



School District 19
(Revelstoke)

The Board of Education of
School District No. 19 (Revelstoke)
Regular Board Meeting
Wednesday, September 27th, 2017
5:00 p.m.

A G E N D A

1 CALL TO ORDER AND RECOGNITION OF TRADITIONAL TERRITORIES

We would like to acknowledge the nations on whose traditional territory we are gathering: the Sinixt, the Ktunaxa, the Secwepemc, and the Syilx.

2 ATTENDANCE

Trustees: _____

Sr. Admin.: _____

Principals/Vice Principals: _____

REGRETS:

3 APPROVAL OF AGENDA:

4 APPROVAL OF MINUTES:

Regular Meeting of June 14th, 2017

5 DELEGATIONS:

6 SPECIAL REPORTS:

Presentation of the 2016/17 Audited Financial Statements by Angie Spencer of BDO Dunwoody and Molly Pearce of the Office of the Auditor General

7 BUSINESS ARISING:

8 NEW BUSINESS

8.1 ADMINISTRATION REPORTS:

8.1.1 SUPERINTENDENT HOOKER

- A) Superintendent's Administration Report
- B) 2017/2018 Committee and Representative Appointments

8.1.2 **SECRETARY TREASURER JUMMUN**

A) 2016/2017 Audited Financial Statements

8.2 **OTHER**

A)

8.3 **COMMITTEE REPORTS**

A) Finance and Facilities Committee Minutes of September 13th, 2017
B) Policy Review Committee Minutes of September 18th, 2017

8.4 **TRUSTEE REPORTS**

8.5 **CORRESPONDENCE**

9 **FUTURE AGENDA ITEMS**

10 **PUBLIC QUESTION PERIOD**

11 **RECESS**

_____ TIME: _____



School District 19
(Revelstoke)

Revelstoke Board of Education

Regular Board Meeting June 14th, 2017 Minutes

CALL TO ORDER

Trustee MacFarlane called the meeting to order at 5:00 p.m.

ACKNOWLEDGEMENT

We would like to acknowledge the nations on whose traditional territory we are gathering: the Sinixt, the Ktunaxa, the Secwepemc, and the Syilx.

ATTENDANCE

Trustees:	MacFarlane, Chell, Nicholson, and Richardson
Senior Administration:	Superintendent Hooker and Secretary Treasurer Jummun
Principals/Vice-Principals;	Rita Tedesco, Principal of Arrow Heights Elementary School and Michael Haworth, District Vice-Principal, Technology
and:	Administrative Secretary Magarian
Guests:	Bob Rogers, RTA President; 2 RTA members, 12 students, 8 parents and 4 student siblings
Regrets:	Trustee Rorstad

APPROVAL OF AGENDA

17: R-57 Chell/Richardson

“THAT the agenda be approved as presented.”

CARRIED

APPROVAL OF MINUTES

17: R-58 Richardson/Nicholson

“THAT the minutes of the Regular Board meeting of May 24th, 2017, be approved as presented.”

CARRIED

DELEGATIONS

SPECIAL REPORTS

Arrow Heights Elementary School 2016/2017 Annual Report to the Board

Arrow Heights Elementary School Principal Tedesco presented the 2016/2017 Begbie View Elementary School Annual Report to the Board. Ms. Tedesco began by thanking the board, the 12 students and the parents and siblings for coming to the meeting. Ms. Tedesco noted

that she invited student representatives from each of the classes to participate in the meeting. She began her report by reviewing the main topics of her report which are; School Values, Our Classes, Curriculum and School Goals, School Life and AHE Cares. On the topic of *School Values*, Ms. Tedesco had the students recited what “CARES” stands for which is, Cooperation, Achievement, Respect, Enthusiasm and Safety noting that rather than rewarding students, students give back with funds the students raise going to charities.

Our Classes – Ms. Tedesco acknowledged the dedication of staff in meeting the needs of all students. She then had the participating students introduce themselves and talk about what they have learned, their favourite things to do, and their best memories from the past year.

Curriculum & School Goals – Ms. Tedesco explained that in continuing with the school’s well-being goal, a focus was placed on a variety of areas including, self-regulation, having a growth mindset, and learning to manage worries and anxieties. This included the Parents as Ultimate Supporters for Mental Health (PAUSE) pilot project with Grade 4/5 students which was very successful. For Curriculum, she explained that the staff used the inquiry process for math and developed a number of strategies to improve outcomes for students.

School Life – Ms. Tedesco commented that she is amazed at the number of programs and activities that are offered at the school as extra programming. She noted that the school has a very vibrant student council that hosts a series of events, there are grade 6 and 7 leadership activities, and staff and volunteers from the community coach many team sports.

AHE Cares – Ms. Tedesco noted that Arrow Heights Elementary School is a great school which is made that way by the students and teachers. She highlighted the special relationship that exists between the older and younger students.

Ms. Tedesco summarized her report by showing a video of a mannequin challenge. Ms. Tedesco moved from room to room with a video camera and when she entered the room, students and teachers froze in their positions and stayed that way until she left the room.

Trustees and Superintendent Hooker thanked Principal Tedesco for her report noting that it was wonderful having the students participating in the presentation and the student’s energy and love of the school is clear.

NEW BUSINESS

ADMINISTRATION REPORTS

SUPERINTENDENT HOOKER

Administration Report: Superintendent Hooker

Received as information.

Superintendent Hooker highlighted his activities noting the grade 7 field trip to Sunnybrae by Columbia Park Elementary School and Arrow Heights Elementary School students (Begbie View Elementary School students went at another time). He also noted the ongoing work of the Communicating Student Learning Advisory Committee that will continue in 2017/18. He further noted that due to the large backlog of applications at the City, the approval process for the Big Eddy site is being delayed. He brought trustees attention to the upcoming transition from FirstClass email to Office 365 Outlook and the corresponding move to a new centralized server.

Policy 2.3 Public Participation

Superintendent Hooker presented the Policy which was circulated and no recommendations for changes or additions were made.

17: R-59 Nicholson/Richardson

“THAT the Revelstoke Board of Education approve Policy 2.3 Public Participation.”

CARRIED

Policy 3.2 Home Schooling Support

Superintendent Hooker presented the Policy which was circulated and no recommendations for changes or additions were made.

17: R-60 Chell/Richardson

“THAT the Revelstoke Board of Education approve Policy 3.2 Home Schooling Support.”

CARRIED

Policy 5.7 Maintenance of Order in Schools, on School Grounds and at District Events

Superintendent Hooker presented the Policy which was circulated and no recommendations for changes or additions were made.

17: R-61 Richardson/Nicholson

“THAT the Revelstoke Board of Education approve Policy 5.7 Maintenance of Order in Schools, on School Grounds and at District Events.”

CARRIED

Policy 3.4 Graduation Ceremony

Superintendent Hooker presented the Policy which was circulated and no recommendations for changes or additions were made.

17: R-62 Richardson/Nicholson

“THAT the Revelstoke Board of Education approve Policy 3.4 Graduation Ceremony.”

CARRIED

Revelstoke Secondary School – Band Trip to Scotland, May 20th – 28th, 2018

Superintendent Hooker presented the memorandum requesting approval in principle.

17: R-63 Chell/Nicholson

“THAT the Board of Education approve, in principle, a nine-day trip to Scotland in May, 2018 for Revelstoke Secondary School band students in Grades 8 – 12 to study music, perform, and experience the culture of Scotland.”

CARRIED

SECRETARY TREASURER JUMMUN

2017/2018 Annual Budget

Secretary Treasurer Jummun presented the 2017/2018 Annual Budget noting that overall the budget process went well. He then reviewed each of the statements and schedules explaining that the district chose to budget conservatively.

17: R-64 Chell/Richardson

“THAT the Revelstoke Board of Education give first, second and third reading and adoption to the attached the 2017/18 Annual Budget Bylaw in the amount of \$14,456,005.”

CARRIED

2018/2019 Capital Plan

Secretary Treasurer Jummun provided an update on the five-year capital plan noting that the Ministry of Education’s instructions require that a board motion approving the capital plan must be made before the capital plan can be submitted. Secretary Treasurer Jummun reviewed the priorities for each of the five years.

17: R-65 Nicholson/Richardson

“THAT the Board of Education of School District No. 19 (Revelstoke) approve the Capital Plan noted above in the amount of \$2,050,000 and replacement buses.”

CARRIED

OTHER

COMMITTEE REPORTS

Communicating Student Learning Advisory Committee Meeting Summary of May 8th, 2017 Working Session

Superintendent Hooker provided the meeting summary for Trustee’s information.

17: R-66 Richardson/Chell

“THAT the Meeting Summary of the Communicating Student Learning Advisory Committee Working Session of May 8th, 2017 be received as presented.”

CARRIED

Finance and Facilities Committee Minutes of May 23rd, 2017

Superintendent Hooker presented the Minutes.

17: R-67 Chell/Richardson

THAT the Report on Bills Paid for March and April 2017 in the amount of \$2,522,242.20 be approved.”

CARRIED

17: R-68 Chell/Nicholson

“THAT the minutes of the Finance and Facilities Committee meeting of May 23rd, 2017 be received as presented.”

CARRIED

Education Advisory Committee Meeting Summary of May 23rd, 2017

Superintendent Hooker reviewed the minutes noting that the presentations by parents and students were very well received.

17: R-69 Nicholson/Richardson

“THAT the meeting summary of the Education Advisory Committee Information Session of May 23rd, 2017 be received as presented.”

CARRIED

Policy Review Committee Minutes of May 29th, 2017

Trustee MacFarlane reviewed the minutes. Trustee Nicholson added that the new Student Photography / Video and Media Consent policy is being develop in response to the increased use of social media and concerns regarding student privacy.

17: R-70 Nicholson/Richardson

“THAT the minutes of the Policy Review Committee meeting of May 29th, 2017 be received as presented.”

CARRIED

Aboriginal Education Advisory Committee Minutes of June 1st, 2017

Superintendent Hooker presented the minutes noting that District Principal of Aboriginal Education, Ariel McDowell, has done an excellent job and the district’s aboriginal program has had a very good year.

17: R-71 Chell/Nicholson

“THAT the minutes of the Aboriginal Education Advisory Committee meeting of June 1st, 2017 be received as presented.”

CARRIED

District Parent Advisory Council Minutes of June 7th, 2017

Superintendent Hooker presented the minutes noting that the district really appreciates the work of the parents on the committee as well as the work of the parents on the schools’ parent advisory councils.

17: R-72 Chell/Richardson

“THAT the minutes of the District Parent Advisory Council meeting of June 7th, 2017 be received as presented.”

CARRIED

TRUSTEE REPORTS

British Columbia Public School Employers’ Association (BCPSEA) May 31st, 2017 Regional Meeting

Trustee MacFarlane reported that the meeting was held in Kelowna and that he and Superintendent Hooker attended. At the meeting BCPSEA provided an update on the

Memorandum of Understanding and has begun preparations for the next round of bargaining. In order to assist with the bargaining process, BCPSEA will be creating a vision statement on optimizing student learning. The vision statement and the goals of bargaining will be discussed at the district level and brought back to BCPSEA at its annual general meeting next year, at which time voting on the vision statement will take place.

CORRESPONDENCE

PUBLIC QUESTION PERIOD

Trustee MacFarlane invited members of the audience to ask questions related to items on the agenda.

The meeting adjourned at 6:14 p.m. on the motion of Trustee Chell.

CLOSED BOARD ITEMS

- Capital Projects Update
- Student Suspensions – April 2017

Chair

Secretary Treasurer

DATED: June 14th, 2017

Administration Report

Mike Hooker, Superintendent of Schools

Highlighted Activities – August 15th to September 15th, 2017

1. Attended the BC School Superintendents Association's (BCSSA) Summer Leadership Conference and along with Ariel McDowell, District Principal, Support Services and Aboriginal Education presented our school district's experience with teacher inquiry. The presentation focussed on the Spirals of Inquiry process in a "top 10 things we learned about inquiry" format.
2. In my capacity as BCSSA Professional Development Committee member, met with colleagues to plan the Fall Conference taking place November 15th, 16th and 17th, 2017 in Vancouver.
3. Completed plans and finalized agendas for the August 29th and 30th, 2017 district sessions with Linda Kaser and Judy Halbert. The August 29th, 2017 session hosted 22 staff at the Hillcrest Hotel Conference Room exploring topics around redesigned curriculum, assessment, and spirals of inquiry. On the August 30th, 2017 School Planning Day, we welcomed the entire district staff to the theatre hosting a welcome back and keynote sessions with Linda Kaser and Judy Halbert.
4. On August 31st, 2017 attended the professional development activities hosted by our Revelstoke Teachers' Association (RTA) professional development committee. 58 staff attended the morning session with Linda Kaser and Judy Halbert before breaking for lunch and attending afternoon session on student led conferences and engaging in self-directed professional development activities.
5. Completed a series of interviews and reference checks welcoming four new teachers teaching on call to Revelstoke. Since June 2017 we have welcomed 8 new teachers teaching on call (TTOC) to our list of 17 TTOC's available full-time and 9 others available on a limited basis.
6. Met with Ariel McDowell, District Principal, Support Services and Aboriginal Education to review the addition of three new educational assistants joining our CUPE Casual list for the 2017/2018 school year.
7. Met with Len Shingler, Manager of Operations and Mark Jummun, Secretary Treasurer, to review our 2017/18 needs for custodians, bus drivers, and casual labour positions and confirmed the addition of one new custodian to that list.
8. Conducted a series of meetings with Clara Maltby, CUPE President, on a range of topics including new positions, custodial hours, and maintenance priorities.
9. Met with Bertha Stone, Mike Tanner, Jill Zacharias and Stacie Byrne of the Child and Youth Mental Health and Substance Use Collaborative (CYMHSU) in preparation for the Fall work on the "Pathways to Care" in my capacity of co-chair of the Committee.
10. Had a series of meetings with Bruce Tisdale, Associate Secretary Treasurer, and Rita Tedesco, Principal of Arrow Heights Elementary School, to review the capital project work taking place at Arrow Heights Elementary School.
11. Met with Captain Chriss Harvey and representatives from the Rocky Mountain Rangers Cadet Corps. to review their request for space at Farwell Centre. The Cadets have been using the St. Peter's Anglican Church Hall and are seeking a new home. The Cadets will access a small amount of surplus space at Farwell that will serve their needs starting later this Fall.
12. Acknowledged Downie Timber subsequent to their donation of \$2,500 to support elementary breakfast programs in the school district.
13. Participated in a conference call meeting of the Provincial Human Resources/Payroll Working Group on shared services.

14. Met with Rita Tedesco, Principal of Arrow Heights Elementary School, and Yvette Astra, Library Assistant, regarding additional support for the Arrow Heights Elementary School library to fill an interim need while the Arrow Heights Elementary School Secretary/Library Clerk position is in the process of being filled.
15. Held a series of meetings with elementary principals to review class size and composition. The addition of teaching positions at each of the elementary schools, and additional blocks at Revelstoke Secondary School resulted in very good class organizations. Our reporting date to the Ministry is September 30th, 2017.
16. Met with Mark Jummun, Secretary Treasurer, to review the building permit and plans for the first of three outdoor classrooms being built at Columbia Park, Begbie View and Arrow Heights Elementary Schools.
17. Confirmed with the City of Revelstoke that our Preliminary Layout Approval (PLA) for the Big Eddy properties which was re-submitted to the City on July 14th, 2017, is still awaiting review.
18. Met with Len Shingler, Manager of Operations, Bruce Tisdale, Associate Secretary Treasurer, and Rita Tedesco, Principal of Arrow Heights Elementary School, at Arrow Heights Elementary School to review the request from the developer at McKenzie Village to remove trees from the forested area on the south and west sides of Arrow Heights Elementary School. Currently, the west forest area provides a significant shaded play space and may be impacted by a sidewalk extension currently considered for Nichol Road.
19. Responded to a request for information from Michael Brigham to provide background on our use of the Middle Years Development Instrument (MDI) at grades 4 and 7 as the UBC HELP team continues to expand use of the Middle Years Development Instrument across Canada and internationally.
20. Met with Revelstoke Secondary School Principal Greg Kenyon to review recent information distributed to schools through Interior Health regarding the completion of a naloxone risk assessment and the development of a response protocol. Although Revelstoke and Revelstoke Secondary School continues to score "low risk" in the assessment process, the protocol and resources both suggest that some level of training and naloxone kits at Revelstoke Secondary School may be warranted.
21. Responded to a request for information from the Provincial Coordinator and request for our district's participation in the "BC SOGI" (Sexual Orientation and Gender Identity) Provincial Network meeting. The first meeting of this provincial network has been set for October 4th, 2017. The SOGI network has established a helpful, educational website at www.sogieducation.org/network.
22. Reviewed provincial requirements to ensure that district staff have access to ERASE (Expect Respect and A Safe Education) training in the 2017/18 school year and that students have access to the ERASE reporting tool through our school district website.
23. Met with Colleen Wall, Begbie View Elementary School Teacher, to review plans for the 2017/18 teacher inquiry project. Once again, teacher inquiry sessions will meet the needs of staff interested in working in collaborative sessions either through release time and after school sessions.
24. Met with Mark Jummun, Secretary Treasurer, and Len Shingler, Manager of Operations, to review our published document regarding bus safety and guidelines for students related to carry-on items such as band instruments and skateboards.
25. Met with Elementary Principals, to review the changes made to the newly developed Foundation Skills Assessment (FSA) at grade 4 and grade 7. Changes to the assessment address some concerns previously expressed with the Foundation Skills Assessment. The window for completion is October 2nd through to the first week of November, 2017.

26. Met with Ariel McDowell, District Principal, Support Services and Aboriginal Education, to confirm our participation in the physical literacy working group. As part of a network of seven Kootenay school districts supported by Columbia Basin Trust, we will be working with other school districts to explore a partnership approach to physical literacy and activity as a primary focus. With time permitting in the 2017/2018 school year, the group will also explore aboriginal learning and indigenous relationships, mental health and wellness and nutrition and school food programs. The intention of this pilot year is to provide input to Columbia Basin Trust on potential opportunities for partnerships throughout the basin.
27. Met with Mark Jummun, Secretary Treasurer, and Len Shingler, Manager of Operations, to review a parent request to create a bus route in the Hay Road area of Arrow Heights.
28. Met with Pam Mair and Tammy Tomm, Begbie View and Columbia Park Elementary School Teachers, to finalize the agenda for the first of three “Coaching Cafes” to be held in afternoon / evening sessions throughout the year to support our teacher mentoring program.
29. Conducted a series of meetings with Michael Haworth, District Vice-Principal Technology, to review our technology needs with consideration of our email and network changes implemented over the summer. Michael continues to offer district “after-school tech sessions” open to all staff. The first of these sessions will take place on October 2nd, 2017.
30. Met with Mark Jummun, Secretary Treasurer, to review additional staffing needs and the use of our “notional” funding through the Classroom Enhancement Fund.
31. Approved an out of town trip in accordance with Policy 7.4 for the Revelstoke Secondary School Junior Boys Volleyball Team to travel to UBC Okanagan on September 22nd – 23rd, 2017 for a tournament
32. Met with Bob Rogers, RTA President, to review the BC Teachers’ Federation pamphlet for parents regarding their concerns with the Foundation Skills Assessment.
33. Approved an out of town trip in accordance with Policy 7.4 for the Revelstoke Secondary School Senior Girls Volleyball Team to travel to Thompson Rivers University on September 21st – 23rd, 2017 for a tournament.

Trustees’ Upcoming Dates

Date(s)	Time	Event
September 30 th , 2017		Orange Shirt Day (will be recognized in our district on Friday, September 29 th , 2017)
October 13 th – 14 th , 2017		BC School Trustees Association Thompson Okanagan Branch Meeting taking place in Revelstoke at the Hillcrest Hotel
October 18 th , 2017	5:00 pm	School Board Meeting

SCHOOL DISTRICT NO. 19 (REVELSTOKE)

TO: All Trustees

FROM: Mike Hooker, Superintendent of Schools

DATE: September 27th, 2017

ACTION: 2017/2018 Committee and Representative Appointments



As trustees have now had an opportunity to review the draft 2017/2018 Committee and Representative Appointments, attached is the final list of the Revelstoke Board of Education's Committee and Representative Appointments for the 2017/18 school year.

RECOMMENDATION:

"THAT the 2017/2018 Committee and Representative Appointments be received as presented."



School District 19
(Revelstoke)

Revelstoke Board of Education

2017-2018

Committee and Representative Appointments

	NAME	MEETING DATES	REPRESENTATIVES
Board Committees	Policy	4 th Monday (Oct – May)	Bill MacFarlane (Chair) Superintendent RTA President Jeff Nicholson Principal Rep. CUPE Rep.
	Finance/Facilities Committee Of The Whole	September, November, January, March, May, and as required	All Trustees – Elmer Rorstad (Chair) Secretary/Treasurer Superintendent
	Education	4 th Tuesday (Oct – May)	Bill MacFarlane (Chair) Jeff Nicholson Superintendent Principal Rep. RTA Rep. DPAC Rep. CUPE Rep. Student Rep. Dist. Principal Support Serv.
	Communications	October 16 th , 2017 May 7 th , 2018 (both at 1:00 pm)	Jeff Nicholson (Chair) Amanda Richardson Superintendent Principal Rep. RTA Rep. CUPE Rep. Parent Rep.
Board Personnel Committees	RTA Bargaining	As required	Alan Chell Superintendent Secretary-Treasurer
	PVP / Management	As required	Elmer Rorstad Bill MacFarlane Superintendent
	Okanagan Labour Relations Council		Alan Chell Alternate – Secretary Treasurer
Board Representation on Committees	District Scholarship		Elmer Rorstad
	Early Childhood Development		Alan Chell Superintendent
	Literacy Action Committee		Jeff Nicholson Superintendent District Principal, Support Services
	Screen Smart		Elmer Rorstad District Principal, Support Services
	District Parent Advisory Council	First Wednesday of the month (Oct – June)	Elmer Rorstad Superintendent
	Aboriginal Education Advisory Committee	1 st Thursday (Oct – June)	Amanda Richardson Superintendent District Principal, Aboriginal Education
	Performing Arts Centre Advisory Committee		Alan Chell Jeff Nicholson, Alternate Superintendent RSS Principal
Board Representation on Local/Regional Organizations	Chamber of Commerce		Elmer Rorstad Alternate – Secretary Treasurer
	Okanagan College Advisory Board		Amanda Richardson
Board Representation on Trustee Associations	BCPSEA		Bill MacFarlane
	BCSTA - Provincial Council		Bill MacFarlane Jeff Nicholson, Alternate
	BCSTA Thompson Okanagan Branch		Jeff Nicholson – Education Committee Amanda Richardson – Aboriginal Education Committee

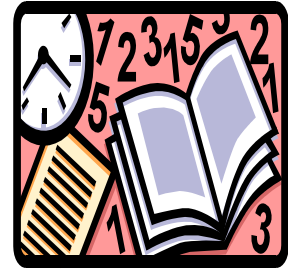
SCHOOL DISTRICT NO. 19 (REVELSTOKE)

TO: All Trustees

FROM: Bruce Tisdale, Associate Secretary Treasurer
Mark Jummun, Secretary Treasurer

DATE: September 27th, 2017

ACTION: 2016/17 Audited Financial Statements



This memo is to provide a general overview of the 2016/17 Financial Statements. It is not considered a part of the financial statements.

The Financial Statements are made up of six separate but related documents. They are as follows:

1. Statements 1 – 5
These represent the cumulative financial position of the school district as well as the annual activities and accumulated surpluses for the year.
2. Schedule 1
This schedule provides a brief summary of the operations stated in Schedule 2 through 4 as outlined below.
3. Schedule 2 – 2c
These schedules cover operational revenue and expenditures. These schedules form the basis of the annual operating budget adopted by the board each year.
4. Schedule 3 – 3a
These schedules cover district Special Purpose Fund activities. The special purpose funds are grants that are specifically targeted based on externally prescribed activities and are independent of the operating fund.
5. Schedule 4 – 4d
These schedules represent the capital operations of the school district and include additions to assets, deferred capital revenue, capital bylaw activity, as well as the amortization of the assets.
6. Notes to the Financial Statements
The notes provide specific information designed to assist the reader in interpreting the financial statements.

While BDO Canada LLP will provide a report on the statements, there are two sections that require more detailed information:

Schedule 2

This schedule shows an unrestricted operating surplus of \$311,781. This represents an increase in \$43,006 from the unrestricted operational surplus in the 2015/16 fiscal year.

The 2016/17 amended budget provided for an allocation of \$259,837 from the prior year's unrestricted surplus in order to balance. However, based on actual expenditures and revenues during 2016/17 the requirement to draw down on the surplus was eliminated. Examples of variances to budget include:

- Revenue increase:
 - Student Learning Grant \$47,763
 - Proceeds from bus sale \$23,000

- Expenditure decrease:
 - Substitute salaries \$27,354
 - Utilities costs \$35,715
 - By-election savings \$12,000
 - SRB system support \$10,000

Statement 2

The accumulated combined annual surplus includes the aggregate activities of the operating, special purpose, and capital funds and is recorded on Statement 2. The amount for 2016/17 was \$536,018.

Again, please note that this is a very general overview of the Financial Statements and is not part of the actual Audited Financial Statements.

Recommendation:

"THAT the Board of Education of School District No. 19 (Revelstoke) approve the 2016/17 Audited Financial Statements as presented."



School District 19
(Revelstoke)

Revelstoke Board of Education

Finance/Facilities Committee of the Whole September 13th, 2017 Minutes

Call to Order

Trustee Rorstad called the meeting to order at 1:00 pm

Attendance

Trustees: Rorstad, MacFarlane, Chell, Nicholson, and Richardson
Senior Administration: Superintendent Hooker, Secretary Treasurer Jummun and Associate Secretary Treasurer Tisdale

Finance

Agenda Additions

New Business

Year to Date Program Expenses

Secretary Treasurer Jummun reviewed the program summary for expenses to June 30th, 2017.

Historical Expense Flow Report

Secretary Treasurer Jummun reviewed the Historical Expense Flow Report indicating expenses were in line with the seven year average.

Report on Bills Paid for May and June, 2017

Trustees agreed to recommend:

“THAT the Report on Bills Paid for May and June 2017 in the amount of \$4,161,266.11 be approved as presented at the next regular board meeting.

Audit

Agenda Additions

New Business

Draft 2016/2017 Audited Financial Statement

Associate Secretary Treasurer reviewed the draft 2016/17 Financial Statements. The focus of the discussion was on Schedule 2, 2a, 2b and 2c, related to the operating fund. Discussion took place regarding the financial performance of the district and the robust financial controls in place.

Facilities

Agenda Additions

- Enrolment

New Business

Enrolment

Superintendent Hooker provided an overview of the 2017/2018 student enrolment indicating student numbers are aligned to the 2017/18 preliminary budget submitted to the Ministry of Education.

Adjournment

The meeting adjourned at 1:40 p.m.



School District 19
(Revelstoke)

Revelstoke Board of Education

Policy Review Committee Monday, September 18th, 2017 Minutes

Attendance

Trustee MacFarlane, CUPE President Maltby, Superintendent Hooker, and RTA President Rogers

Regrets: Trustee Nicholson and Principal Hicks

1. Structure of Committee – noting that this is the first Policy Committee Meeting of the 2017/2018 school year, the Committee discussed and agreed to the manner in which it will conduct its work.

“The Policy Review Committee is a working group that meets on the 4th Monday of each month (excluding December, July and August). Meetings will be rescheduled in the event that a minimum of half of the members are not able to attend. Recommendations regarding policy development and revision are made by consensus. Trustee MacFarlane will serve as chairperson.”

2. Additions to Agenda
 - None

3. Status of policies undergoing review.

Policy # - Policy Name	Status	Timeline
New Student Photography / Video and Media Consent	In progress	Fall 2017

4. New Policy: Student Photography / Video and Media Consent

The Committee reviewed the revisions made to the policy following the May 29th, 2017 meeting. The Committee made revisions to the document, and will review it together with similar policies from other school districts at the next Policy Review Committee meeting.

Next meeting dates (all meetings at 3:00 pm at the School Board Office):

- October 23rd, 2017 (may have to be rescheduled)
- November 27th, 2017
- January 22nd, 2018
- February 26th, 2018
- April 23rd, 2018
- May 28th, 2018