigating and responding to disclosures and by providing information and training about the PIDA.

~~The Board of Education of School District No. 8 (Kootenay Lake) is committed to the highest standards of ethical conduct, integrity and accountability.~~

~~The Board has a responsibility for the stewardship of the District. The Board encourages and supports employees to report, while acting in good faith, and consistent with their applicable Code of Ethics, what they reasonably believe to be substantive improper activity.~~

Reportable Activities related to carrying out professional duties might include:

- ~~• An unlawful act, whether civil or criminal;~~
- ~~• Abuse of an imbalance of power;~~
- ~~• Actions detrimental to students or staff;~~
- ~~• Questionable accounting practices;~~
- ~~• Falsifying District records;~~
- ~~• Theft of cash, goods, services, time, or fraud;~~
- ~~• Inappropriate use of District assets or funds;~~
- ~~• Decision-making for personal gain;~~
- ~~• A dangerous practice likely to cause physical harm or damage to property; and,~~
- ~~• Retaliation, repercussion or reprisal for reporting under this policy.~~

~~*This list is not all-inclusive but is intended to give an indication of the kind of conduct which may be considered as a ‘reportable activity’.*~~

Authority

~~The responsibility for the day-to-day administration and enforcement of this policy rests with the Superintendent/CEO as authorized by the Board of Education.~~

Related Legislation: Public Interest Disclosure Act (PIDA)
Related Contract Article: Nil
Adopted: September 11, 2018
Amended: May 28, 2019
Amended: September 22, 2020



~~The provisions of this policy are independent of and supplemental to, the provisions of collective agreements between the Board and its Unions relative to grievance procedures, and to any other terms and conditions of employment.~~

Duty to Disclose

~~The Board encourages any employee who is aware of or witnesses any improper activity to bring the matter to the attention of the Superintendent or Board Chair. The District will investigate and take corrective actions appropriate to the circumstances. All reports are considered confidential.~~

Protection of Employee and Employer

Employee

~~Any employee(s) who files a report under this policy will be protected if the employee(s):~~

- ~~• Believes it to be substantially true;~~
- ~~• Does not act maliciously or make false allegations; and,~~
- ~~• Does not seek any personal or financial gain.~~

~~All reports under this policy will be handled with strict confidentiality and personally identifiable information from the report will only be shared to the extent necessary to conduct a complete and fair investigation according to the law.~~

~~No retaliation, including dismissal or demotion may result from reporting in good faith under this policy.~~

Employer

~~Nothing in this policy shall be deemed to diminish or impair the rights of the District to manage its employees under any policy or collective agreement; or to prohibit any personnel action which otherwise would have been taken regardless of the reporting of the information.~~



POLICY 530: Public Interest Disclosure

The Board of Education of School District No. 8 (Kootenay Lake) is committed to honesty, integrity, and accountability in its operations, programs, and services and to promoting a culture of openness and transparency. School District No. 8 (Kootenay Lake) encourages and supports all personnel in bringing forward reports of unlawful acts and acts of wrongdoing in a manner consistent with the provisions of the British Columbia *Public Interest Disclosure Act* (“PIDA”).

The purpose of this Policy and related Procedures is to establish a process, in compliance with the PIDA, for employees and trustees to report, in good faith, wrongful or unlawful conduct without fear of retaliation or reprisal.

The Board of Education is committed to supporting ethical conduct in its operations and seeks to foster a culture in which employees and trustees are encouraged to disclose wrongdoing, including by receiving, investigating and responding to disclosures and by providing information and training about the PIDA.

Related Legislation: [Public Interest Disclosure Act \(PIDA\)](#)

Related Contract Article: Nil

Adopted: September 11, 2018

Amended: May 28, 2019

Amended: September 22, 2020

Amended: March 8, 2022



POLICY 330: Sexual Orientation / Gender Identity (SOGI)

The Board of Education of School District No. 8 (Kootenay Lake) is committed to providing a safe, positive, and inclusive learning and working environment for all students and employees regardless of their sexual orientation or gender identity. In accordance with the *Canadian Charter of Rights and Freedoms* and the [BC British Columbia Human Rights Code](#), the Board values all ~~of its~~ students and employees.

The Board recognizes that some students and employees may identify as [Two Spirit](#), Lesbian, Gay, Bisexual, Transgender, ~~Transsexual, Two-Spirit, Queer (LGBTQ+), and/or are questioning their sexual orientation~~ [Questioning](#), or ~~gender identity~~ [other affirmative ways in which people choose to self-identify \(2SLGBTQ+\)](#). Therefore, it is expected that the District will:

- Ensure inclusion of all students and employees in all aspects of school life regardless of their sexual orientation, including the right for students to participate in extracurricular activities;
- Define appropriate terms, behaviours, and actions ~~in order~~ to prevent discrimination, harassment, and exclusion through greater awareness of, and responsiveness to, their harmful effects;
- Ensure that complaints about SOGI-based discrimination are taken seriously and dealt with effectively and in a timely fashion through consistently applied policy and administrative procedures; and
- Raise awareness and improve understanding of the lives of individuals who are discriminated against, harassed, excluded, or feel unsafe based on their sexual orientation.

The Board will strive to ensure that professional development and training is provided for staff to develop the awareness, knowledge, skills, and attitudes to accomplish the above.

Related Legislation: Canadian Charter of Rights and Freedoms [Section 15 (1)]; [BC Human Rights Code](#)

Related Contract Article: Nil

~~Related Policy: Policy 310: Code of Conduct, Policy 580: Discrimination and Harassment~~

~~Related Policy: Policy 310: Code of Conduct, Policy 580 Respectful Workplace~~

Adopted: February 24, 2015

Amended: October 9, 2018 - February 26, 2019 - April 28, 2020



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The Board recognizes that some students and employees may identify as Two Spirit, Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning, or other affirmative ways in which people choose to self-identify (2SLGBTQ+). Therefore, it is expected that the District will:

- Ensure inclusion of all students and employees in all aspects of school life regardless of their sexual orientation, including the right for students to participate in extracurricular activities;
- Define appropriate terms, behaviours, and actions to prevent discrimination, harassment, and exclusion through greater awareness of, and responsiveness to, their harmful effects;
- Ensure that complaints about SOGI-based discrimination are taken seriously and dealt with effectively and in a timely fashion through consistently applied policy and administrative procedures; and
- Raise awareness and improve understanding of the lives of individuals who are discriminated against, harassed, excluded, or feel unsafe based on their sexual orientation.

The Board will strive to ensure that professional development and training is provided for staff to develop the awareness, knowledge, skills, and attitudes to accomplish the above.

Related Legislation: [Canadian Charter of Rights and Freedoms \[Section 15 \(1\)\]](#); [BC Human Rights Code](#)
Related Contract Article: Nil
Related Policy: Policy 310: Code of Conduct, Policy 580 Respectful Workplace
Adopted: February 24, 2015
Amended: October 9, 2018 - February 26, 2019 - April 28, 2020



POLICY 331: Anti-Racism and Cultural Safety

Racism exists. It has existed historically and continues to be embedded within cultures, communities and in individuals. It has deeply harmed countless people and communities. It has been operationalized in all systems, including systems of education. Settlers have benefited from these systems of exclusion, so learning about how systems discriminate and exclude through existing rules and procedures is also essential. Sometimes these are easily identified, and sometimes they are not, they can be hidden or less obvious. An ongoing commitment to actively review and then enact processes that are inclusive is essential. The Board of Education of School District No. 8 (Kootenay Lake) (“The Board”) commits to eliminating racism in all of its forms.

The Board is committed to becoming anti-racist and to working with its communities to ensure all identities are valued and that all learners and members of the school district community feel safe, included, and welcome. The Board is committed to cultural humility—a way of humbly acknowledging a need to listen and learn about each other’s experiences—and to take actions that honour the wisdom and experiences of its diverse communities. The Board will also authentically and purposefully respond to the calls for action and reconciliation with Indigenous peoples of Canada. Anti-racism work is liberatory and makes communities richer, safer, and enables connections for everyone in a globally interconnected world.

The Board recognizes that some students, staff, and school community members experience racism by virtue of visible and less visible perceived differences in race, skin colour, ancestry, ethnicity and/or culture, including Canada’s Indigenous peoples. It also recognizes that racism and stereotyping is harmful to everyone in the educational community, and requires a deep, shared commitment with persistent, ongoing actions to dismantle its effects.

Racism presents itself in many forms. The racism of low expectations has been identified as a pattern in BC schools, where Indigenous children/learners are assumed to need remediation or extra help because of their culture or family practices. It also exists in systems—such as assigning all children of colour into an English as a second language class. Racism isn’t always intentional, but it always harms.

The Board recognizes its obligations in the context of Canada’s Charter of Rights and Freedoms, the BC Human Rights Code and the Canadian Human Rights Act, the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), The Declaration on the Rights of Indigenous Peoples Act (DRIPA), and the BC Multiculturalism Act and accepts its responsibility to live to the spirit and intentions of these legislative tools.

Apology and Recognition of Harm

The Board recognizes its current and historical role in discriminating against peoples on the basis of their race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, gender identity or expression, sexual orientation, age, or criminal conviction¹. In particular, it recognizes that education has been an instrument of significant harm to Indigenous peoples. As a Board we apologize for our complicity with these discriminatory practices, acknowledge the significant

¹ Grounds for protection against discrimination are fully described in the BC and Canadian Human Rights Code; they are abbreviated here.

Related Legislation: [Canadian Charter of Rights and Freedoms](#), [BC Human Rights Code](#), [Canadian Human Rights Act](#), [United Nations Declaration on the Rights of Indigenous Peoples \(UNDRIP\)](#), [Declaration on the Rights of Indigenous Peoples Act \(DRIPA\)](#), [Multiculturalism Act](#)

Related Policy: Policy 580: Respectful Workplace, Policy 310: Code of Conduct

Related Contract Article: Nil

Adopted: xxx



and ongoing harm experienced as a result by members of Indigenous, Black, Persons of Colour and Lesbian, Gay, Bisexual, Transgendered, Queer and Two-spirited (IBPOCQ2+) communities, and commit to leading and empowering all members of our communities in ensuring we create inclusive, safe, and welcoming spaces for all. The Board of Education commits to addressing all educational recommendations in the Truth and Reconciliation Commission Report and to the implementation of the Declaration on the Rights of Indigenous Peoples Act (DRIPA BC Implementation Plan).

Board of Education of School District No. 8 (Kootenay Lake) Commitments:

The Board commits to championing anti-racism and leading courageous conversations in order to end racism, marginalization, bias, and exclusion by incorporating the following principles, values, and actions:

1. Celebrating, recognizing, and honouring all diverse identities as a means of instilling pride in all who are a part of the school district community.
2. Ensuring equity for all by identifying and removing barriers of exclusion, overcoming implicit and explicit bias, creating anti-racist, inclusive programming and creating cultures of belonging in every school and worksite in the district.
3. Ensuring trauma-informed practices, reconciliation, cultural humility, and restorative justice are core features of all approaches to personal and collective forms of learning about anti-racism. These practices will be focused on opportunities to learn and grow rather than punishment or shame.
4. Learning about racism, in the past and present, and engaging in future focused efforts, including righting past wrongs.
5. Ensuring that education resources honour the diverse understandings people may have.
6. Ensuring accessible and inclusive language, resources, tools, and spaces for diverse audiences, including students, parents, and community members.
7. Honouring and acknowledging the wisdom and experiences of IBPOCQ2+ community members as partners in our anti-racism work, without relying on their unpaid labour to benefit those with privilege.
8. Ensuring commitments to reconciliation and Indigenization are incorporated into our shared responsibilities and accountabilities.
9. Ensuring that cultural competencies, diverse knowledges, and ways of being are embedded within activities undertaken to support this anti-racism policy.
10. Ensuring accountability and measures of success in implementing this policy are developed and fully integrated into ongoing public reporting mechanisms.
11. Ensuring diverse communities and organizations are included in formal and informal district deliberations and processes of consultation and recognized as collaborators in building equitable and inclusive education.

Definitions/Glossary

At the time of its initial adoption, the terminology and language used in this policy were considered acceptable by most. As much as possible, the following definitions seek to provide clear and basic understandings of ideas included in this policy document. It is recognized that language changes with time, and therefore this policy should be regularly reviewed, and its terms and definitions revised as appropriate.

Please note that definitions are grouped and not necessarily in alphabetical order.

Related Legislation: [Canadian Charter of Rights and Freedoms](#), [BC Human Rights Code](#), [Canadian Human Rights Act](#), [United Nations Declaration on the Rights of Indigenous Peoples \(UNDRIP\)](#), [Declaration on the Rights of Indigenous Peoples Act \(DRIPA\)](#), [Multiculturalism Act](#)

Related Policy: Policy 580: Respectful Workplace, Policy 310: Code of Conduct

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Anti-racism - Actions to end racism and to commit to learning about how to be non-discriminatory to all persons and groups. It also means committing to ongoing education and learning that requires thinking frequently about our assumptions and beliefs and how these create barriers to inclusion.

Racism - The belief that different races possess distinct abilities, qualities, or features that make them inferior or superior to one another.

White Supremacy - White supremacy is the belief that white people are superior to all others and should therefore dominate or control how society and systems operate. It gives a structural and social advantage to white people and communities.

Systemic Racism - Racism that is embedded within organizational structures, processes, procedures, or ideas that perpetuates inequalities for racial minorities or those with non-dominant identities. This form of racism is organized and persistently maintains racial advantage for some dominant cultures.

Anti-Indigenous Racism - Anti-Indigenous racism is ongoing race-based discrimination or injustice experienced by Indigenous Peoples. It includes practices or ways of thinking that maintain and perpetuate power imbalances, inequitable outcomes, and systemic barriers.

Unintentional Racism - These are racist acts that are reflected in unquestioned personal assumptions or beliefs; often they happen as a part of everyday actions. They are not intentionally understood by the perpetrator to be racist.

Racism of Low Expectations - The Auditor General of British Columbia released a report in 2015 that documented the gap in achievement between Indigenous and non-Indigenous students in British Columbia's education system. The gap between students' levels of achievement was seen to be directly related to a belief that Indigenous learners could not achieve at the same rate as non-Indigenous learners. This belief led to the creation of lower expectation pathways for students; for example, an over-representation of Indigenous children in modified programs or graduation programs with modified/lowered expectations.

Bias - Bias is favouring of one thing against another, a person, or a group. Generally understood to be unfair or unjustified. Bias can be explicit (such as using a person's identity to deny them services) or implicit (such as unconsciously favoring someone on the basis of their name being familiar)

Discrimination - The prejudicial treatment of a group of people or things on the basis of their identity or category. Examples include race, age, sex, or ability.

Microaggressions - Racial microaggressions are persistent expressions of racism or bias that are repeatedly faced by minority peoples. For example, jokes that rely on stereotypes or involve assumptions about a person's place/country of origin are a type of microaggression. Microaggressions harm deeply over time as a result of their repetitive nature.

Privilege - Often described as white privilege, privilege is about the advantage earned by an individual's skin colour or the benefits that come from one's position within society. The term 'unearned privilege' is also used when one's privilege flows from being a member of a dominant community. Often privilege is invisible - because as a member of the dominant culture, you can 'count' on your status to assist you in

Related Legislation: [Canadian Charter of Rights and Freedoms](#), [BC Human Rights Code](#), [Canadian Human Rights Act](#), [United Nations Declaration on the Rights of Indigenous Peoples \(UNDRIP\)](#), [Declaration on the Rights of Indigenous Peoples Act \(DRIPA\)](#), [Multiculturalism Act](#)

Related Policy: Policy 580: Respectful Workplace, Policy 310: Code of Conduct

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your daily life without having reason to be concerned someone is discriminating against you on the basis of your membership in a minority group.

Cultural Safety - Cultural safety involves the creation of space for everyone, regardless of their culture and heritage to feel welcomed as participants in respectful dialogue that values and acknowledges diverse perspectives and views. Cultural safety allows everyone to feel they can safely raise concerns and have their perspectives respected.

Cultural Humility - Cultural humility is a way of engaging in self-reflection about one's own beliefs, understandings, and assumptions in order to better understand how to accept and recognize diverse ways of being in the world. Cultural humility seeks to create spaces for different and sometimes competing perspectives and doesn't assume there is only one way to know/be in the world. It is a lifelong process of learning and involves a commitment to being open to learning about others.

Liberatory - Liberatory is to be free from domination and to work with others to ensure the freedom of all. The principles of equitable social change and an end to oppression are envisioned by principles of liberation.

Reconciliation - This word is meant to focus on the achievement of mutual regard and understanding between Indigenous and non-Indigenous peoples. Education is a central feature of reconciliation work.

Restorative Justice - Restorative justice seeks to repair the harm caused by violence, discrimination, bias, or marginalization. It is based on the principle of bringing together victims and perpetrators in culturally safe environments where the impacts of the harm can be fully understood, and to develop some form of restitution so the harm will not be repeated. In many Indigenous communities, healing or talking circles are used to help offenders, victims, families, and supporters to enable a deep form of listening and learning.

Indigenization - This is the process of intentionally integrating Indigenous knowledge, perspectives, and worldviews into educational curricula and methods of teaching. It is meant to be culturally inclusive; that is, it seeks to explicitly include diverse forms of cultural knowledge, rather than relying solely on Western knowledge systems.

Decolonization - Decolonization is a term used to describe how one interrogates, reveals, makes evident or public how systems of thinking, practices and organizational processes are aligned with Western (or European/Colonial) ways of knowing and doing. When a system is attempting to decolonize its approaches, it seeks to find alternatives to established ways of doing things which have limited the ability of diverse communities to fully access benefits of the system; it essentially is a way of thinking through how white privilege and colonial power has been operationalized.

Trauma-informed Practice - This is a strength-based practice designed to understand and be responsive to the impacts of trauma experienced by individuals, communities, or groups of people. Its emphasis is on creating emotionally safe environments so survivors can rebuild or experience a sense of control and empowerment.

Allyship - An ally is someone who promotes and aspires to advancing a culture of inclusion through intentional and positive means. Allyship is not an identity but is a lifelong process of working with non-dominant communities and individuals in relationship and in collective efforts to achieve inclusivity. An ally

Related Legislation: [Canadian Charter of Rights and Freedoms](#), [BC Human Rights Code](#), [Canadian Human Rights Act](#), [United Nations Declaration on the Rights of Indigenous Peoples \(UNDRIP\)](#), [Declaration on the Rights of Indigenous Peoples Act \(DRIPA\)](#), [Multiculturalism Act](#)

Related Policy: Policy 580: Respectful Workplace, Policy 310: Code of Conduct

Related Contract Article: Nil

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often uses their power and privilege as a means to question the status quo and advocate with others to end discrimination or marginalization.

Historical Terms

Residential Schools - Residential schools were established by the Government of Canada. They were a system of boarding schools and day schools run by a variety of religious orders that Indigenous children were required by law to attend between 1894 and 1947. Their purpose was to culturally assimilate all Indigenous children - to “take the Indian out of the child”. Children were forbidden to speak their own languages and required to embrace Christianity. More than 4,100 children died in Canadian residential schools (National Centre for Truth and Reconciliation). There were 139 residential schools in Canada: the last one closed in 1997.

Doukhobor children were forced into government-run residential schools between the years 1953 and 1959.

Truth and Reconciliation Commission Report - The Truth and Reconciliation Commission created a historical, truthful record of the residential school system in Canada. Between 2007 and 2015, the Commission heard submissions from residential school survivors across Canada, a total of more than 6,500 witnesses. It also hosted many national events to help educate the public about the history and the legacy of residential schools. *The Truth and Reconciliation Commission Report* summarized the findings of the Commission. This multi-volume report included 94 “Calls to Action” for all sectors of Canadian society, including education.

Colonialism - Colonialism is the historic practice of European expansion into territories already occupied by Indigenous peoples; in general, the intention of colonizers was to claim the territory and its resources as their own. It also involved the violent suppression of Indigenous peoples’ cultures, languages, governance systems, and social structures. “Colonialism remains an ongoing process, shaping both the structure and the quality of the relationship between settlers and Indigenous peoples” (TRC Final Report, 2016).

Settlers/colonizers - These terms are often used interchangeably and refer to Canadians/peoples who are descended from those of European ancestry who have claimed ownership of Indigenous lands or have become members of the dominant society. Settlers often think of themselves as being the first to inhabit an area, even if it was previously occupied by Indigenous peoples.

Identity Abbreviations

IBPOCQ2+ - This is a term that abbreviates marginalized communities including people who are: Indigenous, Black, Indigenous, a person of colour, queer (lesbian, gay, bisexual, asexual, transgender, non-binary) or two-spirited.

Legislation

UNDRIP - The United Nations Declaration on the Rights of Indigenous Peoples was adopted by the United Nations in September 2007 as a standard to ensure the survival of Indigenous peoples. 144 nations around the world adopted the standards, although Canada did not do so until 2016. In British Columbia, UNDRIP

Related Legislation: [Canadian Charter of Rights and Freedoms](#), [BC Human Rights Code](#), [Canadian Human Rights Act](#), [United Nations Declaration on the Rights of Indigenous Peoples \(UNDRIP\)](#), [Declaration on the Rights of Indigenous Peoples Act \(DRIPA\)](#), [Multiculturalism Act](#)

Related Policy: Policy 580: Respectful Workplace, Policy 310: Code of Conduct

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was written into law and is called The Declaration on the Rights of Indigenous People Act (DRIPA). It was adopted in 2019.

DRIPA Implementation Plan - This action plan was released by the Government of BC in March 2022. It is designed to assist government bodies across British Columbia to address the principles of UNDRIP, including ongoing consultation and cooperation with Indigenous Peoples, annually reporting on progress towards the goals of UNDRIP, ensuring the alignment of BC laws with these intentions, and ensuring that the rights, interests, priorities, and concerns of First Peoples are considered in the actions taken by government and government agencies.

BC Human Rights Code - The BC Human Rights Code is a law designed to protect and promote human rights. It helps to protect individuals from discrimination and harassment. It is managed by the BC Human Rights Tribunal; individuals or groups can launch a complaint under the Human Rights Code, and it will be investigated. There are a variety of protected grounds in the BC Human Rights Code, including: race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, gender identity or expression, sexual orientation, age, or criminal conviction.

Multiculturalism Act - This Act was passed by the government of Canada in 1988. It was designed to promote and maintain a diverse, multicultural society and assure the cultural freedom of all Canadians. Originally the Act was seen as a means of assisting cultural and ethnic groups in overcoming barriers to participation in Canadian Society. These rights are also affirmed in the Canadian Charter of Rights and Freedoms.

Canadian Charter of Rights and Freedoms - The Charter is part of the Canadian Constitution. It protects all Canadian citizens, permanent residents and newcomers to the rights set out in the Charter. It came into effect in 1982. Democratic rights, mobility rights, language rights, equality rights, legal rights, and enforcement provisions are set out in the Charter.

Canadian Human Rights Act - This Act was passed in 1985 and sets out the principles of human rights protections on the basis of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, pregnancy or childbirth, genetic characteristics, disability, or conviction for an offence for which a pardon has been granted. The BC Human Rights Code has similar protections.

Related Legislation: [Canadian Charter of Rights and Freedoms](#), [BC Human Rights Code](#), [Canadian Human Rights Act](#), [United Nations Declaration on the Rights of Indigenous Peoples \(UNDRIP\)](#), [Declaration on the Rights of Indigenous Peoples Act \(DRIPA\)](#), [Multiculturalism Act](#)

Related Policy: Policy 580: Respectful Workplace, Policy 310: Code of Conduct

Related Contract Article: Nil

Adopted: xxx



POLICY 791: Naming / Re-Naming of Schools & Facilities

The Board of Education of School District No. 8 (Kootenay Lake) recognizes that District facilities are an integral part of the community in which they are situated, and acknowledges the importance of naming schools and other facilities to enhance the sense of ownership and identification the community has with its school. The Board believes that the naming of schools, specific parts of schools, and other District facilities should be undertaken following broad-based consultation.

Guiding Principles

The following are guiding principles for persons wishing to propose the naming or re-naming of district facilities:

1. School district facilities will not be named after living or deceased persons.
2. Existing and rebuilt school facilities/parts of facilities will not be re-named except in exceptional circumstances.
3. Proposals to re-name a school or other District facility will be considered only in cases where the existing name is deemed to no longer be serving the needs of the school population or the community. For example, when the name of a facility becomes offensive or controversial to society.
4. In all cases, the final decision on naming or re-naming any Board-owned facility or part of a facility, will be made by the Board.



POLICY 410: School Choice and Catchment

The Board of Education ~~for~~of School District No. 8 (Kootenay Lake) has established that student admission to district schools ~~is~~shall be guided by the following ~~principles~~:

- The admission process should maximize the number of students able to attend their catchment area school in accordance with their wishes.
 - The admission process should maximize the student's and parent's ability to choose the school and education program which best meets the student's educational needs.
 - The admission process should enable school and District staff to plan the allocation of space and instructional resources to best accommodate demand and to minimize the adjustments required at the beginning of the year.
- The ~~board~~Board reserves the right to alter school catchment boundaries ~~when deemed necessary at any time and shall determine the nature of any such changes~~.

1. Definitions

1.1. "catchment area student" means a person who is:

- of school age, and;

1.1.1. is ordinarily resident in the catchment area of the school.

1.2. "continuing student" means a school age student in attendance at the school or a designated feeder school who is expected to continue in the educational program for the succeeding school, but does not include a non-District student, a student who withdraws or transfers from the school or educational program before the end of the previous school year, or a student who attended the previous year on a disciplinary transfer.

1.3. "District choice programs" are unique programs approved by the Board, such as Late French Immersion, Outdoor Programs, and Academies which are offered at individual schools.

1.4. "feeder schools" are schools whose students would normally proceed to the next higher grade in a "receiving school."

1.5. "non-catchment area student" means a person of school age, resident in the School District who is not a resident in the catchment area of the school.

1.6. "non-district student" means a person of school age, resident in British Columbia who is not a resident in the School District.

1.7. "parent" means "(a) a parent or other person who has guardianship or custody of the student or child, other than a parent or person who, under an agreement or order made under the Family Law Act that allocates parental responsibilities, does not have parental responsibilities in relation to the student's or child's education, or (b) a person who usually has the care and control

Related Legislation: School Act [RSBC 1996, Part 6, Division 2, Section 74.1, 85.3]

Related Contract Article: Nil

Adopted: May 27, 2003

Amended: October 12, 2010 - December 11, 2019 - April 23, 2019 - June 9, 2020



of the student or child.”⁴

- 1.8. “ordinarily resident,” ~~for purposes of this policy, a student’s place of residence is the location where the student normally resides, and~~ is deemed to be that of the student’s parent ~~or guardian~~ unless evidence is produced that the student’s ordinary place of residence during the school year is elsewhere.
- 1.9. “previous school year” means the school year previous to the school year for which the student is applying to enroll in an educational program.
- 1.10. “school district student” means a catchment area student or a non-catchment area student who is ordinarily resident within the boundaries of the School District.

2. Determination of Available Space and Facilities

- 2.1. The School Act establishes priorities for enrolment to apply If the Board determines space and facilities are available in a school.
- 2.2. For the purposes of the School Act, space and facilities are available to enroll a student if:
 - 2.2.1. there is capacity to provide the student with an educational program appropriate to the student’s needs;
 - 2.2.2. there are both physical and educational resources after reasonable enrollment projections have been made, to allow for accommodating of continuing students and district programs located in the school; and,
 - 2.2.3. if applicable, there is a Kindergarten program adequate to accommodate the projected enrollment of catchment area students.
- 2.3. The Board of Trustees delegates to the Superintendent of Schools or their designate, the decisions whether space and facilities are available in individual schools and educational programs for the purposes of the School Act, in accordance with paragraphs 2.1. and 2.2.
- 2.4. Decisions will be made in consultation with the Principal of the affected school and will be based on program capacity, including consideration of the following factors in order:
 - 2.4.1. the operating capacity of the school, as ~~defined~~determined by the ~~Ministry of Education~~District;
 - 2.4.2. staff assigned to the school by the District;
 - 2.4.3. the physical space in which instructional programs operate in the school;
 - ~~2.4.4. the number of diverse needs students already enrolled in a class;~~
 - ~~2.4.5.~~
 - 2.4.4. the ability of the school to provide an appropriate educational program for the applicant

⁴~~School Act [RSBC 1996, Part 1]~~ (linked)



and other students; and,

2.4.65. the needs of other programs located in the school.

~~2.5. Notwithstanding 2.4 above, in particular instances where the welfare of the student is perceived to be at risk, every effort will be made to accommodate a transfer request.~~

2.5. Schools will be organized to provide space for a new catchment cohort of sufficient size to allow the sustainable operation of the school in future years. The size of the new catchment cohort will be established by the Superintendent of Schools or designate.

2.6. Schools at, or approaching, capacity may be designated as 'full' by the District. Management of enrolment at schools determined to be full will be overseen by the District. The acceptance of any new out of catchment and/or late transfer applicants will be severely restricted and possibly prohibited altogether at these school sites.

~~2.6-2.7.~~ If space and facilities are determined to be available, enrollment in educational programs at the school will be offered in the following priority order and deadlines, provided that application deadlines and other application requirements are met:

2.67.1. Firstly, any students in attendance in the previous year at ~~athe~~ school or continuing on to the secondary or middle school from the feeder elementary school;

2.67.2. Secondly, new catchment area students or siblings of students who were in attendance in the previous year at a school or continuing on to the middle or secondary school from the feeder elementary school;

2.67.3. Thirdly, new non-catchment area students, provided they have made their application between 9:00 AM (PT) on the first Monday in January and 4:00 PM (PT) on the last Friday in March;

2.67.4. Fourthly, new non-district students provided they have made their application between 9:00 AM (PT) on the first Monday in January and 4:00 PM (PT) on the last Friday in March;

~~2.7-2.8.~~ Students who apply after the deadlines will ~~still~~ be considered in priority order after students who registered prior to the set deadlines have been placed.

~~2.8-2.9.~~ Waitlists will be established for those not accepted, to be maintained until September 30th.

~~2.9-2.10.~~ Re-evaluation of space availability will take place periodically from the last Friday in March ~~30th~~ until the Friday of the first week of school to ensure maximum numbers of requests are met at the earliest time possible.

~~2.10-2.11.~~ Applicants for enrolment in ~~K-12 programs and~~ District choice programs will be separately prioritized.

3. Tie-breaking

When applications made otherwise have the same priority, the time and ~~atedate~~ of application will determine priority between them, unless changes in the School Act allow a determination to be made

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 74.1, 85.3\]](#)

Related Contract Article: Nil

Adopted: May 27, 2003

Amended: October 12, 2010 - December 11, 2019 - April 23, 2019 - June 9, 2020



by the Board, the Superintendent or the Superintendent's designate to determine priority.

4. Guarantee of an Educational Program

School District students who apply for enrolment in an educational program will be provided with an educational program in the District, unless a parent of the student consents to a placement outside the School District.

5. Commitment

5.1. Students may apply for more than one educational program but may only be enrolled in one. When a student is offered and accepts enrollment in an educational program (in or out of the District), applications for the other programs become invalid.

5.2. The Superintendent or designate is authorized to enter into reciprocal agreements with other School Districts to review waitlists and enrollment information in order to enforce this policy.

6. Program Requirements

Applicants for enrolment must meet all program requirements for the requested educational program and will be subject to any selection process established for that program.

7. Discretionary Acceptances: Suspended or Expelled Non-District Students

7.1. Enrolment applications from non-District children may be refused, ~~if the~~ a child is: under suspension from a B.C. public school 16 or School District and has been refused an educational program by a B.C. public school under s.85 (3) of the School Act for ~~older if that student is~~ refusing to comply with the code of conduct ~~and/or~~ other rules and policies of the Board, or has failed to apply themselves to their studies- or is under suspension from a B.C. school and/or has been refused an educational program by a B.C. public school as per s.85 (3) of the School Act.

7.2. Such application will be referred to the Superintendent or designate for a decision on admission. Admissions may be made subject to terms and conditions.

8. Communication

Application periods and enrolment dates will be communicated to the school communities and to the community at large and may also be communicated to other communities within and outside the School District.



POLICY 410: School Choice and Catchment

The Board of Education of School District No. 8 (Kootenay Lake) has established that student admission to district schools shall be guided by the following:

- The admission process should maximize the number of students able to attend their catchment area school in accordance with their wishes.
- The admission process should maximize the student's and parent's ability to choose the school and education program which best meets the student's educational needs.
- The admission process should enable school and District staff to plan the allocation of space and instructional resources to best accommodate demand and to minimize the adjustments required at the beginning of the year.

The Board reserves the right to alter school catchment boundaries at any time and shall determine the nature of any such changes.

1. Definitions

1.1. "catchment area student" means a person who is:

- of school age, and;
- is ordinarily resident in the catchment area of the school.

1.2. "continuing student" means a school age student in attendance at the school or a designated feeder school who is expected to continue in the educational program for the succeeding school, but does not include a non-District student, a student who withdraws or transfers from the school or educational program before the end of the previous school year, or a student who attended the previous year on a disciplinary transfer.

1.3. "District choice programs" are unique programs approved by the Board, such as Late French Immersion, Outdoor Programs, and Academies which are offered at individual schools.

1.4. "feeder schools" are schools whose students would normally proceed to the next higher grade in a "receiving school."

1.5. "non-catchment area student" means a person of school age, resident in the School District who is not a resident in the catchment area of the school.

1.6. "non-district student" means a person of school age, resident in British Columbia who is not a resident in the School District.

1.7. "parent" means "(a) a parent or other person who has guardianship or custody of the student or child, other than a parent or person who, under an agreement or order made under the [Family Law Act](#) that allocates parental responsibilities, does not have parental responsibilities in relation to the student's or child's education, or (b) a person who usually has the care and control of the student or child."

1.8. "ordinarily resident," is the location where the student normally resides, and is deemed to be that of the student's parent or guardian unless evidence is produced that the student's ordinary place of residence during the school year is elsewhere.

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 74.1, 85.3\]](#), [Family Law Act](#)

Related Contract Article: Nil

Adopted: May 27, 2003

Amended: October 12, 2010 - December 11, 2019 - April 23, 2019 - June 9, 2020



1.9. “previous school year” means the school year previous to the school year for which the student is applying to enroll in an educational program.

1.10. “school district student” means a catchment area student or a non-catchment area student who is ordinarily resident within the boundaries of the School District.

2. Determination of Available Space and Facilities

2.1. The School Act establishes priorities for enrolment to apply If the Board determines space and facilities are available in a school.

2.2. For the purposes of the School Act, space and facilities are available to enroll a student if:

2.2.1. there is capacity to provide the student with an educational program appropriate to the student’s needs;

2.2.2. there are both physical and educational resources after reasonable enrollment projections have been made, to allow for accommodating of continuing students and district programs located in the school; and,

2.2.3. if applicable, there is a Kindergarten program adequate to accommodate the projected enrollment of catchment area students.

2.3. The Board of Trustees delegates to the Superintendent of Schools or their designate, the decisions whether space and facilities are available in individual schools and educational programs for the purposes of the School Act, in accordance with paragraphs 2.1. and 2.2.

2.4. Decisions will be made in consultation with the Principal of the affected school and will be based on program capacity, including consideration of the following factors in order:

2.4.1. the operating capacity of the school, as determined by the District;

2.4.2. staff assigned to the school by the District;

2.4.3. the physical space in which instructional programs operate in the school;

2.4.4. the ability of the school to provide an appropriate educational program for the applicant and other students; and,

2.4.5. the needs of other programs located in the school.

2.5. Schools will be organized to provide space for a new catchment cohort of sufficient size to allow the sustainable operation of the school in future years. The size of the new catchment cohort will be established by the Superintendent of Schools or designate.

2.6. Schools at, or approaching, capacity may be designated as ‘full’ by the District. Management of enrolment at schools determined to be full will be overseen by the District. The acceptance of any new out of catchment and/or late transfer applicants will be severely restricted and possibly

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 74.1, 85.3\]](#)

Related Contract Article: Nil

Adopted: May 27, 2003

Amended: October 12, 2010 - December 11, 2019 - April 23, 2019 - June 9, 2020



prohibited altogether at these school sites.

2.7. If space and facilities are determined to be available, enrollment in educational programs at the school will be offered in the following priority order and deadlines, provided that application deadlines and other application requirements are met:

2.7.1. Firstly, any students in attendance in the previous year at the school or continuing on to the secondary or middle school from the feeder elementary school;

2.7.2. Secondly, new catchment area students or siblings of students who were in attendance in the previous year at a school or continuing on to the middle or secondary school from the feeder elementary school;

2.7.3. Thirdly, new non-catchment area students, provided they have made their application between 9:00 AM (PT) on the first Monday in January and 4:00 PM (PT) on the last Friday in March;

2.7.4. Fourthly, new non-district students provided they have made their application between 9:00 AM (PT) on the first Monday in January and 4:00 PM (PT) on the last Friday in March;

2.8. Students who apply after the deadlines will be considered in priority order after students who registered prior to the set deadlines have been placed.

2.9. Waitlists will be established for those not accepted, to be maintained until September 30th.

2.10. Re-evaluation of space availability will take place periodically from the last Friday in March until the Friday of the first week of school to ensure maximum numbers of requests are met at the earliest time possible.

2.11. Applicants for enrolment in District choice programs will be separately prioritized.

3. Tie-breaking

When applications made otherwise have the same priority, the time and date of application will determine priority between them, unless changes in the School Act allow a determination to be made by the Board, the Superintendent or the Superintendent's designate to determine priority.

4. Guarantee of an Educational Program

School District students who apply for enrolment in an educational program will be provided with an educational program in the District, unless a parent of the student consents to a placement outside the School District.

5. Commitment

5.1. Students may apply for more than one educational program but may only be enrolled in one. When a student is offered and accepts enrollment in an educational program (in or out of the District), applications for the other programs become invalid.

5.2. The Superintendent or designate is authorized to enter into reciprocal agreements with other

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 74.1, 85.3\]](#)

Related Contract Article: Nil

Adopted: May 27, 2003

Amended: October 12, 2010 - December 11, 2019 - April 23, 2019 - June 9, 2020



School Districts to review waitlists and enrollment information in order to enforce this policy.

6. Program Requirements

Applicants for enrolment must meet all program requirements for the requested educational program and will be subject to any selection process established for that program.

7. Discretionary Acceptances: Suspended or Expelled Non-District Students

7.1. Enrolment applications from non-District children may be refused, to a child 16 or older if that student is refusing to comply with the code of conduct or other rules and policies of the Board, or has failed to apply themselves to their studies or is under suspension from a B.C. school and/or has been refused an educational program by a B.C. public school as per s.85 (3) of the School Act.

7.2. Such application will be referred to the Superintendent or designate for a decision on admission. Admissions may be made subject to terms and conditions.

8. Communication

Application periods and enrolment dates will be communicated to the school communities and to the community at large and may also be communicated to other communities within and outside the School District.



POLICY 411: Schools and Programs of Choice

The Board of Education of School District No. 8 (Kootenay Lake) recognizes its obligation, consistent with the School Act and relevant provincial legislation, to provide an educational program for all students of school age. It is the goal of the Board to offer programs promoting excellence in instruction and optimal achievement for all students.

The Board recognizes that there may be staff, parental and/or student interest in having the district make available District, school or program options with a particular philosophy, service delivery model, or focus. The Board believes that full consideration should be given to educational options for students where these options are sound and sustainable, and where the options clearly enhance educational opportunities available to students.

For the purposes of this policy, the term “options” refers to programs within a school, or entire school or District programs, based on alternative educational models. Examples of such programs or models include outdoor programs, academies and the French Immersion Program. Any group or individual may present a proposal for a new educational option to the Board.

With regard to any Board-approved option, the Board will not generally provide a level of funding exceeding that which would normally be provided to that school or program.

The Board will provide to the applicant group/individual, any reasons for rejection of a proposal.

Subsequent to approving an option, or following implementation of an option, the Board may at any time in the current school year or in a future year, review the option to determine whether or under what conditions the option will continue to be approved.

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 75\]](#)

Related Contract Article: Nil

Adopted: August 30, 2005

Amended: April 8, 2008

Amended: December 11, 2018

Amended: May 28, 2019

Reviewed: June 9, 2020

Public Board Meeting



POLICY 412: Independent Homeschooler

The Board of Education of School District No. 8 (Kootenay Lake) will provide Independent Homeschoolers registered in the School District access to educational services in accordance with the School Act.

An Independent Homeschooler is defined as a student registered at a public school whose instruction is delivered at home. Parents and guardians of registered homeschooled children are responsible for the complete education of their children. Parents and guardians have the responsibility to provide and supervise the educational program.

Related Legislation: [School Act \[RSBC 1996, Part 2, Division 4, Sections 12-14\]](#), [School Regulation Section 3](#)
Related Contract Article: Nil
Adopted: June 28, 2016
Amended: December 11, 2018 - May 28, 2019 - June 9, 2020



POLICY 430: Fees, Deposits and Financial Hardship

The Board of Education of School District No. 8 (Kootenay Lake) commits to provide free instruction and educational resource materials to students, in accordance with the School Act, Regulations and Ministerial Orders.

The charging of fees and deposits must not become a barrier for student participation in curricular activities or programs.

All fees charged to parents must be reasonable and must reflect the actual costs of the services provided.

The Board of Education expects that there is transparency and accountability for all curricular, extra - and co-curricular fees collected.

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 82, 82.1, 82.2, 82.3, 82.31, 82.4\]](#)

Related Contract Article: Nil

Adopted: November 12, 2002

Amended: November 3, 2009 / Amended: December 11, 2018 / Amended: April 23, 2019

Reviewed: June 9, 2020



POLICY 440: Extra-Curricular and Co-Curricular Activities

The Board of Education ~~for~~ School District No. 8 (Kootenay Lake) recognizes that extra-curricular and co-curricular activities are an integral part of school programs and believes that participation in such activities benefit students.

Although participation in extra-curricular activities must be open to all students registered in School District No. 8, eligibility decisions are generally made by individual schools. ~~Such decisions will be guided by district policies regarding Code of Conduct, Youth Safe Outdoors, and Policy 430, and implementation will follow the associated Administrative Procedures.~~

To support student travel needs, the Board shall establish an annual budget to be distributed under the direction of the Superintendent of Schools.

~~The policies of BC School Sports regarding eligibility for participation in sports are recognized and supported by the Board.~~

Related Legislation: [Nil](#)

Related Policies: [Policy 310: Code of Conduct](#), ~~[Youth Safe Outdoors](#)~~, [Policy 430: Fees, Deposits and Financial Hardship](#)

Related Contract Article: Nil

Adopted: June 9, 1999

Amended: October 7, 2008 - June 29, 2010 - December 11, 2018 - June 9, 2020



POLICY 440: Extra-Curricular and Co-Curricular Activities

The Board of Education of School District No. 8 (Kootenay Lake) recognizes that extra-curricular and co-curricular activities are an integral part of school programs and believes that participation in such activities benefit students.

Although participation in extra-curricular activities must be open to all students registered in School District No. 8, eligibility decisions are generally made by individual schools. To support student travel needs, the Board shall establish an annual budget to be distributed under the direction of the Superintendent of Schools.

Related Legislation: Nil
Related Policies: Policy 310: Code of Conduct, Policy 430: Fees, Deposits and Financial Hardship
Related Contract Article: Nil
Adopted: June 9, 1999
Amended: October 7, 2008 - June 29, 2010 - December 11, 2018 - June 9, 2020



POLICY 450: ~~Student~~Equitable and Inclusive Educational Services for Learners

The Board of Education ~~for~~of School District No. 8 (Kootenay Lake) supports equitable access to education for all learners, while honouring the practice of diversity each learner contributes to our society. The District promotes understanding, acceptance, dignity, respect, and inclusion by serving students with diverse needs in order to create equitable school communities. Learners are included in settings that are the least restrictive and most enabling, and are supported through a continuum of service delivery in regular classrooms throughout the district, provided the needs of all can be met and a safe effective learning environment can be maintained.~~District.~~

~~Student services will be provided~~

The District is guided in its work to provide equitable, inclusive educational services in accordance with the BC Ministry of Education's SPECIAL EDUCATION SERVICES: A Manual of Policies, Procedures and Guidelines.



POLICY 450: Equitable and Inclusive Educational Services for Learners

The Board of Education of School District No. 8 (Kootenay Lake) supports equitable access to education for all learners, while honouring the diversity each learner contributes to our society. The District promotes understanding, acceptance, dignity, respect, and inclusion in order to create equitable school communities. Learners are included in settings that are the least restrictive and most enabling, and are supported through a continuum of service delivery throughout the District.

The District is guided in its work to provide equitable, inclusive educational services in accordance with the BC Ministry of Education's [SPECIAL EDUCATION SERVICES: A Manual of Policies, Procedures and Guidelines](#).

Related Legislation: [Special Education Services](#), [Human Rights Code](#)
Related Contract Article: Nil
Adopted: September 1, 1999
Amended: December 11, 2018 - May 28, 2019 - June 9, 2020



POLICY 451: Physical Restraint and Seclusion in School Settings

The Board of Education ~~for~~ School District No. 8 (Kootenay Lake) is committed to providing a safe, secure and respectful environment for students and staff. Positive and least restrictive approaches in the provision of student supports are considered best practice. The purpose of these provisions is to promote a response that protects both the individual and others' safety and well-being.

~~Physical restraint or seclusion is used only in exceptional circumstances where the behaviour of a student poses imminent danger of serious physical harm to self or others and where less restrictive interventions have been ineffective in ending imminent danger of serious physical harm.~~

~~District administration will review Policy 451: Physical Restraint and Seclusion in School Settings annually for currency.~~

Related Legislation: [Provincial Guidelines - Physical Restraint and Seclusion in School Settings, B.C. Ministry of Education June 3, 2015](#)
Related Contract Article: Nil
Adopted: October 9, 2018
Amended: May 28, 2019 - June 9, 2020



POLICY 460: Language

The Board of Education ~~for~~ School District No. 8 (Kootenay Lake) expects all students to achieve proficiency in the English language. The Board will offer students ~~Core~~-French as a second language.

Other languages may be offered through ~~Distributed~~Online Learning and/or at the school according to the associated Administrative Procedures.

Related Legislation: [School Act \[RSBC 1996, Part 2, Division 1, Section 5\]](#)
Related Contract Article: Nil
Adopted: June 23, 1998
Amended: December 11, 2018 - May 28, 2019 - June 9, 2020



POLICY 460: Language

The Board of Education of School District No. 8 (Kootenay Lake) expects all students to achieve proficiency in the English language. The Board will offer students French as a second language.

Other languages may be offered through Online Learning and/or at the school according to the associated Administrative Procedures.

Related Legislation: [School Act \[RSBC 1996, Part 2, Division 1, Section 5\]](#)
Related Contract Article: Nil
Adopted: June 23, 1998
Amended: December 11, 2018 - May 28, 2019 - June 9, 2020



POLICY 480: Parent Advisory Councils/District Parent Advisory Councils

The Board of Education of School District No. 8 (Kootenay Lake) believes that parents are partners in the educational system and that parental involvement helps to promote a positive learning environment. The Board supports the establishment of a District Parents' Advisory Council (DPAC) and Parents' Advisory Councils (PAC) at each school.

Related Legislation: School Act [RSBC 1996, Part 2, Division 2, [Sections 8 & 8.4](#)]
Related Contract Article: Nil
Adopted: May 4, 2004
Amended: December 11, 2018 - May 28, 2019 - June 9, 2020



POLICY 480: Parent Advisory Councils/District Parent Advisory Councils

The Board of Education of School District No. 8 (Kootenay Lake) believes that parents are partners in the educational system and that parental involvement helps to promote a positive learning environment. The Board supports the establishment of a District Parents' Advisory Council (DPAC) and Parents' Advisory Councils (PAC) at each school.

Related Legislation: School Act [RSBC 1996, Part 2, Division 2, [Sections 8 & 8.4](#)]
Related Contract Article: Nil
Adopted: May 4, 2004
Amended: December 11, 2018 - May 28, 2019 - June 9, 2020



POLICY 490: School Closure

The Board of Education ~~for~~of School District No. 8 (Kootenay Lake) believes that consultation with staff, parents and the public is essential when considering decisions that involve closing schools. Such considerations will be subject to the Administrative Procedures associated with this policy.

Permanent closure means that for a period of more than twelve (12) months the building will not be used to provide educational programs to students, except where the Board intends to reopen the school following renovations or repairs.

Efforts will be made to ensure that all persons in the community who could be affected by a school closure are given an adequate opportunity to comment on the proposal before a final decision is made.

Schools will not be considered for closure if enrolment projections forecast the reopening of the school in the near future.

The final decision regarding closure of a school or schools shall be made before April 30.

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 73\(1\)\]](#)
Related Contract Article: Nil
Adopted: April 22, 2003
Amended: February 17, 2004 - Amended: December 11, 2018 - Amended: June 9, 2020



POLICY 490: School Closure

The Board of Education of School District No. 8 (Kootenay Lake) believes that consultation with staff, parents and the public is essential when considering decisions that involve closing schools. Such considerations will be subject to the Administrative Procedures associated with this policy.

Permanent closure means that for a period of more than twelve (12) months the building will not be used to provide educational programs to students, except where the Board intends to reopen the school following renovations or repairs.

Efforts will be made to ensure that all persons in the community who could be affected by a school closure are given an adequate opportunity to comment on the proposal before a final decision is made.

Schools will not be considered for closure if enrolment projections forecast the reopening of the school in the near future.

The final decision regarding closure of a school or schools shall be made before April 30.

Related Legislation: [School Act \[RSBC 1996, Part 6, Division 2, Section 73\(1\)\]](#)
Related Contract Article: Nil
Adopted: April 22, 2003
Amended: February 17, 2004 - Amended: December 11, 2018 - Amended: June 9, 2020



2021-2022 Board Calendar

DATE	TIME	LOCATION	MEETINGS	COMMENT
September 21, 2021	1:30 – 2:30 pm	Board Office, Nelson	Closed Board Meeting	
	3:00 pm – 4:30 pm	Board Office, Nelson	Operations and Finance	Audited Financials Recommendation
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	Audited Financials Approval
October 19, 2021	12:30 – 4:30 pm	Board Office, Nelson	Committees of the Whole	
October 26, 2021	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
November 23, 2021	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
December 7, 2021	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Winter Break (December 19 – January 3)</i>				
January 18, 2022	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
February 15, 2022	1:30 – 2:30 pm	Board Office, Nelson	Closed Board Meeting	<i>If needed</i>
	3:00 – 4:30 pm	Board Office, Nelson	O&F Committee Meeting	Amended Budget Recommendation
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	Amended Budget Approval
March 8, 2022	1:00 – 2:00 pm	Board Office, Nelson	Closed Board Meeting	<i>If needed</i>
	2:00 – 4:30 pm	Board Office, Nelson	Edu. and G&P Committees	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Spring Break (March 12 – 27)</i>				
April 26, 2022	1:30 – 3:00 pm	Board Office, Nelson	Closed Board Meeting	
	3:30 – 4:30 pm	Board Office, Nelson	O&F Committee Meeting	Preliminary Draft Budget Review
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
May 17, 2022	12:30 – 5:00 pm	Board Office, Nelson	Committees of the Whole	O&F – Supt’s Recommended Budget
May 24, 2022	3:30 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	2022-2023 Budget Approval
June 21, 2022	3:00 – 4:30 pm	Board Office, Nelson	Closed Board Meeting	
	5:00 – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Summer Break</i>				

