



School District 19
(Revelstoke)

The Board of Education of
School District No. 19 (Revelstoke)
Regular Board Meeting
Wednesday, October 18th, 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 September 27th, 2017

5 DELEGATIONS:

6 SPECIAL REPORTS:

Revelstoke's Early Childhood Development and Literacy Update presented by Tracy Spannier, Revelstoke Early Childhood Development Coordinator and Revelstoke Community Literacy Coordinator

7 BUSINESS ARISING:

8 NEW BUSINESS

8.1 ADMINISTRATION REPORTS:

8.1.1 SUPERINTENDENT HOOKER

- A) Superintendent's Administration Report
- B) 2017/2018 Organization of Classes and Non-Enrolling Report
- C) Nichol Road Sidewalk and Arrow Heights Elementary School Forested Play Space

8.1.2 **SECRETARY TREASURER JUMMUN**

A)

8.2 **OTHER**

A)

8.3 **COMMITTEE REPORTS**

- A) Finance and Facilities Committee Minutes of September 27th, 2017
- B) Aboriginal Education Advisory Committee Minutes of October 3rd, 2017
- C) District Parent Advisory Council Minutes of October 4th, 2017

8.4 **TRUSTEE REPORTS**

- A) Revelstoke Early Childhood Development Committee 2016-2017 Overview Report

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 September 27th, 2017 Minutes

CALL TO ORDER

Trustee MacFarlane called the meeting to order at 5:02 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, Rorstad and Richardson
Senior Administration: Superintendent Hooker and Secretary Treasurer Jummun,
Associate Secretary Treasurer Tisdale
and: Administrative Secretary Magarian
Guests: Bob Rogers, RTA President; 1 RTA member and Molly Pearce,
Senior Manager of the Office of the Auditor General of British
Columbia and Angie Spencer, Senior Manager of BDO Canada
LLP

APPROVAL OF AGENDA

17: R-73 Rorstad/Chell

“THAT the agenda be approved as presented.”

CARRIED

APPROVAL OF MINUTES

17: R-74 Nicholson/Richardson

“THAT the minutes of the Regular Board meeting of June 14th,
2017, be approved as presented.”

CARRIED

DELEGATIONS

SPECIAL REPORTS

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

Angie Spencer of BDO Dunwoody began by explaining that the external auditors' responsibility is to review financial statements and ensure they comply with Public Sector Accounting Standards. She

then reviewed the financial statements noting that it was a clean audit and there are no areas of concern.

Molly Pearce of the Auditor General's office explained that she was in Revelstoke again this year as each district that is randomly selected for an audit by the Auditor General's office is audited two years in a row and this was Revelstoke's second year.

Trustees thanked Ms. Pearce and Ms. Spencer for their involvement in the audit. Ms. Pearce and Ms. Spencer left the meeting at 5:15 pm.

NEW BUSINESS

ADMINISTRATION REPORTS

SUPERINTENDENT HOOKER

Administration Report: Superintendent Hooker

Received as information.

Superintendent Hooker presented his Administration Report highlighting the August 31st, 2017 school planning day activities, the newly hired Teachers Teaching on Call and Casual Educational Assistants, as well as the work of the Child and Youth Mental Health and Substance Use Collaborative (CYMHSU). He added that the district was able accommodate the Revelstoke Cadets at the Farwell Centre and he brought trustees attention to the district's participation in the Sexual Orientation and Gender Identity Provincial Network meeting which will be attended by Greg Kenyon, Principal of Revelstoke Secondary School on behalf of the school district.

2017/2018 Committee and Representative Appointments

Trustee MacFarlane presented the list.

17: R-75 Richardson/Nicholson

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

CARRIED

SECRETARY TREASURER JUMMUN

2016/2017 Audited Financial Statements

Secretary Treasurer Jummun noted that the memorandum in the agenda package provides an overview of the 2016/2017 Audited Financial Statements. Trustee Chell noted the long hours staff work during the summer to prepare for the audit and Trustee Rorstad asked that the Board's thanks and appreciation be passed along to staff.

17: R- 76 Rorstad/Richardson

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

CARRIED

OTHER

COMMITTEE REPORTS

Finance and Facilities Committee Minutes of September 13th, 2017

17: R-77 Rorstad/Chell

THAT the Report on Bills Paid for May and June 2017 in the amount of \$4,161,266.11 be approved.”

CARRIED

17: R-78 Rorstad/Nicholson

“THAT the minutes of the Finance and Facilities Committee meeting of September 13th, 2017 be received as presented.”

CARRIED

Policy Review Committee Minutes of September 18th, 2017

Trustee MacFarlane reviewed the minutes noting that the current policy on Student Photography/Video and Media Consent being reviewed by the Committee is a complex issue.

17: R-79 Nicholson/Richardson

“THAT the minutes of the Policy Review Committee meeting of September 18th, 2017 be received as presented.”

CARRIED

TRUSTEE REPORTS

CORRESPONDENCE

PUBLIC QUESTION PERIOD

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

ADJOURNMENT

The meeting adjourned at 5:40 p.m. on the motion of Trustee Chell.

CLOSED BOARD ITEMS

- British Columbia Public School Employers’ Association – Bargaining Vision Survey
- Capital Projects Update

Chair

Secretary Treasurer

DATED: September 27th, 2017

Administration Report

Mike Hooker, Superintendent of Schools

Highlighted Activities – September 16th, 2017 to October 12th, 2017

1. Met with Vanessa Morrow and Hayley Johnson to review the budget and expansion of the French Language Experience Program currently running at Begbie View Elementary School with Kindergarten through grade 3 students. The program provides facilitated instruction 30 minutes per week.
2. Volunteered at the finish line for the High School Zone cross country running event hosted by head coach Jeff Wilson. Athletes from our Okanagan Zone attended the run which took place from the skate park through the green belt and forest area. Jeff Wilson was contacted by CBC Morning to talk about his decision to have girls and boys run the same distance, rather than comply with the normal practice of shortening the course for female runners.
3. Met with Tammy Tomm and Pam Mair to finalize the agenda for the October 18th, 2017 “Coaching Café”. In excess of 20 teachers are signed up to attend the dinner meeting.
4. Met with Stacie Byrne, Project Lead of the Child and Youth Mental Health and Substance Use Collaborative (CYMHSU) and Bertha Stone, Co-Chair, to review the schematic one page illustration of the “Pathways to Care”.
5. Conducted a series of meeting with Revelstoke Teachers’ Association (RTA) President Bob Rogers to review the implementation of the Memorandum of Agreement and restored language. Both our non-enrolling ratios and class sizes are in full compliance with our Collective Agreement language.
6. Convened a DPAC Meeting. Minutes appear elsewhere in this agenda.
7. Met with new Revelstoke Review staff in anticipation of another upcoming issue of “Together We Learn”. For the upcoming project, the Revelstoke Review will publish a series of articles within a regular issue rather than as a supplement going home only with students.
8. Participated in a Ministry of Education webinar to review the implementation of this year’s Foundation Skills Assessment program.
9. Approved an out of town trip in accordance with Policy 7.4 for the RSS Senior Boys Volleyball Team to travel to Vernon on September 29th – 30th, 2017 for a tournament.
10. Attended an after-school technology session hosted by Michael Haworth, District Vice-Principal Technology at the Revelstoke Secondary School IT Lab. Michael continues to offer after school sessions to staff. Attendance at this last session included maintenance, educational assistant and teaching staff.
11. Met with Ariel McDowell, District Principal, Support Services and Aboriginal Education, to review the CommunityLink program funding and plan for the 2017/2018 year.
12. Conducted a series of interviews for the recently posted Arrow Heights Elementary School Secretary/Library Clerk position.
13. Attended the Revelstoke Literacy Action Committee meeting. October is now officially “Literacy Month” in Revelstoke. Recent events included the “Raise a Reader” Day (which raised a record \$1,200) and the Champions of Literacy Celebration Tea.
14. Convened a Finance and Facilities Committee meeting. Minutes appear elsewhere in this agenda.

15. Attended the evening screening of the movie "Screenagers". Approximately 30 people attended the documentary film highlighting the importance of talking to youth about the use of cell phones and social media.
16. Approved an out of town trip in accordance with Policy 7.4 for 28 students representing all of the schools in the district, to travel to Vancouver to attend at WE Day event on October 17th – 19th, 2017.
17. Along with Mark Jummun, Secretary Treasurer, participated in an Okanagan Labour Relations Council (OLRC) conference call.
18. Met with Chantal Wilson of Little Bear Engineering regarding radon information, resources and testing programs currently under way to monitor radon levels in schools and other public buildings.
19. Met with Jeff Colvin, Greg Kenyon, Principal RSS, and Jodi Wallach, Vice-Principal RSS, to review the significantly increased enrolment numbers in secondary school apprenticeship programs, work experience programs and necessary levels of support associated with those increases.
20. Responded to parent requests from Arrow Heights and from Mount Begbie areas with respect to changes and/or additions to bus stops and routes.
21. Completed the September 30th, 2017 1701 data collection requirements for submission to the Ministry of Education.
22. Met with Jeanette Magarian, Administrative Secretary, and Bill MacFarlane, Board Chair, to finalize the agenda and plans for the BC School Trustees Association Thompson Okanagan Branch meeting held in Revelstoke October 13th – 14th, 2017. The total number of meeting participants was 54.
23. Met with Mark Jummun to review the final draft of the 2017/2018 Conseil Scolaire Francophone de la Colombie-Britannique lease agreement for the Ecole des Glaciers school located at Arrow Heights Elementary School.
24. Along with Len Shingler, Manager of Operations and Mark Jummun, Secretary Treasurer, convened a meeting with regular and casual bus drivers to review our expectations regarding students riding on the bus, and to revise our "Riding on the Bus" pamphlet to clarify the kinds of acceptable "carry-on" items.
25. Received information from Maureen Dockendorf, BC Superintendent of Early Years for the Ministry of Education that Tara Johnson, Teacher at Arrow Heights Elementary School, will be one of 20 teachers in the province receiving an honourable mention from Mark Kielburger at the upcoming Education Partners breakfast which takes place prior to the WE Day celebrations at Rogers Arena on October 18th, 2017. Our students are attending WE day this year with Columbia Park Elementary School teacher Matt Kieller, Leslie Hogg, Youth Network Coordinator and Volunteer, Krista Patterson, who has recently joined our Teachers Teaching on Call list.
26. Held a series of meetings with Duncan McLeod of Rocky Mountain Institute regarding a potential sister school relationship with a high school in Guangzhou. School District No. 6 currently has a Memorandum of Understanding with the Chinese Education Bureau. The Guangdong Department of Education is currently looking to expand that relationship and include Revelstoke Secondary School as an exchange partner.
27. Confirmed the participation of 12 teachers in this year's mentorship program. Mentors and mentees will work together throughout the year with a combination of access to additional resources and time to support their learning in a collaborative environment.
28. Submitted nominations from the school district for this year's Champions of Literacy. The annual event hosted by Tracy Spannier, Revelstoke Community Literacy Coordinator, and

Columbia Basin Alliance for Literacy staff is set to take place October 17th, 2017 at 6:30 pm at Begbie View Elementary School to honour all the community's Champions of Literacy.

29. Finalized staffing additions to Learning Support Teacher positions at Begbie View and Columbia Park Elementary Schools and an additional Educational Assistant position at Arrow Heights Elementary School.
30. Met with elementary principals to finalize the Foundation Skills Assessment (FSA) schedule. The assessment in reading, writing and numeracy is to be completed by November 10th, 2017.

Trustees' Upcoming Dates

Date(s)	Time	Event
October 25 th , 2017		Ministry of Education Regional Partners Meeting
October 27 th – 28 th , 2017		BCSTA Provincial Council Meeting
November 2 nd , 2017		BCPSEA Fall Symposium
November 8 th , 2017	5:00 pm	School Board Meeting

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 19 (REVELSTOKE)

TO: All Trustees

FROM: Mike Hooker, Superintendent of Schools

DATE: October 18th, 2017

INFORMATION: 2017/2018 Organization of Classes and Non-Enrolling Report



Attached is our district report on class size and organization. The information in this report is current to our enrolment on September 30th, 2017.

The Ministry of Education reports annually on class size information by district and overall provincial averages. Our data was submitted for verification on October 7th, 2017.

I am pleased to report that enrolment has increased slightly over last year. Our classes continue to be organized to ensure positive learning conditions for our students within healthy environments that enable our talented staff to do their work. Through our annual budget process, we continue to focus on ensuring that our resources are focused on students. In the late spring of 2017, we confirmed the need for an additional division at both Begbie View Elementary School and Arrow Heights Elementary School. In addition, prior to the end of the year, in anticipation of some additional registrations, we added a division at Columbia Park Elementary School. As a result, the class sizes at each of the elementary schools are well within our expectations.

At the high school level, we continue to provide a full scope of course offerings in all areas. The most notable area of growth this year is in the area of Trades training. We have significantly more students in dual credit Secondary School Apprenticeship and Work Experience programs and the Applied Skills offerings are running at capacity.

This year students are accessing courses outside the regular timetable, including Jazz Band, Concert Band, Superfit, Choir, and Planning 10.

Included in this report is our current non-enrolling ratios consistent with the restored Collective Agreement language. As in the past, we continue to staff Learning Support and Counselling positions based on levels necessary to meet student learning needs. These levels are well in excess of the ratios required in the Collective Agreement language.

These class organizations, along with the support and additional services provided to students, will allow for our students continued success in 2017/18.



School District 19
(Revelstoke)

**SCHOOL DISTRICT #19 (REVELSTOKE)
CLASS SIZE AND NON-ENROLLING REPORT
2017/2018**

This report is provided for the information of Trustees, parents and the community.

Class Size Averages

Listed below are the projected class size averages in our district.

	<u>2016/17</u>	<u>2017/18</u>
Kindergarten	19	14
Grades 1 – 3	21	19
Grades 4 – 7	24	21
Grades 8 – 12	See Department averages on next page.	

Class Organizations

These elementary organization plans are current to September 30th, 2017.

Begbie View Elementary School									
Class	K	1	2	3	4	5	6	7	TOTAL
K	15								15
K	14								14
1		18							18
1		18							18
2			21						21
2/3			8	11					19
3				21					21
3/4				8	12				20
4/5					15	8			23
5						26			26
6							25		25
6/7							8	15	23
7								25	25
Total	29	36	29	40	27	34	33	40	268

Arrow Heights Elementary School									
Class	K	1	2	3	4	5	6	7	TOTAL
K	15								15
1		20							20
2/3			8	12					20
2/3			8	12					20
4/5					18	5			23
5/6						18	6		24
6/7							12	11	23
Total	15	20	16	24	18	23	18	11	145

Columbia Park Elementary School									
Class	K	1	2	3	4	5	6	7	TOTAL
K	17								17
K/1	6	9							15
1		18							18
2			17						17
2/3			7	10					17
3/4				7	10				17
4/5					6	14			20
5/6						10	12		22
6/7							10	12	22
6/7							12	12	24
Total	23	27	24	17	16	24	34	24	189

Revelstoke Secondary School

Department	Range		Average	
	Sept 2016	Sept 2017	Sept 2016	Sept 2017
Languages (French)	16 - 26	19 - 25	20	21
Applied Skills	13 - 24	19 - 24	21	21
English	15 - 25	13 - 25	21	22
Math	15 - 29	16 - 29	22	22
Fine Arts	13 - 30	20 - 29	25	24
Social Studies	11 - 29	10 - 29	23	23
Science	13 - 25	14 - 28	20	21
Physical Education	19 - 30	18 - 29	26	26

SCHOOL	K	1	2	3	4	5	6	7	8	9	10	11	12	Ungraded	TOTAL
REVELSTOKE SECONDARY									64	79	69	74	77	0	363
ARROW HEIGHTS	15	20	16	24	18	23	18	11							145
COLUMBIA PARK	23	27	24	17	16	24	34	24							189
BEGBIE VIEW	29	36	29	40	27	34	33	40							268
TOTAL	67	83	69	81	61	81	85	75	64	79	69	74	77	0	965
International Students:									3	1	5	9	1		19
TOTAL ENROLMENT									67	80	74	83	78		984

Historical Non-enrolling RTA

	Collective Agreement Ratios	13/14	14/15	15/16	16/17	17/18
Enrollment		949	930	904	930	970
LAT		2.104	1.964	1.987	1.987	2.5
	1/489	1/452.5	1/468	1/455	1/478	1/387
R/T		7.817	7.177	7.867	8.040	8.7
	1/281	1/122	1/115	1/114	1/118	1/112
Counsellor		2.407	2.250	2.25	2.175	2.175
	1/653	1/396	1/412	1/402	1/436	1/445
Librarian		2.300	2.014	2.2	2.2	2.2
	1/454	1/414	1/421	1/410	1/439	1/451

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 19 (REVELSTOKE)

TO: All Trustees

FROM: Mike Hooker, Superintendent of Schools

DATE: October 18th, 2017

INFORMATION: Nichol Road Sidewalk and Arrow Heights
Elementary School Forested Play Space



As trustees are aware, the Mackenzie Village Development along Nichol Road is adjacent to the east side of the property line of the Arrow Heights Elementary School site. Previously City staff provided the school district with drawings for a proposed expansion of the sidewalk on Nichol Road adjacent to the forested play area on the Arrow Heights Elementary School lower field. Since that time, there has been a series of meetings with the developer at Mackenzie Village to review their draft plan that would result in a significant reduction in the forested play space area and the removal of a large number of trees.

I recently met with Mike Thomas, Director of Engineering at the City of Revelstoke to explore potential options for the expansion of the sidewalk and the protection of the forested play space that Arrow Heights has enjoyed for many years. Mike Thomas confirmed that the City's intention would be to ensure on the long term, a sidewalk expansion project goes forward. However, with reference to the removal of trees and disruption to the forested play area, he noted that there are a variety of creative options that will be explored to enhance the space and allow for the sidewalk.

At this time, there are no plans for the removal of additional trees on the Arrow Heights Elementary School site.



School District 19
(Revelstoke)

Revelstoke Board of Education

Finance/Facilities Committee of the Whole September 27th, 2017 Minutes

Call to Order

Trustee Rorstad called the meeting to order at 3:30 pm

Attendance

Trustees: Rorstad, MacFarlane, Chell, and Nicholson

Senior Administration: Superintendent Hooker, Secretary Treasurer Jummun and Associate Secretary Treasurer Tisdale

Guests: Molly Pearce, Senior Manager of the Office of the Auditor General of British Columbia and Angie Spencer, Senior Manager of BDO Canada LLP

Regrets: Trustee Richardson

Finance

Agenda Additions

New Business

Audit

Agenda Additions

New Business

Presentation of Final 2016/2017 Audited Financial Statements by Auditor (BDO) and Auditor-General

The Final Report to the Board dated September 27th, 2017 was distributed by Angie Spencer of BDO Canada LLP. Ms. Spencer briefly reviewed the final report noting that the audit was a clean audit and there were no areas of concern. She added that internal controls such as those governing salaries and expenditures are very closely looked at to ensure that they are accurate and meet Public Sector Accounting Standards.

Ms. Spencer distributed the 2016/17 Audited Financial Statements and provided trustees with an overview. She noted that the financial statements are consistent with last year's statements and that revenue and expenses had increased over last year.

Molly Pearce of the Office of the Auditor General explained that her role is to provide oversight to private auditors. She clarified that Revelstoke was not selected due to any risk factors, but

rather because the Office of the Auditor General audits a cross section of school districts. Ms. Pearce added that Revelstoke has been audited by her office over the last two years as part of normal processes when a district is selected for audit.

Trustees thanked Angie Spencer of BDO Canada LLP and Ms. Pearce of the Office of the Auditor General for their contribution to the audit process.

Trustees agreed to recommend:

“THAT the 2016/17 Audited Financial Statements be brought forward to the next regular board meeting.

Facilities

Agenda Additions

New Business

Adjournment

The meeting adjourned at 4:20 p.m.



Revelstoke Board of Education

Aboriginal Education Advisory Committee Meeting October 3rd, 2017

Minutes

***We would like to acknowledge and honour the four nations
on whose traditional land we live and learn:
the Sinixt, the Ktunaxa, the Secwepemc, and the Syilx.***

Called to order at 4:00 pm.

In attendance: Chantal Wilson, Lisa Moore, Lissa Cancilla-Sykes, Jillian Wiesner, Jessica Stewardson, and Ariel McDowell

Regrets: Michelle Cole, Laura Stovel, Amanda Richardson and Mike Hooker

1. Agenda Additions

- Thank you to Jessica Stewardson for chairing in Michelle's absence. Michelle has let the Committee know that this will be her last year as Chair, and she encourages us to begin looking for a replacement.
- Carousel of Nations – Lisa will talk about this briefly after her report.

2. Introduction of Amanda Richardson, School District No. 19 (Revelstoke) Trustee Representative on the Committee.

- Amanda was unable to be here, but Jillian Wiesner has joined our Committee as the RTA representative, so we did brief introductions and a welcome.

3. A review of the June 1st, 2017 Aboriginal Education Advisory Committee Meeting Minutes:

- No errors or omissions noted.
- Discussion about the Next Steps listed for this year. Ariel noted that the huckleberry jam for our meeting was a gift from Virgil Seymour's cousin. We hope to be able to develop strong connections with the new Sinixt representative, Shelley Boyd. Lisa noted that she will travel to visit members of the Ktunaxa with Advisory Chair Cole this month.

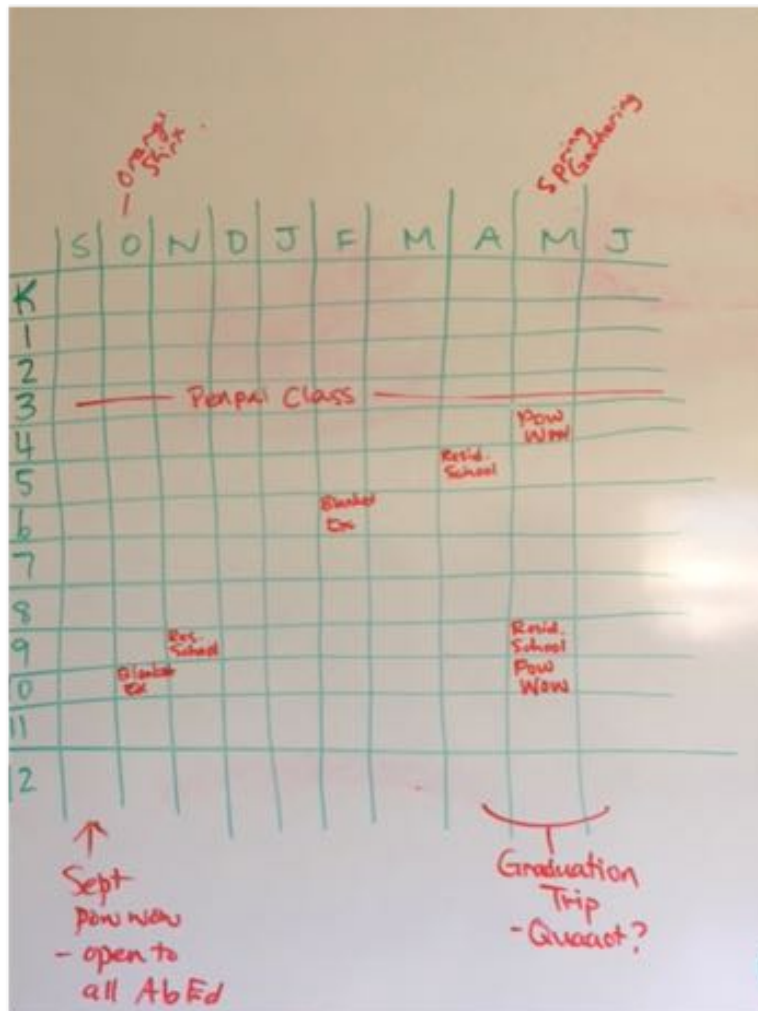
4. Thank you's from the 2017 Grade 12 Graduate recipients of the Aboriginal Education Bursaries.
 - Alesha Byers
 - Jade-Lyn Harder

5. Enhancement Agreement – The Committee spent time reviewing the Agreement to remind ourselves of the vision and goals for the year. First Peoples' Principles of Learning were distributed to go up in each classroom, in support of Goal 2.

6. Reports:
 - *Lisa Moore, Revelstoke Secondary School, Aboriginal Student Assistant (attached)*
 - In addition to Lisa's report, she presented a request from the Multicultural Society for a letter of support as they are writing a grant to continue the Carousel of Nations. This event happens in early February. The Committee agreed to write a letter of support, which Lisa drafted. It will be sent to the Chair to be signed.

 - *Jessica Stewardson, Elementary Aboriginal Student Assistant*
 - Enjoyed hosting the Aboriginal Education station at the Fish Festival on September 22nd. Shared stories of Salmon, and helped students make dip nets made from bent willow. All Grade 2s in the District.
 - On September 21st, 2017, we attended the 9th Annual Okanagan College Pow Wow, bringing 82 students from Revelstoke all the way to Kelowna. Students from around our Region attended the Pow Wow. This event is a great introduction to the tradition of the Pow Wow, since they knew that many of the students were attending for the first time. We did some teaching and learning about Pow Wow etiquette, and many students enjoyed participating in the dances.
 - I am visiting each of the Kindergarten classes to help Monica Penner, Speech-Language Pathologist, do a program that works on developing speech sounds in young children. The program is called Moe the Mouse, and draws on traditions, stories and names for animals in the local language.
 - I am joining the Parents as Wellness Supporters program in Sarah Newton's class to add some culturally relevant ways to manage stress and anxiety. For example, I will talk to students and parents about the Seven Teachings, and the importance of balance.
 - This was my first year having to track down all the permission slips for students to participate in Ab Ed, so that has been time consuming!

- I'm looking forward to doing a pot luck lunch in each of the schools, with students and their families in the next few weeks.
- *Lissa Cancilla-Sykes, Aboriginal Education Helping Teacher*
 - Lisa shared the results of her inquiry last year, in her role as Aboriginal Helping Teacher. From recurrent questions teachers had, she has created themed bins. Lissa will be visiting staff meetings and department head meetings to introduce the resources and plan how best to offer the pro-d. Some of the topic areas include:
 - Territory and the land – will be the first pro-d session
 - Science and outdoor learning
 - Storytelling and oral tradition
 - Ceremony and protocols, including drumming
 - Residential schools (junior and senior kits)
 - Ab Ed district-wide planning from last year – we plan to choose grade levels and special events so that students get opportunities at certain grades. Here is a draft of what we planned:



- Adjourned:

Meeting adjourned at 5:00 pm.

Next meeting dates (all at 4:00 pm at the School Board Office, Upper Meeting Room):

- November 2nd, 2017
- December 7th, 2017
- February 8th, 2018
- March 1st, 2018
- April 5th, 2018
- May 3rd, 2018
- June 7th, 2018

Steering Committee Report
Lisa Moore, RSS Support Worker
October 3, 2017

September has kept me busy meeting new students, reconnecting with returning students, touching base with parents, and tracking down the dreaded 1701 consent forms. We did have a field trip to the Okanagan College Youth Powwow in Kelowna, with over 80 students, both Indigenous and non-Indigenous, attending. Some of the students even danced, which was wonderful to see.

This year I have over 50 students on my case load; this includes the “official” students who have returned the parent consent forms as well as a few who have left school but stay in contact or may be doing work experience after graduation, or who may not be comfortable identifying as Aboriginal this year but have done so in the past. I assist in the Aboriginal Connections class with Lissa Cancilla-Sykes, spend one-on-one time with a few students and provide academic support as needed. I was also able to attend a meeting with Work BC to help support the transition of one of our 2017 grads into the work force. Other duties have been to take students to doctor appointments, visiting guardians to get forms filled out, and helping with the breakfast program at RSS.

Orange Shirt Day was successful in that the students heard about the event on the morning announcements and many students and staff wore an orange shirt to school on Friday, September 29.

We received an invitation to visit the Ktunaxa Education and Outreach coordinator, Leanna Gravelle. Michelle and I are planning to go to Cranbrook October 20. Hopefully this will lead to closer ties with the Ktunaxa nation.



School District 19
(Revelstoke)

Revelstoke Board of Education

District Parent Advisory Council Meeting Wednesday, October 4th, 2017

Minutes

1. **Call to Order**

Call to order 1:00 pm pm

2. **Attendance**

Britt Hunchak (CPE), Cathleen Busch (RSS), Elmer Rorstad (School Board Trustee), and Mike Hooker (Superintendent)

Regrets: Kelli Redmond (BVE), Jeanette Starling (CPE), Karyn Molder (RSS), Janet Delesalle (AHE), and Franziska Widmer (BVE)

3. **Agenda Additions**

- Sidewalk Extension on Nichol Road

4. **Review of Minutes of Last Meeting – June 7th, 2017**

- Accepted as presented – no errors or omissions

5. **Correspondence**

- None

6. **Treasurer's Report**

- No Treasurer's Report

7. **Board of Trustees/District Administration News**

Naloxone Training and Kits

- Mike Hooker advised that Revelstoke Secondary School has kits now, subject to a change in recommendations from the Chief Medical Officer of BC.

Enrolment

- Mike Hooker reviewed the district's enrolment for 2017/2018 which is 967 students in total plus 19 international students.

Foundation Skills Assessment

- Mike Hooker reviewed the information provided by the Ministry of Education. The Parent Information Pamphlet from the Ministry of Education is on the school district's website and will be sent home along with information from the BC Teachers' Federation regarding the provincial grade 4 and grade 7 assessments.

School Code of Conduct Review

- The school code of conduct review is in progress at all of the district's schools. Parents, students and staff are engaging in a variety of levels from a simple read/review through to editing/revising.

Consents and Waivers

- Feedback was requested from all Parent Advisory Councils regarding the waivers which are done annually. Does this new format meet parent needs? Thoughts and discussion on photos and video taken at school, shared in school and frequently posted to social media, is welcome as the Board of Education reviews related policy.

8. **Old Business**

2017/2018 ArtStarts Program

- Reviewed the list of performances booked.

9. **New Business**

DPAC Elections

- Confirmed that DPAC elections will take place at the November 1st 2017 DPAC meeting.

10. **PAC News**

AHE

- PAC elections were held.
- For efficiencies reasons, PAC decided to form a hot lunch committee, a Christmas craft fair committee and a yearbook committee.
- Principal Tedesco is canvassing staff and grade 6/7 students for ideas for large projects the PAC can support using gaming funds.
- PAC will be donating \$100 to each division to be used for the classroom as well as \$50 for a breakfast/snack fund. The PAC will also financially support the Christmas production, if necessary.
- On October 6th, the PAC will supply pies for students during the lunch hour.
- Renovations are almost complete and the gym should be back to full usage at the beginning of November.
- The Aquavan will be at the school on October 12th. The school has invited 3 classes from Columbia Park Elementary School as well as Ecole des Glaciers.
- The Haunted House will be on Thursday, October 26th, 2017.
- Principal Tedesco is re-introducing house teams and intramurals.

BVE

- PAC elections were held.
- One to One Reading is looking for volunteer tutors.
- Child and Youth Mental Health and Substance Use Collaborative is working to ensure that youth ages 6 to 24 are able to access mental health and abuse services.
- Screenagers was shown to grade 5 and 6 students on September 28th, 2017. An evening showing as attended by some parents.

- The Terry Fox run was held on September 29th, 2017 with grade 7 students as guards at the run stops instead of parents. Fruit was given out to the runners afterwards.
- Upcoming events are the Mountain Harvest Festival on October 26th, the book fair December 4th and 5th, a Green Christmas craft fair December 21st, a Valentine's Dance February 15th, and a Family Fun Night in June (the date to be determined).
- There will be a Purdy's Christmas fundraiser.

CPE

- A Subway lunch was held on September 29th, 2017
- The Outdoor Classroom building is underway.
- Family photo fundraiser is being held October 10th and 11th.
- Welcomed new teaching staff: Mrs. Gauer, Ms. Hal, Ms. Strange and Mr. Keiler as well as new Educational Assistant staff: Mrs. Maddison, Ms. Woodurst and Ms. Mason.
- The renovations to the gym change rooms and storage room will begin later this Fall to be completed before the end of the year.
- "Most Magnificent Thing" - a project that explored critical thinking had students create whatever they wanted out of a box.
- Breakfast Club will run again this year on Thursdays and Thursdays.
- Muffin Monday began in September and will take place twice a month.

RSS

- The PAC received and approved a number of funding requests and approved goalie gloves and a collapsible bench, funds for a welcome back BBQ or pizza lunch, and snacks for grade 8 Math Nights. Other funding requests were tabled.
- Spring break discussed. Parents would like more information regarding the two-week spring break and be more involved in the consultation process.
- There was an influx of new students that registered the week before school started resulting in the addition of teaching blocks and the re-organization of some classes. The PAC expressed its thanks to Ms. Wallach, Ms. Williams and Ms. Cancilla-Sykes for their work in adjusting student schedules.
- 17 international students arrived the first week of school.
- Barry Rourke organized another successful Junior Last Spike Tournament.
- This year the school is focusing on renewing the "Respect, Safety, Success" school culture and is asking for feedback from staff, students and parents.
- Next meeting and Annual General Meeting will be held on October 24th at 7:00 pm (as October 31st is Halloween).

11. Adjourned: 2:00 pm

Next meeting dates: All meetings will be held at 1:00 pm at the School Board Office, 501 11th Street.

- November 2nd, 2016
- December 7th, 2016
- February 1st, 2017
- March 1st, 2017
- April 5th, 2017
- May 3rd, 2017
- June 7th, 2017



Revelstoke Early Childhood Development Committee
Overview Report
2016-2017

New Committee Member invitations 2016-2017: (some invitees have joined the committee, all invitees have joined the email information list)

- Ariel McDowell: School District 19 District Principal, Support Services & District Principal, Aboriginal Education and member of the Aboriginal Friendship Society of Revelstoke
- Marlene Krug: Aboriginal Friendship Society of Revelstoke
- Lisa Moore: School District 19 Aboriginal Education Student Assistant
- Katie Kryski, Ascent Psychology
- Hugo Desnoyers: Ecole des Glaciers (receiving emails)
- Linda Nixon, Revelstoke City Council (receiving emails)

Ongoing RECDC initiatives:

- RECDC monthly meeting
- Fall Clothing and Toy Exchange
- Professional Development opportunities
- EYC Team Events
- National Child Day
- Ready Set Learn Planning and Initiative
- Children's Christmas Party
- Family Literacy Day/Week
- Family Friendly Business and Workplace Awards (Feb)
- Spring Clothing and Toy Exchange
- ASQ Universal Offer and ASQ Clinic (and ASQ Sub-Committee)
- Roots of Empathy
- Screen Smart Week
- Annual Evaluation and Planning
- Strategic Planning
- Information Services: calendar, Facebook, Twitter, Website, parent/service provider email list, directories, Leisure Guide
- Connection with local, regional, provincial initiatives
- Funding applications, coordination and reporting (SB6, Children First, CBT, RCU, Rev. Community Foundation, City Grant in Aid)

2016-2017 Projects

- Provincial Early Childhood Development Evaluation Project – Coordinator only (May 2016)
- Development of Strategic Plan
 - Included **parent survey**
- Development of Assets document
- Development of Backgrounder (history) document
- Development of one year operating plan for easy annual updates
- Early Years Centre Evaluation Process
- EYC 3-Yr Strategic Plan development and Annual Reporting process
- ASQ Training
- Workshops and Events (See below)

- Partnership with HELP to participate in the TDI (Toddler Development Instrument) Pilot Project

2016-2017 Activities

- October 2016: Delegation to Revelstoke City Council
- Connection with CBT Early Years (consultation re: Early and Middle Years Strategy development and new funding opportunity)
- Participated in update to Children and Families section of the City's Integrated Community Sustainability Plan
- Discussion, presentation and distribution of Wave 8 EDI data release
- Promotion of First Foods Parent Information Session with Jo-Ann Scarcella
- Father Survey (Feb/March 2016)
- EYC Steering Committee of RECDC partners to provide advisory role for the EYC project:
 - Enhanced programming (afternoon, evening, Saturday options)
 - Shared responsibility for information services
 - Training support
 - Early Years Team – networking, learning opportunities and connection
 - ASQ partnership
 - Kindergarten Information partnership and program development
 - Leap Land support

Strategic Implementation Projects:

Program Support :

Small \$200 contributions were made to 5 early years organizations. The purpose of the \$200 contribution was to allow the organizations hosting the programs to leverage the funds. Each organization was able to articulate their association with the Early Childhood Development Committee and show the small contribution to their work. Each organization was able to attain additional funding from local and regional funders.

Access/Reducing Barriers Contingency Fund: this work began at RECDC and is primarily supported by EYC funding. 6 organizations/programs accessed support. 14 families individually supported to address a barrier.

IRCC (Immigration, Refugees and Citizenship Canada) Contingency Fund to support transition to early years programs. 5 families supported.

Ages and Stages:

The Ages and Stages universal offer and ASQ Clinic continued. ASQ Sub-Committee provides feedback to the project. Strong partnerships support the work of the clinic so that no singular organization/ agency or professional is undertaking the work. 20 Clinics were held and over 57 parent visits.

Workshops and Family Events: Funding applications were completed to access additional funds to support these activities. SB6, Early Years Centre, CBT, RCU and Community Foundation funds as well as partner contributions were pooled to roll out a series of workshops and events:

- **Community Event, April 16, 2016: Spring Children's Clothing and Toy Exchange** including Early Years Information Fair and Ages and Stages Clinic. Partners: Early Years Centre, Revelstoke Child Care Society, Early Childhood Development Committee Partners, Columbia Basin Alliance for Literacy, Revelstoke Speech Language Clinic.
- **Family Event, May 5, 2016: Kiki the Eco Elf Family Event with Early Years Information booth.** The concert featured learning songs to help teach children about the environment taking care of the earth and being screen smart. Partners: Revelstoke Child Care Society, Revelstoke Child Care Resource and Referral, Revelstoke Early Childhood Development Committee, Revelstoke Early Years Centre.
- **Workshop, May 5, 2016: Tanya Liscomb Workshop: Greening Your Child's Life:** teaching young children about environmental awareness using games, activities and interactive play. In addition, simple "green" solutions were provided for daily procedures. Partners: Columbia Basin Alliance for Literacy, Revelstoke Early Years Centre, Revelstoke Early Childhood Development Committee and Revelstoke Child Care Resource and Referral.
- **Event, May 24, 2016: Teddy Bear Picnic, Kovach Park Grand Opening.** Activities, circle time, snack time and a ceremony to open the new playground. An Early Years Information Booth was set up. Partners included the Early Years Centre, Revelstoke Child Care Society, Columbia Basin Alliance for Literacy and City of Revelstoke.
- **Workshop, September 30, 2016: Interactive Workshop with Charlotte Diamond:** ideas and songs to help encourage children to observe and understand nature, weather and seasons. Partners: Revelstoke Child Care Resource and Referral, Revelstoke Early Childhood Development Committee, School District 19.
- **Workshop, October 12, 2016 : Kelly Terbasket Workshop: "Engage, Inspire and Mobilize as a Team".** The early years service provider sector was brought together in this facilitated team session to look at ways to support Revelstoke families and support each other's work with families. Partners: Revelstoke Child Care Society, Revelstoke Early Years Centre
- **Workshop Series, November 5, 2016: Human Early Learning Partnership series** to provide research based information on the importance of children's social emotional development: November 4 & 5
 - Friday Nov 4: *Strengthening the Social and Emotional Competence and Well-being of Young Children through Social and Emotional Learning.* (audience: Kindergarten teachers and early years service providers)
 - Friday Nov 4: *Recent BC Child Development Research Findings.*
 - Friday Nov 4 Evening: *Early Development Instrument Wave 6 Data Provincial Findings.*
 - Keynote: Saturday, Nov 5: *A New Kind of Fitness: Strengthening Social and Emotional Competence and Well-Being in Early Childhood* (audience: parents, education assistants and early years service providers)Partners: Revelstoke Child Care Society, Human Early Learning Partnership at UBC, School District 19, Revelstoke Early Years Centre, Revelstoke Early Childhood Development Committee.
- **Community Event, November 19, 2016: Fall Children's Clothing and Toy Exchange including** Early Years Information Fair and Ages and Stages Clinic. Partners: Early Years Centre, Revelstoke Child Care Society, Revelstoke Credit Union, Early Childhood Development Committee Partners, Columbia Basin Alliance for Literacy, Revelstoke Speech Language Clinic.
- **Family Event, December 16, 2016: Children's Christmas Celebration** (Early Years Info Booth) Partners: Revelstoke Child Care Society, Columbia Basin Alliance for Literacy, Revelstoke Early Years Centre

- **Family Event, January 26, 2017: Family Night Out Dinner with a Dino** promoting Family Literacy Week in partnership with the Columbia Basin Alliance for Literacy. Early Years information booth provided. Information on supporting early learning and literacy development was provided.
- **Workshop Series: Dr Brokenleg, May 4-6.** \$2000 was contributed to the partnership with School District 19, Revelstoke Multicultural Society and the Child Youth Mental Health and Substance Use Local Action Team to bring in Dr. Martin Brokenleg on May 4, May5 and May 6.

Early Years Sector Training and Professional Development:

- **Columbia Basin Alliance for Literacy:** funds received to support travel costs for Roots of Empathy Facilitator Training. The new facilitator worked with a Kindergarten classroom in 2016-2017 and helped to maintain a strong core partnership with School District 19.
- **Revelstoke Child Care Society:** funding utilized to support the purchase of Early Childhood Education resource books. The books have been entered into the RCCS library and can now be borrowed by anyone in the community working toward their Early Childhood Education certification. This project supports the sharing of texts and the reduction of cost for students working toward their ECE.

Coordinator Pro-D:

- UBC Ed-X Course: Reconciliation Through Indigenous Education
- East Kootenay Early Years Conference