

**AGENDA of the REGULAR MEETING**  
of the Board of Education  
School District No. 6 (Rocky Mountain)

**Video Conference**

**Location: Virtual Meeting**

Date: 2021-02-09

Time: 7:00 p.m.

**1. CALL TO ORDER**

**2. ACKNOWLEDGEMENT OF TERRITORY**

**3. APPROVAL OF AGENDA**

**4. APPROVAL OF THE MINUTES OF PRIOR MEETINGS**

- 4.1 Regular Board Meeting of January 12, 2021
- 4.2 Synopsis of In-Camera Meeting of January 12, 2021

**5. PRESENTATIONS**

- 5.1 Nil

**6. MATTERS ARISING FROM THE MINUTES**

**7. STRATEGIC AND POLICY ISSUES**

- 7.1 Policy Development
  - 7.1.1 Third Reading
    - 7.1.1.1 Policy 3600, Transportation of Students on Regular School Bus Routes (Karen Shipka) \*
    - 7.1.1.2 Policy 5010, Student Placement (Karen Shipka) \*
    - 7.1.1.3 Policy 5500, Student Records (Karen Shipka) \*
    - 7.1.1.4 Policy 6800, Fees for Educational Programs (Karen Shipka) \*
  - 7.1.2 Second Reading
  - 7.1.3 First Reading
    - 7.1.3.1 Policy 4104, Departing Exempt Employee Compensation (Karen Shipka) \*
    - 7.1.3.2 Policy 4950, Service Recognition (Karen Shipka) \*

## **8. OPERATIONAL ISSUES**

- 8.1 Budget Utilization Summary January 2021; Board Report, Budget Utilization Summary Jan 31 2021 (Dale Culler) \*
- 8.2 2020-21 Amended Annual Budget Draft; Board Report, 2020-21 Amended Annual Budget (Dale Culler) \*
- 8.3 Five and Six Year Dogwood Completion Rates (Steve Wyer) \*
- 8.4 School Calendar 2022-23, 2023-24, Public Engagement Results (Steve Wyer) \*
- 8.5 Employee and Family Assistance Program Update (Steve Wyer) \*
- 8.6 Equity in Action Update (Steve Wyer) \*
- 8.7 Early Learning Update (Viveka Johnson) \*

## **9. REPORTS**

- 9.1 BC School Trustees Association (Jane Fearing)
- 9.2 BC School Trustees Association, Kootenay Boundary Branch (Jane Thurgood Sagal)
- 9.3 BC Public Schools Employers Association (Sandra Smail)

## **10. INFORMATION ITEMS**

- 10.1 Correspondence
- 10.2 February and March 2021 Calendar \*

## **11. FORTHCOMING EVENTS**

- 2021.02.18 District Technology Advisory Committee Meeting, Virtual, 8:30 a.m.
- 2021.02.20 BCSTA Provincial Council Meeting, Virtual, 8:30 a.m.
- 2021.02.23 Policy Committee Meeting, Teleconference 5:00 p.m.
- 2021.03.02 Labour Relations Committee Meeting, Teleconference, 8:30 a.m.
- 2021.03.09 Board of Education Meeting, Video Conference from Zone Offices
  - In-Camera 6:00, p.m.
  - Information Exchange, 6:30 p.m.
  - Regular Meeting, 7:00 p.m.

## **12. QUESTIONS FROM THE PUBLIC**

## **13. ADJOURNMENT**

\* attachment



**POLICY NO. 3600**

**TRANSPORTATION OF STUDENTS  
ON REGULAR SCHOOL BUS  
ROUTES**

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**POLICY**

Although the School Act does not require Boards of Education to provide student transportation services, the Board of Education, as permitted by Section 83 of the *School Act*, and in accordance with this Policy and Regulation, may provide transportation services for some students to and from school.

Where there are sufficient students to justify the service and where road conditions are suitable for school buses, school bus transportation may be provided for students who reside within the School District boundary and who live a considerable distance from the nearest school. If school bus transportation is not practical, the Board may consider providing “transportation assistance” to parents.

The District will provide safe and efficient transportation in a caring manner.



## **REGULATIONS**

### **General**

1. The Board may provide transportation or transportation assistance for eligible students, and where possible transportation for courtesy riders, to travel between a designated bus stop and their designated age-appropriate and/or program-appropriate school.
2. The Board recognizes that, in some situations, it may be necessary for the District to relocate students from one school to another. When relocation is directed by the School District, these students are eligible for School District transportation and/or transportation assistance if they qualify as an eligible rider to the new school location.
3. Transportation services are provided for School District No. 6 K-12 students only.

### **Rider Eligibility**

1. A student must be registered annually as an eligible or courtesy rider in order to ride a school bus.
2. A student is considered to be eligible if his or her home address is at least 4.0 km. (Kindergarten to Gr. 3) or 4.8 km (Gr. 4 to Gr. 12) from the nearest bus stop or the nearest age-appropriate and/or program-appropriate school (measured as actual shortest driving distance from the recognized public road access of the student's property to the nearest bus stop and/or nearest age-appropriate and/or program-appropriate school).
3. Transportation of a non-eligible student is the responsibility of the parent. Non-eligible students may be provided transportation as courtesy riders. To be approved, there must be space available on existing bus routes. The bus schedule and routes will not be adjusted for courtesy riders.
  - Available space will be determined by September 30.
  - Requests for transportation must be made in writing annually to the Operations Supervisor.
  - Rides are only available for courtesy riders to travel between a designated bus stop and their designated age-appropriate and/or program-appropriate school.
  - Courtesy ridership is subject to cancellation at any time, with five (5) days' notice.
4. The criteria for approving courtesy ride requests will be based on the following:
  - available space;
  - ill health or temporary handicap;
  - age of student;
  - distance from school; and
  - safety.

- 4.1 In the event of ill health or temporary handicap, authorization will be given by the Operations Supervisor upon receipt of a request from the parents, substantiated by a medical certificate, which should state the expected length of the ill health or temporary handicap, if required by staff.
5. Transportation for students not attending their age appropriate or program appropriate school shall be the responsibility of parents. Students may apply for a courtesy ride on regular school bus routes where space is available.

### **Transportation Assistance**

1. In accordance with Section 83 of the *School Act*, transportation assistance will be available to eligible students who reside further than 4.0 km. (Kindergarten to Gr. 3) or 4.8 km (Gr. 4 to Gr. 12) from the nearest bus stop or nearest age-appropriate and/or program-appropriate school. The rate is determined by the Board and is currently set at \$.40 per km driven. Transportation assistance is based only on days in attendance and is paid on a per-family basis.

### **Move to District Practice**

~~Transportation assistance application process:~~

- ~~▪ Application forms for transportation assistance are available at the School District Administration Office and on the School District website.~~
- ~~▪ The application will be reviewed by administrative staff for approval.~~
- ~~▪ Application for transportation assistance must be made every school year.~~
- ~~▪ Assistance payments for approved applications will begin in the month the application is received at the School Board Office.~~
- ~~▪ The distance is calculated according to the method for determining eligibility.~~

### **Students with Special Needs**

1. Students with special needs, as approved by the ~~Assistant~~ Superintendent **or designate**, are eligible for transportation or transportation assistance regardless of eligibility as defined previously in this Policy.

### **Bus Routes**

1. Applications for new bus routes, stops or extensions to existing bus routes shall be submitted to the Operations Supervisor in writing. Applications shall be evaluated based on the following priorities:
  - safety of the students affected;
  - cost of providing the service should not exceed the cost of the corresponding Transportation Assistance Allowance plus 30%, and the number of students directly affected must be more than four (4);
  - space limitations of the particular bus route;
  - implications for other students on the affected route;
  - road conditions of proposed route or extension; and,
  - younger students or students with health problems will be given preference over other students.
- 1.1 The Operations Supervisor is authorized to approve or decline applications based on the above criteria. ~~The Zone Trustee Committee shall be notified of declined applications.~~

2. A school bus route may be changed during the current school year. Parents or guardians of students who would be affected by the change shall be notified in writing at least two (2) weeks prior to any such change taking effect.
3. All school bus routes will be reviewed annually by the Operations Supervisor to ensure the continued application of the conditions stipulated by this Policy. **Routes or portions of routes will be discontinued if the cost of continuing the service would exceed the cost of the corresponding transportation assistance allowance plus 30%. In this circumstance, families affected by the change shall be notified in writing at least two (2) months prior to the change taking effect.**

### **Move to District Practice**

#### **Bus Cancellations**

- ~~1. The decision to discontinue school bus service because of adverse weather conditions will be made on an individual basis by each driver and/or by the Operations Supervisor. When such a decision is made, the Operations Supervisor will ensure that the Principal of the affected school is notified.~~
- ~~2. In those situations where a bus breaks down or the weather deteriorates drastically and a bus is unable to complete its route, the following procedure applies:  
  
The school will be notified, and the school will make reasonable attempts to notify parents. Students will remain on the bus until a replacement bus can safely transport them to school/designated stop, or to an approved supervised location until arrangements can be made with the parents for acceptable transportation as required.~~

#### **Move to 3 in Bus Routes**

- ~~3. Following the annual review of bus routes indicated in #3 above, route cancellations will occur if the cost of continuing the service would exceed the cost of the corresponding transportation assistance allowance plus 30%. In this circumstance, families affected by the change shall be notified in writing at least two (2) months prior to the change taking effect.~~

#### **Variance to Policy**

1. Circumstances not covered by this Policy shall be referred directly to the ~~Zone Trustee Committee~~ **Superintendent** for its consideration. Any exceptions to this Policy must be approved by the Board of Education.



POLICY NO. 3600

DISTRICT PRACTICE 3600.2

TRANSPORTATION OF STUDENTS ON  
REGULAR SCHOOL BUS ROUTES

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## **DISTRICT PRACTICE**

### **Transportation Assistance**

1. Transportation assistance is based only on days in attendance and is paid on a per-family basis.

Transportation assistance application process:

- Application forms for transportation assistance are available at the School District Administration Office and on the School District website.
- The application will be reviewed by administrative staff for approval.
- Application for transportation assistance must be made every school year.
- Assistance payments for approved applications will begin in the month the application is received at the School Board Office.
- The distance is calculated according to the method for determining eligibility.

### **Bus Routes**

1. All school bus routes will be reviewed annually by the Operations Supervisor to ensure the continued application of the conditions stipulated by ~~this~~ Policy 3600.
2. Adding department process when adding routes stops and extensions for District Operations approval .... (in-progress)

### **Bus Cancellations**

1. The decision to discontinue school bus service because of adverse weather conditions will be made on an individual basis by each driver and/or by the Operations Supervisor. When such a decision is made, the Operations Supervisor will ensure that the Principal of the affected school is notified.
2. In those situations where a bus breaks down or the weather deteriorates drastically and a bus is unable to complete its route, the following procedure applies:

The school will be notified, and the school will make reasonable attempts to notify parents. Students will remain on the bus until a replacement bus can safely transport them to

**POLICY No.** 3600 Transportation of Students on Regular Bus Routes<INSERT HYPERLINK>  
POLICY No. 3600 DISTRICT PRACTICE Bus Cancellation Protocol  
POLICY No. 3600 FORM Transportation of Students on Regular Bus Routes

ADOPTED: June 1998  
Amended: June 2008, November 2020



POLICY NO. 3600

DISTRICT PRACTICE 3600.2

**TRANSPORTATION OF STUDENTS ON  
REGULAR SCHOOL BUS ROUTES**

school/designated stop, or to an approved supervised location until arrangements can be made with the parents for acceptable transportation as required.

**Bus Cancellation Protocol**

**The following procedure will be followed when bus routes are cancelled.**

When a bus route(s) is cancelled due to bad road conditions:

- A decision is made to cancel bus route(s) by the bus driver or Operations Supervisor;
- Operations Supervisor notifies bus drivers, radio stations, High School Principal and contacts Director of Operations;
- Director of Operations will notify the Superintendent or designate, and Secretary Treasurer;
- Director of Operations will upload a notice via twitter to the School District web site "Notice Board" describing the cancellation;
- High School Principals will notify all other Principals in their zone.

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**Message from Operations Supervisors to the Radio Stations (Local Radio Station and CBC):**

Will be something similar to the following: "no buses running in (your zone) today, schools open". This will help inform parents that schools are open.

- School Closure is determined by Superintendent. During these situations we will attempt to utilize chain of command communication protocol (Superintendent to/from Principal, Superintendent to/from Director of Operations, and Director of Operations to/from Operations Supervisors); however, depending on the situation there could be a series of phone calls that may not follow the protocol exactly. Once the Superintendent or designate makes a decision to close a school, Superintendent will contact the Principal and Director of Operations. Director of Operations will contact the appropriate Operations Supervisor; the Operations Supervisor will call in a revision to the radio station(s), indicating the school(s) that are closed. The new message will be "no buses running today (in appropriate zone) and school(s) is closed"

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Please also note the fail safe for bus students is located on their bus registration form. It

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DISTRICT PRACTICE 3600.2

**TRANSPORTATION OF STUDENTS ON  
REGULAR SCHOOL BUS ROUTES**

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gives direction to our bus students to “return home” if the bus does not arrive to their normal stop within 15 minutes of scheduled time.

**Operations Supervisors will:**

1. Phone the Director of Operations to provide details of closure;
2. Email radio stations in their area, please see below. Email will indicate which bus routes are cancelled and that schools are open (unless the Superintendent or designate directs otherwise). Email is to be copied to Director of Operations, Operations Coordinator and Zone Principals. (This will ensure all Administration are provided the same message);
3. Operations Supervisors are to follow up with a telephone call to the radio station to ensure they received the email.

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**Director of Operations will:**

1. Forward the Operations Supervisors' email to Senior Staff briefing them of the situation;
2. Post the message on the District's twitter bulletin board.

**Radio Contacts:**

**Kimberley Zone contacts:**

- Summit Radio Station
- The Drive Radio Station
- CBC

**Golden Zone contacts:**

- Easy Rock Radio Station
- CBC Radio Station

**Windermere Zone contacts:**

- Summit Radio Station
- The Drive Radio Station
- CBC Radio Station
- Easy Rock Radio Station

**POLICY No.** 3600 Transportation of Students on Regular Bus Routes<INSERT HYPERLINK>  
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ADOPTED: June 1998  
Amended: June 2008, November 2020

# ROCKY MOUNTAIN SCHOOL DISTRICT NO. 6

2020/2021

## STUDENT BUS REGISTRATION

**NOTE: STUDENTS WILL NOT BE PERMITTED TO RIDE A BUS OTHER THAN THEIR OWN UNLESS THEY PRESENT THE DRIVER WITH A "BUS PASS" ISSUED BY THEIR SCHOOL OFFICE.**

**STUDENTS WILL BE PERMITTED TO RIDE THE SCHOOL BUS ONLY IF THERE IS A COMPLETED BUS REGISTRATION FORM ON FILE WITH THE DISTRICT.**

*Kindergarten students will not be permitted to leave a school bus at a bus stop unless a parent or assigned guardian is at the bus stop. When students are not allowed off of the bus, they will be returned to the school and a parent/guardian will be contacted.*

**The following information is required to formulate bus passenger lists as required by the Motor Vehicle Act. Please return to the bus driver or the Operations Supervisor no later than September 18<sup>th</sup>, 2020.**

BUS ROUTE NUMBER \_\_\_\_\_

BUS STOP \_\_\_\_\_

SCHOOL \_\_\_\_\_

GRADE 2020/2021 \_\_\_\_\_

**COURTESY RIDERS - COMPLETE ATTACHED FORM (MUST APPLY IN WRITING AS PER POLICY 3600)**

Request Courtesy Ride in a.m.  p.m.

From \_\_\_\_\_ To \_\_\_\_\_

Days of Week (Circle days transport required) M T W TH F

### Student Information

Legal Last Name _____ Legal First Name _____ Usual Last Name _____ Preferred First Name _____ Middle Name _____ Gender _____ (M/F) Birth Date ___/___/___ Home Phone No. _____ <i>day/mon/yr</i> <b>Allergies/Health Conditions</b> Life Threatening _____ (Y/N) _____ _____	<b>Property Address</b> House No. _____ Apt. No. _____ Street Name/No. _____ City/Town _____ Postal Code _____  <b>Mailing Address</b> Same as Property Address _____ (Y/N) PO Box No. _____ House No. _____ Apt. No. _____ Street Name/No. _____ City/Town _____ Postal Code _____
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### Parent/Guardian Information

1. Relationship _____ Last Name _____ First Name _____ Living With Student <input type="checkbox"/> Same Address as Student <input type="checkbox"/> <b>Address (if different than student's address)</b> House No. _____ Apt. No. _____ Street Name/No. _____ City/Town _____ Postal Code _____ Home Phone No. _____ Cell Phone No. _____ Work Phone No. _____	2. Relationship _____ Last Name _____ First Name _____ Living With Student <input type="checkbox"/> Same Address as Student <input type="checkbox"/> <b>Address (if different than student's address)</b> House No. _____ Apt. No. _____ Street Name/No. _____ City/Town _____ Postal Code _____ Home Phone No. _____ Cell Phone No. _____ Work Phone No. _____
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### Emergency Contact Information

(Other than the Parents/Guardians)

1. Relationship _____ Last Name _____ First Name _____ Home Phone No. _____ Cell Phone No. _____ Work Phone No. _____	2. Relationship _____ Last Name _____ First Name _____ Home Phone No. _____ Cell Phone No. _____ Work Phone No. _____
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**Please review the Bus Route and the Student/Parents Responsibilities information with your child/children, and complete the registration form no later than September 18<sup>th</sup>, 2020. Please sign the form acknowledging that you have read and understand this information, and return to the bus driver.**

*Video surveillance may be present on school buses as per School District No. 6 Policy.*

\_\_\_\_\_  
Parent/Guardian Signature

ROCKY MOUNTAIN SCHOOL DISTRICT NO. 6  
2020/2021

**COURTESY REQUEST FOR NON-ELIGIBLE STUDENTS**

To be completed **with a bus registration form** if requesting a courtesy ride  
(see attached information)

**Please be advised that approved courtesy requests may be cancelled at any time during the year should the space on the bus be required for eligible students.**

Date: \_\_\_\_\_

Name of Student(s): \_\_\_\_\_

Parents Name: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_ E-mail Address \_\_\_\_\_

I request a courtesy ride for my child/children on the school bus from \_\_\_\_\_  
(location/bus stop)  
to \_\_\_\_\_ on the following days of the week.

(school/facility)

- |                                    |   |
|------------------------------------|---|
| <input type="checkbox"/> Monday    | <input type="checkbox"/> a.m.               |
| <input type="checkbox"/> Tuesday   | <input type="checkbox"/> p.m.               |
| <input type="checkbox"/> Wednesday | <input type="checkbox"/> both a.m. and p.m. |
| <input type="checkbox"/> Thursday  |   |
| <input type="checkbox"/> Friday    |   |

**Please email to your respective zone:**

Golden Zone – Cathy Traverse, Operations Coordinator  
e-mail: [cathy.traverse@sd6.bc.ca](mailto:cathy.traverse@sd6.bc.ca)

Invermere Zone – Brian Nickurak, Operations Supervisor  
e-mail: [brian.nickurak@sd6.bc.ca](mailto:brian.nickurak@sd6.bc.ca)

Kimberley Zone – Jim Bryce, Operations Supervisor  
e-mail: [jim.bryce@sd6.bc.ca](mailto:jim.bryce@sd6.bc.ca)

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To be completed by the Operations Supervisor**

- Approved  Denied

Operations Supervisor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**ROCKY MOUNTAIN SCHOOL DISTRICT NO. 6**  
**2020/2021**

School bus transportation is a privilege. The Standards of Conduct on school buses shall be the same as those expected of students within the school. Students shall refrain from practices which endanger themselves or others and shall show respect for the rights and property of others as per School District Policy No. 3601.

**Note:** Kindergarten students will not be permitted to leave a school bus at a bus stop unless a parent or assigned guardian is at the bus stop. When students are not allowed off of the bus, they will be returned to the school and a parent/guardian will be contacted.

**Responsibilities of Students**

Students must always remember that the bus is a means of transportation and not a place of play. The bus driver being responsible for the safety and well-being of all on board the bus has the authority to maintain order on the bus and to see that the regulations and policies regarding the safe transportation of his/her passengers are respected. Parents will be responsible for willful damage to school buses caused by their children.

***Waiting for the school bus:***

1. Stay at the edge of the road or on the sidewalk and remain still until the bus comes to a complete stop. Wait in the proper loading zone.
2. Refrain from pushing, shoving, fighting or horseplay, and show respect to others.
3. Be at the bus stop at least 5 minutes ahead of the scheduled arrival of the bus.
4. Wear adequate clothing for the weather conditions.
5. Do not cross in front of the bus until signaled by the driver to cross.
6. Return home if the bus does not arrive within 15 minutes of the scheduled time.
7. Respect the bus driver and listen to what their instructions are in all situations.
8. Regard one's safety and the safety of others.

***Riding the school bus:***

1. Remain properly seated during the entire journey and wait until the bus has come to a complete stop to rise.
2. Students are not to put their heads or arms out of the open windows.
3. Students are to refrain from throwing articles inside of the bus and are not to throw anything from the bus windows.
4. Students are to refrain from talking to or distracting the driver while the bus is in motion.
5. Students are to behave in a quiet and orderly manner both on and off of the bus. Shoving and pushing will not be tolerated.
6. Students must obey orders of the bus driver in accordance with School District Policy 3601.
7. All students are expected to abide by the rules of good conduct while traveling on the school bus. If a student's behaviour on the bus has been unsatisfactory after the warnings have been issued, their bus privileges may be suspended. The student is still legally required to attend school although bus transportation privileges will not be provided during the duration of his/her suspension.
8. Students must ride the bus to which they are assigned and get off at their regular stop unless they receive a bus pass from the school to change buses or for guest riders. If guest riders stay overnight and intend on riding the bus the next day, they must also have a note from a parent stating contact phone number and guest rider's name.

***Getting off the bus:***

1. Remain seated until the bus comes to a complete stop.
2. Get off the bus in a quiet and orderly manner.
3. Check to the right for vehicles passing on the right of the bus.
4. Once out of the bus, get well clear of the bus.
5. Students crossing the road will stand well in front and wait for drivers signal to cross.
6. Check in both directions for oncoming vehicles while crossing.
7. "FREEZE" if the driver blows the horn.
8. In any emergency, promptly obey the drivers instructions.

***Reasons for discipline:***

1. Fighting.
2. Eating or drinking on the bus.
3. Use of alcohol or other prohibited drugs.
4. Moving around while bus is in motion.
5. Not remaining in assigned seat.
6. Spitting, foul language.
7. Weapons, lighting matches.
8. Throwing objects or garbage.
9. Standing while bus is in motion.
10. Vandalism.
11. Shouting and unnecessary noise.

## ROCKY MOUNTAIN SCHOOL DISTRICT NO. 6

In collaboration with the Board of Education and the Transportation Department, parents will be expected to support the safe, efficient transportation to eligible students by recognizing that riding the school bus is a privilege, not a right.

### *Parent/Guardian Responsibilities*

1. Promote safety to their children concerning code of conduct.
2. May provide supervision at bus stops where trouble may occur.
3. Report any safety concerns to the School Board Office listing details.
4. Warn children that cars are required by law to stop for the school bus red lights. Sometimes, **drivers** are negligent and do not stop when they should. **Children** should proceed to be cautious when getting off of the school bus and crossing the road.
5. Parents should have their children to the bus stop 5 minutes ahead of scheduled time of pick up.
6. Parents will be responsible for willful damage to school buses caused by their children.
7. When a child's transportation privileges are suspended, students are still expected to attend school and it is the responsibility of the parents/guardians to provide transportation.

# ROCKY MOUNTAIN SCHOOL DISTRICT NO. 6

May 2020

**District  
Administration Office**  
P.O. Box 430  
Invermere, BC  
Canada  
V0A 1K0  
Telephone  
(250)342-9243  
Facsimile  
(250)342-6966



**Rocky Mountain  
SCHOOL DISTRICT NO. 6**

## NOTICE FOR PARENTS/GUARDIANS OF SCHOOL BUS STUDENTS

The Operations Department welcomes all students to the 2020/2021 school year.

As per School District Policy 3600, transportation services are provided for School District No. 6 Kindergarten to Grade 12 students only.

*All students must be registered annually as an eligible or courtesy rider in order to ride the school bus.* Printable registration forms are available on the school district website on the Operations Department web page. The website is [sd6.bc.ca](http://sd6.bc.ca). Registration forms will also be available from your child's school bus driver. Registration forms should be returned to the Operations Supervisor or the school bus driver.

**Eligible Students** - Students are considered to be eligible if their home address is at least 4.0 kms (K-Gr. 3) or 4.8 kms (Gr. 4 – Gr. 12) from the nearest bus stop or the nearest age and/or program appropriate school.

**Non-Eligible/Courtesy Riders** – Students that are considered non-eligible bus students are the responsibility of the parent/guardian; however, non-eligible students may be provided transportation as courtesy riders. Courtesy bus students are students that are not attending their age and/or program appropriate school or their home address is located within the distances noted above.

For your child to be approved for a courtesy ride on an existing school bus route you must submit a written request (e-mail) *annually* to the Operations Supervisor and there must be space available. Although every effort is made to expedite processing, these requests may not be approved until September 30<sup>th</sup>. Until such time as your request is approved or denied parents/guardians must provide transportation for their child. Please do not send your child/children to the bus stop unless you have received approval for a courtesy ride.

**Transportation Assistance** - In accordance with Section 83 of the School Act, transportation assistance will be available to eligible students who reside further than 4.0 kms (K-Gr. 3) or 4.8 kms (Gr. 4 – Gr. 12) from the nearest bus stop or the nearest age and/or program appropriate school. Transportation assistance must be requested *annually*. Applications are available at the School District Administration Office or on the School District website: [sd6.bc.ca](http://sd6.bc.ca)

**Students with Special Needs** – Students with special needs, as approved by the Superintendent or designate, are eligible for transportation or transportation assistance regardless of eligibility as defined in Board Policy 3600.

For further information regarding transportation of students, please refer to Board Policy 3600 on the School District website or contact the Operations Supervisor in your zone.

Golden Zone – Cathy Traverse, Operations Coordinator; 250-344-8641 or [cathy.traverse@sd6.bc.ca](mailto:cathy.traverse@sd6.bc.ca)  
Invermere Zone – Brian Nickurak, Operations Supervisor; 250-342-6814 or [brian.nickurak@sd6.bc.ca](mailto:brian.nickurak@sd6.bc.ca)  
Kimberley Zone – Jim Bryce, Operations Supervisor; 250-427-2268 or [jim.bryce@sd6.bc.ca](mailto:jim.bryce@sd6.bc.ca)

Sincerely,

Steve Jackson  
Director of Operations

**Golden Zone Office**  
P.O. Box 1110  
Golden, BC  
Canada  
V0A 1H0  
Telephone  
(250)344-5241  
Facsimile  
(250)344-6052

**Kimberley Zone Office**  
P.O. Box 70  
Kimberley, BC  
Canada  
V1A 2Y5  
Telephone  
(250)427-2245  
Facsimile  
(250)427-2044



POLICY NO. ~~XXX~~5010

**STUDENT PLACEMENT**

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**POLICY:**

The Board of Education believes that the promotion/retention placement of any student will be based on the judgement of what is best for the student, considering their holistic developmental needs. Effective education requires the presence of continuous and appropriate challenge to stimulate interest, effort and achievement in keeping with the student’s ability.

**DISTRICT PRACTICE** Student Placement <INSERT HYPERLINK>

**REFERENCE:** Sections 7, 8, 17, 20, 22, 65, 79, 85 School Act

**ADOPTED:** November 2020

**Amended:**



## DISTRICT PRACTICE

### STUDENT PLACEMENT, ~~RETENTION~~ ~~AND ACCELERATION K-9~~

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#### **DISTRICT PRACTICE:**

##### **Background**

Rocky Mountain School District (**RMSD**) is dedicated to providing the best possible education for each student. In most cases, students are placed with age-appropriate peers. Educational research indicates that:

- Retention, alone, does not improve student achievement. Retention of a student in a grade or subject would only occur in exceptional cases.
- Acceleration of a student in a grade or subject can be an appropriate strategy for some students, including designated gifted students.

RMSD recognizes the diverse learning abilities, interests, and needs of all students. In order to maximize student success, the district supports differentiated instruction and programming, while accommodating the needs of students within the classroom as a preferred alternative to retention or acceleration. A key component of supporting all learners is a comprehensive ongoing approach to student assessment and evaluation.

##### **Practice**

1. Professional staff will place students at the grade level best suited to them academically, socially and emotionally.
  - 1.1 In most cases, this is with age-appropriate peers.
  - 1.2 Exceptions may be made when, in the opinion of the professional staff and the parents, such decisions are in the best interest of, and will benefit, the student.
2. In those instances where retention or acceleration is being considered, factors associated with the student's emotional and social well-being will be considered with the same weight as academic assessment information.
  - 2.1 These factors may be outlined in the student's Individual Education Plan (IEP).
3. The review process may be initiated by the student (where applicable), the parents, or the School-Based Team.
  - 3.1 This process should occur prior to the start of the school year or semester and be consistent with established school placement decisions.
  - 3.2 Extensive consultation will occur in a timely manner.

REFERENCE: [Sections 7, 8, 17, 20, 22, 65, 79, 85 School Act](#)

ADOPTED: November 2020

Amended:





**DISTRICT PRACTICE**  
**STUDENT PLACEMENT, ~~RETENTION~~**  
**~~AND ACCELERATION K-9~~**

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4. The final responsibility for student placement in a school will rest with the Principal in consultation with the Assistant Superintendent.
  - 4.1 Regardless of the type of recommendation suggested, an intervention support plan will be designed and implemented in the upcoming school year/semester to ensure the student experiences success.

REFERENCE: [Sections 7, 8, 17, 20, 22, 65, 79, 85 School Act](#)

ADOPTED: November 2020

Amended:

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## POLICY NO. 5500

### STUDENT RECORDS

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#### **POLICY:**

The Board of Education believes that it is necessary for schools to maintain records about each of its students. Such records would generally take one of two forms: the records kept by a teacher about the progress of individual students, or the accumulation of such records in a file over the course of the student's career.

Consistent with requirements of the *School Act*, the Board believes that a student and a parent(s)/guardian(s) of a student are entitled to examine all student records kept by a Board pertaining to that student.

**DISTRICT PRACTICE** 550 Student Records <INSERT HYPERLINK>

**FORM** 5500 Student Records <INSERT HYPERLINK>

**REFERENCES:** Section 79 School Act

**ADOPTED:** December 1996

**Amended:** June 2002, June 2005, June 2020



**POLICY NO. 5500**

**DISTRICT PRACTICE**

**STUDENT RECORDS**

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**DISTRICT PRACTICE:**

1. Only information that is in the legitimate interest of the student or the school system will be maintained in student records.
2. Access to student records shall be restricted to:
  - (a) school and school system personnel;
  - (b) parents as defined in the *School Act*;
  - (c) the student whose record it is;
  - (d) personnel authorized by the parent, or by the Superintendent or Principal, under Section 79 of the *School Act*.
3. Those who wish to examine records pertaining to a student shall contact the Principal of the school the student attends or the Superintendent of Schools if the student no longer attends school.
4. In the case of any student under the age of 19 years, prior permission in writing must be obtained from the parent or guardian before access to records is permitted.
5. When such a request is made by a parent/guardian or student, that individual is entitled to examine all student records kept by a Board pertaining to the student while accompanied by the Principal/Superintendent, or a person designated by the Principal/Superintendent to interpret the records.
  - (a) The individual has the right to make copies or extracts of the records.
  - (b) Students or parents/guardians will not be permitted to change or remove all or any part of the accumulated file of records.
  - (c) A student or parent/guardian may request that the Principal or designate remove any data considered detrimental and not in the best interests of the student.
  - (d) Should disagreement develop concerning the removal of data, the student, parent(s)/guardian(s) may appeal to the Office of the Superintendent.
  - (e) Persons who have "access" under a Divorce Act are entitled to receive information concerning the education of the children who are the subject of the order.
6. Student record files may be retained by the school for a maximum of two years after the student has left the school, after which the Permanent Student Record Cards will be forwarded to the District Office for storage in the Windermere Zone, to Golden Secondary School for storage in the Golden Zone, and to Selkirk Secondary School for storage in the Kimberley Zone. Only the basic attendance and academic performance records will be maintained for a period of ~~seventy (70)~~ **five (55)** years after the student leaves the school system.

**POLICY No.** 5500 Student Records<INSERT HYPERLINK>

**FORM** 5500 Student Records <INSERT HYPERLINK>

**ADOPTED: December 1996**

**Amended: June 2002, June 2005, June 2020, November 2020**



**POLICY NO. 5500**

**DISTRICT PRACTICE**

**STUDENT RECORDS**

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7. In the case of a student transferring from one school to another within the province, records may also be transferred, without prior consent of the parent, guardian or student, upon request of the receiving principal.
8. In the case of a student transferring to a school outside British Columbia, copies of student records may be sent upon request of the receiving principal, but the original Permanent Record card must remain within the District or province.
9. Staff will respect the confidentiality of all student records and, unless otherwise permitted by law, will not release student information without the permission of the student or the parent.

**POLICY No.** 5500 Student Records<INSERT HYPERLINK>

**FORM** 5500 Student Records <INSERT HYPERLINK>

**ADOPTED: December 1996**

**Amended: June 2002, June 2005, June 2020, November 2020**

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POLICY NO. XXX  
DISTRICT FORM  
STUDENT RECORDS

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**RELEASE OF CONFIDENTIAL INFORMATION CONSENT FORM**

**INFORMATION REQUESTED BY AGENCY OUTSIDE DISTRICT SCHOOL SYSTEM**

I hereby authorize the release of appropriate information and records concerning

\_\_\_\_\_ to \_\_\_\_\_  
(name of child) (name of agency)

Signed: \_\_\_\_\_  
(Parent/Guardian)

Dated: \_\_\_\_\_

---

**REQUEST BY STUDENT OR PARENT TO SEE STUDENT RECORDS**

I, \_\_\_\_\_ (parent/guardian) of  
\_\_\_\_\_ (name of student)

- wish to have access to his/her school cumulative records
- am aware of his/her wish to have access to his/her school cumulative records and hereby grant permission to the Principal of the school to make such records available.

Signed: \_\_\_\_\_  
(Parent/Guardian)

Dated: \_\_\_\_\_

POLICY No. 5500 STUDENT RECORDS <INSERT HYPERLINK>  
DISTRICT PRACTICE 5500 STUDENT RECORDS <INSERT HYPERLINK>

**ADOPTED: December 1996**  
**Amended: June 2002, June 2005, June 2020, November 2020**



**POLICY:**

The Board of Education shall provide free of charge to every student, of school age, resident in the district and enrolled in an education program, to meet the general requirements for graduation set out in the [Ministerial Order M302/04](#):

- Any education resource materials necessary to participate in a standard education program.

For special projects in an educational program or field trips, if optional, participants may be expected to provide some of the associated costs.

Fees may be charged for non-education programs for such items as Students' Council, agenda books and lockers.

To ensure that fees do not become a barrier to student participation in educational programs, schools will establish fair, sensitive and confidential procedures which will allow participation by students who would otherwise be excluded due to financial hardship.

Principals, in consultation with senior staff, are to determine and shall advise parents how to access assistance when ability to pay is a concern.

**REGULATIONS:**

1. Educational resource materials are material sources of knowledge or expertise that relate to education or educational programs. School supplies which the student owns and uses personally are not educational resource materials within the meaning of the [School Act](#).
2. This policy pertains to curricular programs only.



**POLICY NO. 4104**

**DEPARTING EXEMPT EMPLOYEE  
COMPENSATION**

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**POLICY:**

Departing exempt employees are entitled to total compensation increases up to the final date of one's employment with the Board of Education. Should an adjustment to compensation for exempt employees arrive after the Board of Education becomes aware of an exempt employee's departure from employment, the employee will receive the adjusted compensation up to the final date of their employment with School District No. 6.

**DISTRICT PRACTICE** <INSERT HYPERLINK>  
**FORM** <INSERT HYPERLINK>

**REFERENCES: LIST AND HYPERLINK APPROPRIATE REFERENCES**

**ADOPTED: DATE**  
**Amended:**



**POLICY NO. 4950**  
**SERVICE RECOGNITION**

---

**POLICY:**

The Board of Education will recognize length of service rendered to the District by any employee, at a time and in a manner approved by the Board. The following guidelines shall govern such awards.

**DISTRICT PRACTICE** <INSERT HYPERLINK>  
**FORM** <INSERT HYPERLINK>

**REFERENCES: LIST AND HYPERLINK APPROPRIATE REFERENCES**

**ADOPTED: DATE**  
**Amended:**





POLICY NO. 4950  
DISTRICT PRACTICE  
SERVICE RECOGNITION

**DISTRICT PRACTICE:**

1. Recognition shall be given for total **continuous** years of service in the Board of Education's employ, whether full or part-time including time on leaves of absence **excluding long term disability leaves**.

Deleted: 's

An individual's years of service to the **Rocky Mountain School** District or predecessor Districts would be the sum of their contribution in the following areas:

Deleted: ,

Deleted: ,

**Teaching:** **continuous** years of employment with the District on a temporary or continuing contract. This does not include service provided to the District as a teacher-on-call.

Deleted: cumulative

**CUPE:** **continuous** years of employment with the District on a regular appointment.

Deleted: cumulative

**Excluded Staff:** **continuous** years of service with the District while employed on a

Deleted: cumulative

contract. **Trustee:** **continuous** years of service as a trustee of the District.

Deleted: ¶

Deleted: cumulative

2. Service in the District will be recognized after five, ten, fifteen, twenty, twenty-five and thirty years of service.

3. The Board shall recognize all retiring employees, regardless of length of service. Retirement recognition shall be commensurate with the individual employee's years of service in the District.

POLICY No. <INSERT HYPERLINK>  
FORM <INSERT HYPERLINK>

ADOPTED: DATE  
Amended:



**DATE:** February 9, 2021

**TO:** Board of Trustees

**FROM:** Karen Shipka, Superintendent of Schools

**SUBJECT:** Budget Utilization Summary – January 31, 2021

**ORIGINATOR:** Dale Culler, Secretary Treasurer

**REFERENCE:** Budget Utilization Summary – January 31, 2021

---

**ISSUE**

That the Board of Education receive a report on year-to-date operating expenditures compared to budget and prior year data as information.

**BACKGROUND**

This report is to provide the Board with information concerning fluctuations in operating expenditures on a monthly basis.

**CURRENT SITUATION**

Instruction: reduction of approximately \$644,000 from prior year. Primarily attributable to decreases in transportation, travel and homestay fees due to COVID-19 and the reduced international student program.

Administration: increase of approximately \$104,000 from prior year. Primarily attributable to increases in salaries and benefits previously coded to instruction. As well as staffing increases.

Operations and Maintenance: reduction of approximately \$145,000 from prior year. Primarily attributable to decreases in supplies, utilities and equipment costs mainly due to COVID-19 funding.

Transportation and Housing: a slight increase of approximately \$30,000 from prior year attributable to an increase in supplies and equipment.

**CONCLUSION**

Expenditures to date are below annual budget and less than the prior year for the same timeframe. However, the Amended Annual Budget will include the reallocation of certain expenditures to new special purpose fund grants primarily the Safe Return to Class and Safe Return to School grants.

**RECOMMENDATION**

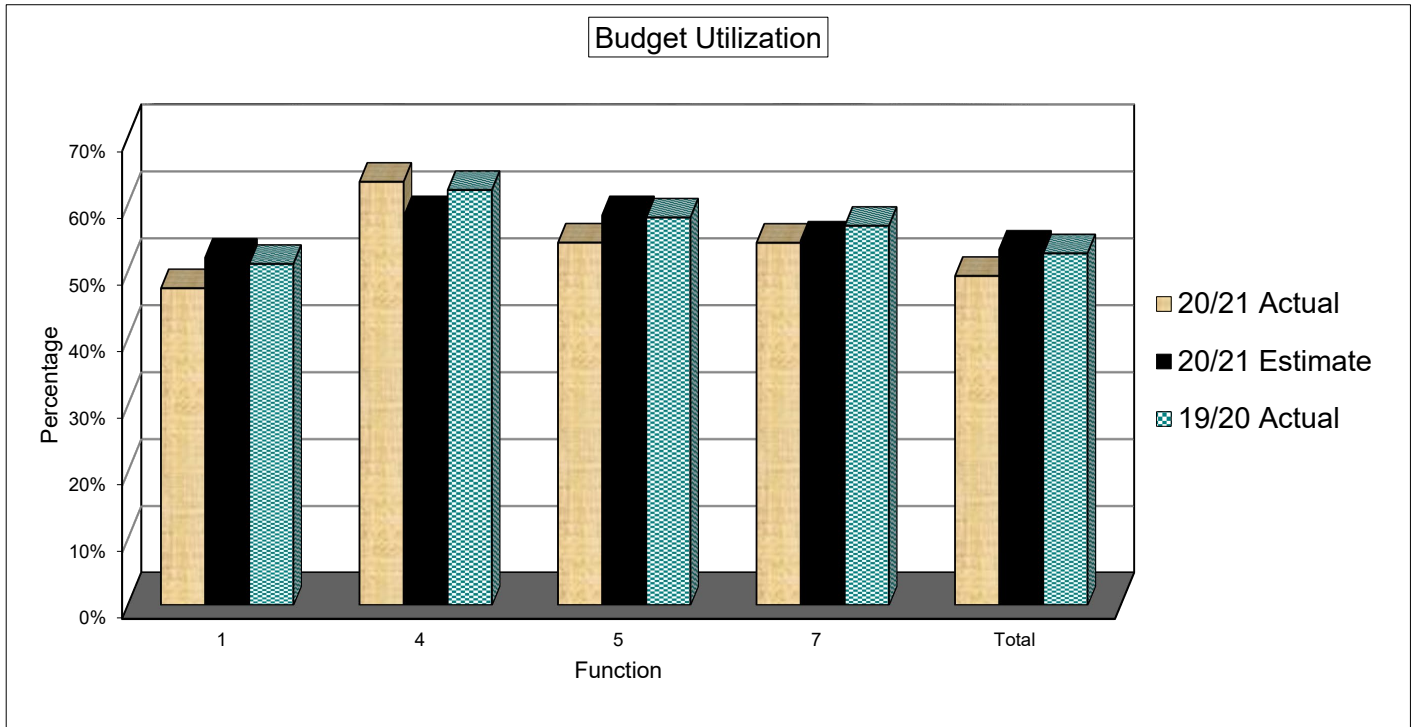
Continue to monitor and report to the Board on a monthly basis.

**STRATEGIC ALIGNMNET**

Resource allocation for student success, budget monitoring and financial stewardship.

**ROCKY MOUNTAIN SCHOOL DISTRICT No. 6**  
**BUDGET UTILIZATION SUMMARY**  
**January 31, 2021**

<u>FUNCTION</u>	<u>#</u>	<u>MONTHS</u>	<u>BUDGET</u>	<u>EXPENDED</u>	<u>ACTUAL</u>	<u>ESTIMATE</u>	<u>2019/20 ACTUAL</u>
Instruction	1	10	\$ 33,649,375	\$ 15,961,064	47.43%	52.00%	51.06%
Administration	4	12	\$ 1,762,801	\$ 1,116,446	63.33%	58.33%	62.11%
Maintenance	5	12	\$ 5,609,070	\$ 3,043,045	54.25%	58.33%	58.00%
Transportation	7	11	\$ 1,780,849	\$ 965,660	54.22%	54.55%	56.75%
<b>Total</b>			<b>\$ 42,802,095</b>	<b>\$ 21,086,215</b>	<b>49.26%</b>	<b>53.19%</b>	<b>52.65%</b>



**BUDGET ADJUSTMENTS:**

	<u>APPROVED</u>	<u>AMENDED</u>	<u>EXISTING</u>	<u>DIFFERENCE</u>
Function 1	\$ 33,649,375	\$ -	\$ 33,649,375	\$ -
Function 4	\$ 1,762,801	\$ -	\$ 1,762,801	\$ -
Function 5	\$ 5,609,070	\$ -	\$ 5,609,070	\$ -
Function 7	\$ 1,780,849	\$ -	\$ 1,780,849	\$ -
Local Cap.	\$ 2,340,044	\$ -	\$ 2,340,044	\$ -
<b>TOTAL</b>	<b>\$ 45,142,139</b>	<b>\$ -</b>	<b>\$ 45,142,139</b>	<b>\$ -</b>

**DATE:** February 9, 2021

**TO:** Board of Trustees

**FROM:** Karen Shipka, Superintendent of Schools

**SUBJECT:** Amended Annual Budget – June 30, 2021

**ORIGINATOR:** Dale Culler, Secretary Treasurer

**REFERENCE:** Amended Annual Budget – June 30, 2021

---

#### ISSUE

In accordance with section 113 of the School Act the Minister is requiring Amended Annual Budgets to be prepared, adopted by bylaw and submitted by February 28, 2021.

#### BACKGROUND

The ministry requires school boards to account fully for how they manage and spend the government's education funding. School District Financial Reporting provides school boards with a financial reporting framework. It also works with all boards to provide them with instructions and direction on budgeting, accounting and the reporting of the funds they receive from both the ministry and other sources. Under Section 113 (1)(a) and 9109B0, each year the Board must adopt an amended annual budget for that fiscal year.

#### CURRENT SITUATION

As a part of the 2020/21 collaborative budget process, we met with all principals and senior management to review staffing and discretionary spending. We have responded to our change in enrollment from standard schools to distributed learning and homeschoolers, a reduction of international education revenue precipitated by a global health crisis, as well as the sudden and dramatic reorientation of school district services in response to COVID-19. The budget review process also aimed to ensure the alignment of budget allocations with the District Directions, district operational plans and school plan for student success.

School District No. 6 (Rocky Mountain) is estimating to receive 90.4% of its operating revenue from provincial Ministry of Education (MOE) and other grants, 2.25% from tuition, 5.4% from local capital reserves, 1.11% from prior year appropriated surplus, and 0.84% from other sources. Our most significant MOE funding increase is 8.11% in unique geographic factors. The proposed operating budget for 2020/21 is allocated to be spent on salaries and benefits 85.78%; services and supplies 7.67%; other 4.37% and utilities 2.18%.

Mr. Culler presented the Amended Annual Budget in detail to the Finance and Audit committee. They are recommending that the Board consider all three readings of the



2020/2021 Amended Annual Budget as presented.

- Statement 2 – Revenue and Expense (original signatures required once finalized)
- Statement 4 – Change in Net Financial Assets (Debt)
- Schedule 1 – Schedule of Changes in Accumulated Surplus (Deficit) by Fund
- Schedule 2 – Operating Revenue and Expense
- Schedule 2A – Schedule of Operating Revenue by Source
- Schedule 2B – Schedule of Operating Expense by Object
- Schedule 2C – Operating Expense by Function, Program and Object
- Schedule 3 – Special Purpose Revenue and Expense
- Schedule 3A – Changes in Special Purpose Funds
- Schedule 4 – Capital Revenue and Expense

### **RECOMMENDATION**

That the Board of Education of School District No.6 (Rocky Mountain) approve first, second and third and final reading of the 2020-2021 Amended Annual Budget Bylaw for fiscal year 2020-2021.

### **STRATEGIC ALIGNMNET**

Resource allocation for student success, budget monitoring and financial stewardship.

Amended Annual Budget

## **School District No. 06 (Rocky Mountain)**

June 30, 2021

# School District No. 06 (Rocky Mountain)

June 30, 2021

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

## AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 06 (ROCKY MOUNTAIN) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2020/2021 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. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 06 (Rocky Mountain) Amended Annual Budget Bylaw for fiscal year 2020/2021.
3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$52,856,616 for the 2020/2021 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021;

READ A SECOND TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021;

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**Chairperson of the Board**

**( Corporate Seal )**

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**Secretary Treasurer**

I HEREBY CERTIFY this to be a true original of School District No. 06 (Rocky Mountain) Amended Annual Budget Bylaw 2020/2021, adopted by the Board the \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

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**Secretary Treasurer**



# School District No. 06 (Rocky Mountain)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Amended Annual Budget	2020 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	3,303,438	3,310,438
Adult	0.750	3.500
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>3,304,188</b>	<b>3,313,938</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education	46,747,847	43,524,008
Tuition	1,008,900	3,361,614
Other Revenue	1,322,818	1,397,665
Rentals and Leases	47,140	80,800
Investment Income	147,075	200,325
Amortization of Deferred Capital Revenue	1,923,721	1,839,235
<b>Total Revenue</b>	<b>51,197,501</b>	<b>50,403,647</b>
<b>Expenses</b>		
Instruction	38,648,754	37,759,868
District Administration	1,795,450	1,700,449
Operations and Maintenance	8,976,187	8,674,458
Transportation and Housing	2,102,907	2,069,211
Debt Services	14,290	15,142
<b>Total Expense</b>	<b>51,537,588</b>	<b>50,219,128</b>
<b>Net Revenue (Expense)</b>	<b>(340,087)</b>	<b>184,519</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>535,450</b>	<b>98,463</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>195,363</b>	<b>282,982</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	195,363	282,982
<b>Budgeted Surplus (Deficit), for the year</b>	<b>195,363</b>	<b>282,982</b>

# School District No. 06 (Rocky Mountain)

Amended Annual Budget - Revenue and Expense  
Year Ended June 30, 2021

	2021 Amended Annual Budget	2020 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	41,244,779	41,723,037
Special Purpose Funds - Total Expense	6,769,009	5,089,074
Special Purpose Funds - Tangible Capital Assets Purchased	408,967	274,668
Capital Fund - Total Expense	3,523,800	3,407,017
Capital Fund - Tangible Capital Assets Purchased from Local Capital	910,061	833,143
<b>Total Budget Bylaw Amount</b>	<b>52,856,616</b>	<b>51,326,939</b>

Approved by the Board

Signature of the Chairperson of the Board of Education \_\_\_\_\_ Date Signed \_\_\_\_\_  
Signature of the Superintendent \_\_\_\_\_ Date Signed \_\_\_\_\_  
Signature of the Secretary Treasurer \_\_\_\_\_ Date Signed \_\_\_\_\_

# DRAFT

# School District No. 06 (Rocky Mountain)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)  
Year Ended June 30, 2021

	2021 Amended Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<b>(340,087)</b>	184,519
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(408,967)	(274,668)
From Local Capital	(910,061)	(833,143)
From Deferred Capital Revenue	(2,442,512)	(3,096,338)
District Entered	(100,000)	(399,576)
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(3,861,540)</b>	(4,603,725)
Amortization of Tangible Capital Assets	3,509,510	3,391,875
<b>Total Effect of change in Tangible Capital Assets</b>	<b>(352,030)</b>	(1,211,850)
Acquisitions of Prepaid Expenses	(50,000)	(10,000)
Use of Prepaid Expenses	100,000	10,000
	50,000	-
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>(642,117)</b>	(1,027,331)

# School District No. 06 (Rocky Mountain)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
Year Ended June 30, 2021

	<b>Operating Fund</b>	<b>Special Purpose Fund</b>	<b>Capital Fund</b>	<b>2021 Amended Annual Budget</b>
	\$	\$	\$	\$
<b>Accumulated Surplus (Deficit), beginning of year</b>	3,379,012	76,295	28,061,736	<b>31,517,043</b>
<b>Changes for the year</b>				
Net Revenue (Expense) for the year	706,775	408,967	(1,455,829)	<b>(340,087)</b>
Interfund Transfers				
Tangible Capital Assets Purchased		(408,967)	408,967	-
Local Capital	(930,061)		930,061	-
Other	(312,164)		312,164	-
<b>Net Changes for the year</b>	<b>(535,450)</b>	<b>-</b>	<b>195,363</b>	<b>(340,087)</b>
<b>Budgeted Accumulated Surplus (Deficit), end of year</b>	<b>2,843,562</b>	<b>76,295</b>	<b>28,257,099</b>	<b>31,176,956</b>

# School District No. 06 (Rocky Mountain)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense  
Year Ended June 30, 2021

	2021 Amended Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	40,567,521	39,160,896
Tuition	1,008,900	3,361,614
Other Revenue	215,493	287,360
Rentals and Leases	47,140	80,800
Investment Income	112,500	150,000
<b>Total Revenue</b>	<b>41,951,554</b>	<b>43,040,670</b>
<b>Expenses</b>		
Instruction	31,906,979	32,695,945
District Administration	1,782,800	1,687,799
Operations and Maintenance	5,778,000	5,582,941
Transportation and Housing	1,777,000	1,756,352
<b>Total Expense</b>	<b>41,244,779</b>	<b>41,723,037</b>
<b>Net Revenue (Expense)</b>	<b>706,775</b>	<b>1,317,633</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>535,450</b>	<b>98,463</b>
<b>Net Transfers (to) from other funds</b>		
Local Capital	(930,061)	(963,143)
Other	(312,164)	(452,953)
<b>Total Net Transfers</b>	<b>(1,242,225)</b>	<b>(1,416,096)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 06 (Rocky Mountain)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2021

	2021 Amended Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	39,112,369	38,294,118
ISC/LEA Recovery	(131,493)	(124,260)
Other Ministry of Education Grants		
Pay Equity	207,823	207,823
Funding for Graduated Adults		1,491
Transportation Supplement	369,399	369,399
Carbon Tax Grant		56,000
Employer Health Tax Grant		291,260
Support Staff Benefits Grant	44,902	16,400
Teachers' Labour Settlement Funding	884,489	
Early Career Mentorship Funding	70,000	
FSA Marking	8,187	8,187
Early Learning Framework Implementation	1,845	1,845
System Wide Capacity Building for MyED BC		38,633
<b>Total Provincial Grants - Ministry of Education</b>	<b>40,567,521</b>	<b>39,160,896</b>
<b>Tuition</b>		
International and Out of Province Students	1,008,900	3,361,614
<b>Total Tuition</b>	<b>1,008,900</b>	<b>3,361,614</b>
<b>Other Revenues</b>		
Funding from First Nations	131,493	124,260
Miscellaneous		
Arts in Education	7,200	7,200
Donations	9,000	24,000
Insurance Proceeds		5,000
Other	67,800	126,900
<b>Total Other Revenue</b>	<b>215,493</b>	<b>287,360</b>
<b>Rentals and Leases</b>	<b>47,140</b>	<b>80,800</b>
<b>Investment Income</b>	<b>112,500</b>	<b>150,000</b>
<b>Total Operating Revenue</b>	<b>41,951,554</b>	<b>43,040,670</b>

# School District No. 06 (Rocky Mountain)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2021

	2021 Amended Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	13,466,306	13,469,100
Principals and Vice Principals	2,720,620	2,846,093
Educational Assistants	3,444,238	2,959,899
Support Staff	3,969,541	4,034,641
Other Professionals	3,668,576	3,311,005
Substitutes	1,326,465	1,305,230
<b>Total Salaries</b>	<b>28,595,746</b>	<b>27,925,968</b>
<b>Employee Benefits</b>	<b>6,784,470</b>	<b>6,423,900</b>
<b>Total Salaries and Benefits</b>	<b>35,380,216</b>	<b>34,349,868</b>
<b>Services and Supplies</b>		
Services	1,112,671	1,017,496
Student Transportation	140,250	539,100
Professional Development and Travel	677,437	745,439
Rentals and Leases	8,600	6,900
Dues and Fees	823,816	1,959,411
Insurance	152,500	152,500
Supplies	2,049,289	2,052,323
Utilities	900,000	900,000
<b>Total Services and Supplies</b>	<b>5,864,563</b>	<b>7,373,169</b>
<b>Total Operating Expense</b>	<b>41,244,779</b>	<b>41,723,037</b>

# School District No. 06 (Rocky Mountain)

Amended Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2021

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	12,063,568	346,235	145,102	641,588	270,788	999,070	14,466,351
1.03 Career Programs							-
1.07 Library Services	153,384			131,633		3,500	288,517
1.08 Counselling	324,164						324,164
1.10 Special Education	920,457		3,263,168	12,810	502,574	109,200	4,808,209
1.30 English Language Learning	4,733						4,733
1.31 Indigenous Education			35,968		718,971	2,520	757,459
1.41 School Administration		2,367,694		282,883		25,175	2,675,752
1.61 Continuing Education		6,691					6,691
1.62 International and Out of Province Students				44,835	341,724		386,559
<b>Total Function 1</b>	<b>13,466,306</b>	<b>2,720,620</b>	<b>3,444,238</b>	<b>1,113,749</b>	<b>1,834,057</b>	<b>1,139,465</b>	<b>23,718,435</b>
<b>4 District Administration</b>							
4.11 Educational Administration					214,573		214,573
4.40 School District Governance					125,950		125,950
4.41 Business Administration					842,985		842,985
<b>Total Function 4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,183,508</b>	<b>-</b>	<b>1,183,508</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration					225,301	5,000	230,301
5.50 Maintenance Operations				2,083,508	239,378	92,500	2,415,386
5.52 Maintenance of Grounds				78,986		30,000	108,986
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,162,494</b>	<b>464,679</b>	<b>127,500</b>	<b>2,754,673</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration					75,851	2,500	78,351
7.70 Student Transportation				693,298	110,481	57,000	860,779
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>693,298</b>	<b>186,332</b>	<b>59,500</b>	<b>939,130</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>13,466,306</b>	<b>2,720,620</b>	<b>3,444,238</b>	<b>3,969,541</b>	<b>3,668,576</b>	<b>1,326,465</b>	<b>28,595,746</b>



# School District No. 06 (Rocky Mountain)

Amended Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2021

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Amended Annual Budget	2020 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	14,466,351	3,297,354	17,763,705	1,320,260	19,083,965	19,386,189
1.03 Career Programs	-		-	8,100	8,100	33,475
1.07 Library Services	288,517	74,952	363,469	147,654	511,123	476,926
1.08 Counselling	324,164	76,368	400,532	8,250	408,782	375,219
1.10 Special Education	4,808,209	1,302,929	6,111,138	241,094	6,352,232	5,577,482
1.30 English Language Learning	4,733	1,115	5,848	1,350	7,198	25,406
1.31 Indigenous Education	757,459	203,831	961,290	118,288	1,079,578	1,013,774
1.41 School Administration	2,675,752	566,937	3,242,689	132,264	3,374,953	2,959,367
1.61 Continuing Education	6,691	1,357	8,048		8,048	7,109
1.62 International and Out of Province Students	386,559	78,420	464,979	608,021	1,073,000	2,840,998
<b>Total Function 1</b>	<b>23,718,435</b>	<b>5,603,263</b>	<b>29,321,698</b>	<b>2,585,281</b>	<b>31,906,979</b>	<b>32,695,945</b>
<b>4 District Administration</b>						
4.11 Educational Administration	214,573	54,788	269,361	22,639	292,000	292,999
4.40 School District Governance	125,950	3,000	128,950	76,850	205,800	205,800
4.41 Business Administration	842,985	193,756	1,036,741	248,259	1,285,000	1,189,000
<b>Total Function 4</b>	<b>1,183,508</b>	<b>251,544</b>	<b>1,435,052</b>	<b>347,748</b>	<b>1,782,800</b>	<b>1,687,799</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	230,301	55,521	285,822	142,300	428,122	491,486
5.50 Maintenance Operations	2,415,386	616,020	3,031,406	988,418	4,019,824	3,772,848
5.52 Maintenance of Grounds	108,986	24,462	133,448	129,500	262,948	288,001
5.56 Utilities	-		-	1,067,106	1,067,106	1,030,606
<b>Total Function 5</b>	<b>2,754,673</b>	<b>696,003</b>	<b>3,450,676</b>	<b>2,327,324</b>	<b>5,778,000</b>	<b>5,582,941</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	78,351	17,883	96,234	18,867	115,101	111,250
7.70 Student Transportation	860,779	215,777	1,076,556	585,343	1,661,899	1,645,102
<b>Total Function 7</b>	<b>939,130</b>	<b>233,660</b>	<b>1,172,790</b>	<b>604,210</b>	<b>1,777,000</b>	<b>1,756,352</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>28,595,746</b>	<b>6,784,470</b>	<b>35,380,216</b>	<b>5,864,563</b>	<b>41,244,779</b>	<b>41,723,037</b>

# School District No. 06 (Rocky Mountain)

Amended Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2021

	<u>2021 Amended Annual Budget</u>	<u>2020 Amended Annual Budget</u>
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	6,065,326	4,248,112
Other Revenue	1,107,325	1,110,305
Investment Income	5,325	5,325
<b>Total Revenue</b>	<u>7,177,976</u>	<u>5,363,742</u>
<b>Expenses</b>		
Instruction	6,741,775	5,063,923
District Administration	12,650	12,650
Operations and Maintenance	14,584	12,501
<b>Total Expense</b>	<u>6,769,009</u>	<u>5,089,074</u>
<b>Net Revenue (Expense)</b>	<u>408,967</u>	<u>274,668</u>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(408,967)	(274,668)
<b>Total Net Transfers</b>	<u>(408,967)</u>	<u>(274,668)</u>
<b>Budgeted Surplus (Deficit), for the year</b>	<u>-</u>	<u>-</u>

**School District No. 06 (Rocky Mountain)**

Amended Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2021

	Annual Facility Grant	Learning Improvement Fund	Aboriginal Education Technology	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	40,607	26,022	2,595	39,926	34,647	1,115,143	39,478	64,670	5,135
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	195,806	142,508					96,000	15,435	91,707
Other					8,450	1,097,500			
Investment Income					2,825	2,500			
	195,806	142,508	-	-	11,275	1,100,000	96,000	15,435	91,707
<b>Less:</b> Allocated to Revenue	236,413	168,530	2,595	10,000	12,650	1,100,000	96,000	28,105	96,842
<b>Deferred Revenue, end of year</b>	-	-	-	<b>29,926</b>	<b>33,272</b>	<b>1,115,143</b>	<b>39,478</b>	<b>52,000</b>	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	236,413	168,530	2,595	10,000			96,000	28,105	96,842
Other Revenue					9,825	1,097,500			
Investment Income					2,825	2,500			
	236,413	168,530	2,595	10,000	12,650	1,100,000	96,000	28,105	96,842
<b>Expenses</b>									
Salaries									
Teachers									13,261
Principals and Vice Principals									
Educational Assistants		129,705							
Support Staff									
Other Professionals									
Substitutes								11,200	
	-	129,705	-	-	-	-	-	11,200	13,261
Employee Benefits		38,825						1,905	3,124
Services and Supplies	14,584				12,650	1,100,000	96,000	15,000	80,457
	14,584	168,530	-	-	12,650	1,100,000	96,000	28,105	96,842
<b>Net Revenue (Expense) before Interfund Transfers</b>	221,829	-	2,595	10,000	-	-	-	-	-
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased	(221,829)		(2,595)	(10,000)					
	(221,829)	-	(2,595)	(10,000)	-	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

**School District No. 06 (Rocky Mountain)**

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Safe Return to School Grant	Federal Safe Return to Class Fund	TOTAL
<b>Deferred Revenue, beginning of year</b>	\$ 57,388	\$	\$	\$ 4,102	\$ 29,673	\$ 24,840	\$	\$	\$ 1,484,226
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	391,904	193,470	3,170,506	8,455	55,000	19,000	291,299	1,257,192	5,928,282
Other									1,105,950
Investment Income									5,325
	391,904	193,470	3,170,506	8,455	55,000	19,000	291,299	1,257,192	7,039,557
<b>Less:</b> Allocated to Revenue	449,292	193,470	3,170,506	12,557	38,165	14,360	291,299	1,257,192	7,177,976
<b>Deferred Revenue, end of year</b>	-	-	-	-	46,508	29,480	-	-	1,345,807
<b>Revenues</b>									
Provincial Grants - Ministry of Education	449,292	193,470	3,170,506	12,557	38,165	14,360	291,299	1,257,192	6,065,326
Other Revenue									1,107,325
Investment Income									5,325
	449,292	193,470	3,170,506	12,557	38,165	14,360	291,299	1,257,192	7,177,976
<b>Expenses</b>									
Salaries									
Teachers	73,565		2,566,021					431,878	3,084,725
Principals and Vice Principals								66,911	66,911
Educational Assistants	32,654				21,839				184,198
Support Staff							122,697	27,026	149,723
Other Professionals	239,959	43,706							283,665
Substitutes		111,582				8,000		48,000	178,782
	346,178	155,288	2,566,021	-	21,839	8,000	122,697	573,815	3,948,004
Employee Benefits	91,114	28,182	604,485		6,326	1,360	33,337	131,864	940,522
Services and Supplies	12,000	10,000		12,557	10,000	5,000	110,722	401,513	1,880,483
	449,292	193,470	3,170,506	12,557	38,165	14,360	266,756	1,107,192	6,769,009
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	-	-	-	-	24,543	150,000	408,967
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased							(24,543)	(150,000)	(408,967)
	-	-	-	-	-	-	(24,543)	(150,000)	(408,967)
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

# School District No. 06 (Rocky Mountain)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense  
Year Ended June 30, 2021

	2021 Amended Annual Budget			2020 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Provincial Grants				
Ministry of Education	115,000		<b>115,000</b>	115,000
Investment Income		29,250	<b>29,250</b>	45,000
Amortization of Deferred Capital Revenue	1,923,721		<b>1,923,721</b>	1,839,235
<b>Total Revenue</b>	<b>2,038,721</b>	<b>29,250</b>	<b>2,067,971</b>	1,999,235
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	3,183,603		<b>3,183,603</b>	3,079,016
Transportation and Housing	325,907		<b>325,907</b>	312,859
Debt Services				
Capital Lease Interest		14,290	<b>14,290</b>	15,142
<b>Total Expense</b>	<b>3,509,510</b>	<b>14,290</b>	<b>3,523,800</b>	3,407,017
<b>Net Revenue (Expense)</b>	<b>(1,470,789)</b>	<b>14,960</b>	<b>(1,455,829)</b>	(1,407,782)
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	408,967		<b>408,967</b>	274,668
Local Capital		930,061	<b>930,061</b>	963,143
Capital Lease Payment		312,164	<b>312,164</b>	452,953
<b>Total Net Transfers</b>	<b>408,967</b>	<b>1,242,225</b>	<b>1,651,192</b>	1,690,764
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	910,061	(910,061)	-	
Principal Payment				
Capital Lease	297,874	(297,874)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>1,207,935</b>	<b>(1,207,935)</b>	-	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>146,113</b>	<b>49,250</b>	<b>195,363</b>	282,982



**DATE:** January 28, 2021

**TO:** Board of Trustees

**FROM:** Karen Shipka, Superintendent of Schools

**SUBJECT:** 2019-2020 5 and 6 year Dogwood Completion Rates

**ORIGINATOR:** Steve Wyer, Assistant Superintendent

**ISSUE**

That the Board of Education receive an update on the Dogwood completion rates from the 2019-20 school year.

**BACKGROUND**

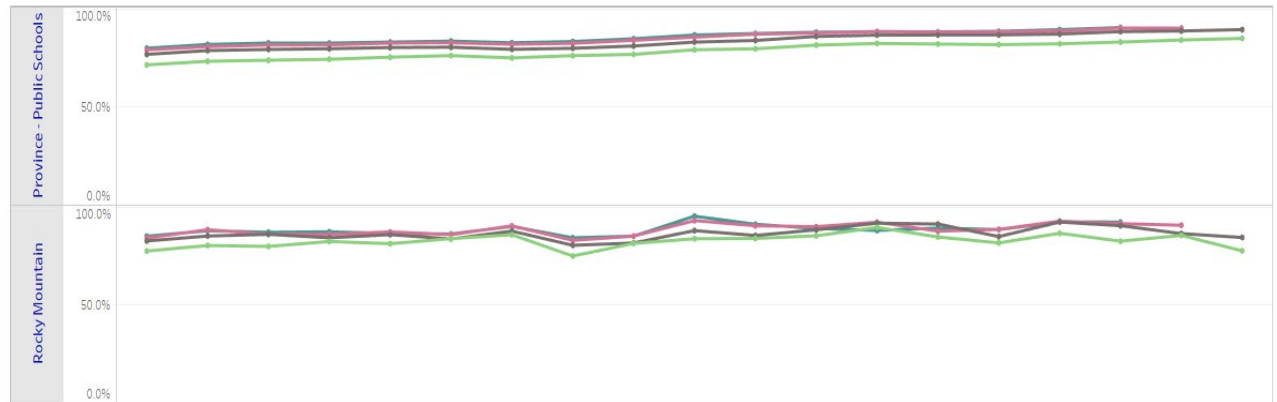
Dogwood Completion rates are shared annually for the previous school year with school districts through a BC Ministry of Education SharePoint site. The completion rate dashboard allows a district to compare school district completion rates over time and against the provincial completion rates. Furthermore, we can use these rates to gain insight into our overall success rate for different student populations.

**CURRENT SITUATION**

The 5 year completion rate measures the number of students who complete the graduation program within five years after entering grade 8. Our data shows that 78% of the students in Rocky Mountain are completing in 5 years. The 6 year completion rate measures the number of students who complete the graduation program within six year after entering grade 8. Our data shows that 85% of the students in Rocky Mountain are completing in 6 years. Both of these rates reflect performance lower than the provincial average. Also reflected in these data is a downward trend in completion rates within the district over a three-year trend. The last time the completion rate dropped below 80% was in 2008-2009.

YEAR	DISTRICT 5 YEAR COMPLETION	PROVINCIAL 5 YEAR COMPLETION	DISTRICT 6 YEAR COMPLETION	PROVINCIAL 6 YEAR COMPLETION
2019-20	78%	85%	85%	90%
2018-19	86%	84%	87%	89%
2017-18	82%	83%	91%	89%
2016-17	87%	82%	92%	87%
2015-16	82%	82%	85%	87%

	2017/2018				2018/2019				2019/2020			
	5 Year Completion Rate	6 Year Completion Rate	7 Year Completion Rate	8 Year Completion Rate	5 Year Completion Rate	6 Year Completion Rate	7 Year Completion Rate	8 Year Completion Rate	5 Year Completion Rate	6 Year Completion Rate	7 Year Completion Rate	8 Year Completion Rate
Province - Public Schools	83.2%	88.5%	90.3%	90.6%	84.2%	88.8%	90.3%		85.1%	89.6%		
Rocky Mountain	82.6%	90.5%	91.6%	92.4%	85.6%	86.5%	90.8%		77.7%	84.5%		

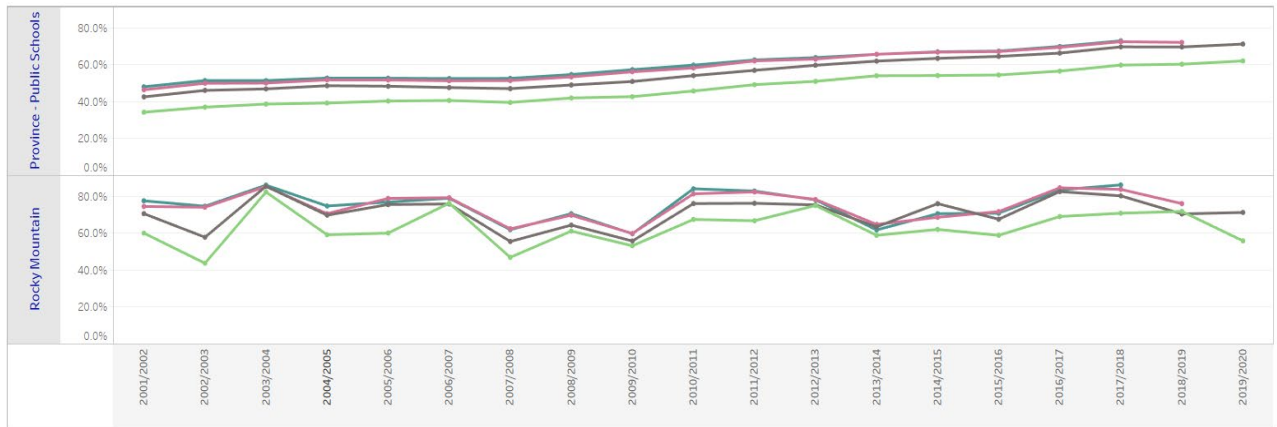


The 5-year completion rates for non-Indigenous and Indigenous learners are 85% and 56% respectively for 2019-2020. For the Indigenous learners this represents a difference of 16% from the previous year's 72% and our lowest rate for Indigenous learners since 2007. The good news is that our 6-year completion rate for Indigenous learners improved in 2019-2020.

Overall, our 5-year completion rate for all groups of learners reflects a downward trend.

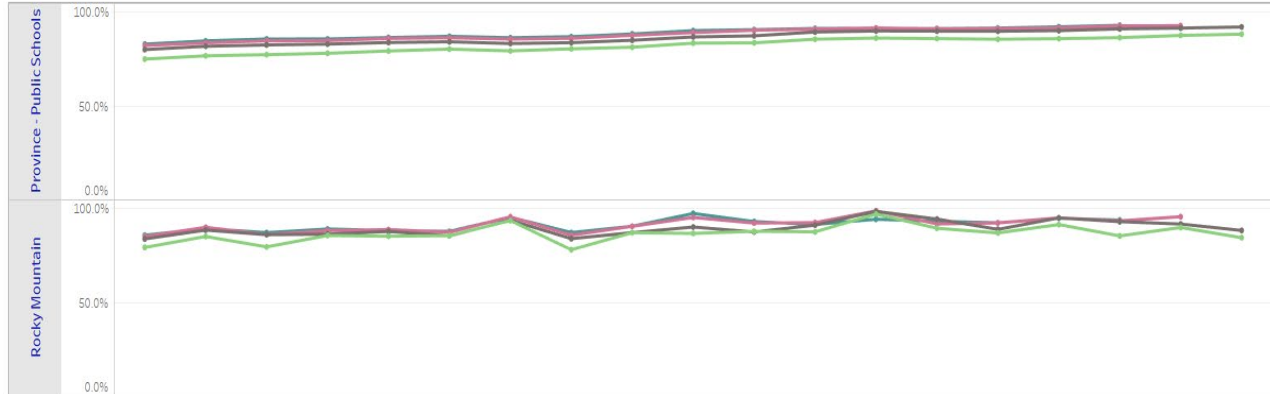
### Indigenous Learner Completion Rates

	2017/2018				2018/2019				2019/2020			
	5 Year Completion Rate	6 Year Completion Rate	7 Year Completion Rate	8 Year Completion Rate	5 Year Completion Rate	6 Year Completion Rate	7 Year Completion Rate	8 Year Completion Rate	5 Year Completion Rate	6 Year Completion Rate	7 Year Completion Rate	8 Year Completion Rate
Province - Public Schools	59.7%	69.6%	72.4%	72.9%	60.2%	69.5%	72.0%		62.0%	71.1%		
Rocky Mountain	70.7%	80.1%	83.6%	86.0%	71.7%	70.3%	75.9%		55.8%	71.1%		



**Non Indigenous Learner Completion Rates**

	2017/2018				2018/2019				2019/2020			
	5 Year Completion Rate	6 Year Completion Rate	7 Year Completion Rate	8 Year Completion Rate	5 Year Completion Rate	6 Year Completion Rate	7 Year Completion Rate	8 Year Completion Rate	5 Year Completion Rate	6 Year Completion Rate	7 Year Completion Rate	8 Year Completion Rate
Province - Public ..	86.5%	91.2%	92.8%	93.1%	87.7%	91.6%	92.9%		88.4%	92.2%		
Rocky Mountain	85.6%	93.1%	93.6%	94.0%	90.1%	91.9%	95.8%		84.6%	88.5%		



**IMPLICATIONS**

School completion is an indicator of overall future [happiness, success, and health](#) for students. These rates help us to direct our future strategies and priorities to avert negative trending rates. The overall implications for district staff are to find the explanation for the reported trends and plan immediate intervention for the 2020-2021 school year.

There are other implications for our system; the most important being a comparison with other data for the same group of students. If we look back at the evidence of learning in grade 7 for this same group of students, a prediction of completion rates shows a much higher predicted completion rate than what is reported. This implies that there is something happening with this group of students between grade 7 and school completion.

**CONCLUSION**

When we interpret this data, it is important to keep in mind the size of the graduating cohorts. Rocky Mountain graduates under 300 students across the district each year. This means that any changes in the completion rates for students is reflected as dramatic fluctuations in percentage rates.

The Senior Team has a meeting planned with the secondary principals to dig deeper into data, to explore reasons for non-completion. Once we better understand the issues, we will plan supports for the immediate school year to affect a short-term positive adjustment in these rates.

**STRATEGIC ALIGNMENT**

Rocky Mountain is a research based, collaborative learning community  
 Rocky Mountain has a commitment to quality results  
 Rocky Mountain has a commitment to education and the development of responsible learner.



**DATE:** January 28, 2021

**TO:** Board of Trustees

**FROM:** Karen Shipka, Superintendent of Schools

**SUBJECT:** Public Engagement Results – School Calendar 2022-23, 2023-24

**ORIGINATOR:** Steve Wyer

**REFERENCE:** Microsoft Forms Survey on Public Engagement – School Calendars,  
[School Act Regulation](#)

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#### ISSUE

The Board of Education receive information from the 60-day public engagement process on DRAFT calendars for 2022-23, 2023-24 school years.

#### BACKGROUND

At the December meeting of the Board of Education, the Board of Education approved a motion to accept a change to the process for approving calendars . The new process is to approve the upcoming year calendar and to approve two additional calendars in principle. This change will provide families, staff and community with a three year calendar projection. According to School Act, Calendar Regulation, the Board of Education is required to seek input on proposed calendars. A ipublic engagement process was initiated in December, in the form of an online survey to seek input on the proposed 2022-23, 2023-24 DRAFT calendars. School principals have sent out the survey three times to the school communities for input. The survey was also sent to the two Unions that support the District. The Board of Education sought specific input related to two questions:

1. Does the public favour an alignment of Spring Break with SD 5 (South East Kootenay)?
2. Does the public, in each year, favour an early or later Winter Break?

The Survey closed on February 4<sup>th</sup>.

#### CURRENT SITUATION

The majority of respondents opted for the early dismissal for winter break and the majority of the respondents were not in favour of trying to align our Spring Break with School District 5. An advisory point to consider related to question 3 is that many families who completed this survey are not significantly affected by this decision going either way. However, there are many comments from families in the Kimberley area who feel strongly about the importance of break alignment with SD 5.

1. For the school calendar year 2022-2023 there is an option for an early winter break or a later winter break. Please indicate your preference.

[More Details](#)

- Winter break December 19 - s... 389
- Winter break December 26 - s... 270



2. For the school calendar year 2023-2024 there is an option for an early winter break or a later winter break. Please indicate your preference.

[More Details](#)

- Winter Break December 18 - s... 352
- Winter Break December 25 - s... 304
- Other 1



3. In some years it is possible to align the Spring Break in SD6 with the Spring Break in School District 5 (Southeast Kootenay). In years where this is possible, please indicate if this is your preference.

[More Details](#)

- Yes 284
- No 350



Comments offered in the long form section of the survey generally reflected the split of responses to the questions above. However, noted below are new ideas shared through the long form response invitation in the survey.

1. There are a few questions arising about how the number of days are determined in each year.
2. Attach non-instructional days to long weekends.
3. Move all non-instructional days into the instructional year.
4. For question three, there was no option to choose "N/A". This resulted in some comments saying that they chose an answer but did not have a preference either way.
5. Begin winter break mid-week rather than always on a Friday.
6. One week during Remembrance week and the other at Spring Break.
7. Consider the hardship to support staff during two-week breaks. Not enough holidays to be paid through.
8. Align breaks with Alberta

## CONCLUSION

The survey provides the Board of Education with data that reflects the needs/desires of the communities they serve allowing them to make an informed decision on the structure of the future calendars.



**RECOMMENDATION:**

That the Board of Education approve in principle the calendars for the 2022-23, 2023-24 school years that reflect the results of the survey showing the early Winter Break and the historical Spring Break at the last two weeks of March.

**MOTION:**

That the Board of Education approve in principle the calendars for the 2022-23, 2023-24 school years as presented.

**STRATEGIC ALIGNMENT**

Rocky Mountain School District values collaboration and open communication.



# SCHOOL DISTRICT NO. 6 (Rocky Mountain)

620 - 4th Street, P.O. Box 430  
Invermere, B.C. V0A 1K0

Corporate Board Office

P: (250) 342-9243

F: (250) 342-6966

## 2022-2023 SCHOOL CALENDAR DRAFT

Note: NIDs may change as they are subject to agreement by RMTA

### JULY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Canada Day - Jul 1 instructional days 0

### AUGUST

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Civic Holiday - Aug 1 Non-Instructional Day- (Ministry Day) - Aug 31 (for Pro-D),

### SEPTEMBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Labour Day - Sep 5 Back to School - Sep 6  
Non-Instructional Days- (Ministry Days) - Sept 1 & 2 (for Pro-D) instructional days 19

### OCTOBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Thanksgiving - Oct 10 Non-Instructional Day (for Pro-D, PSA) - Oct 21  
instructional days 19

### NOVEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Remembrance Day - Nov 11 instructional days 21

### DECEMBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Christmas/Boxing Day - Dec 25/26 (Dec. 27 in lieu)  
Christmas Break - Dec 19 - Dec 30 instructional days 12

### JANUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

New Year's Day - Jan 1 (Jan. 2 in lieu)  
School reopens - Jan 3 instructional days 21

### FEBRUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

Non-Instructional Day (for Pro-D) - Feb 13  
Family Day - Feb 20 instructional days 18

### MARCH

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Spring Break - Mar 20 - 31 instructional days 13

### APRIL

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

School Reopens - April 3 Good Friday- Apr 7  
Easter Monday - Apr 10 Non-Instructional Day (for Pro-D- RSA) - Apr 17  
instructional days 17

### MAY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Victoria Day - May 22 instructional days 22

### JUNE

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Last day of school for students - Jun 29  
Administrative Day - Jun 30 instructional days 21

#### LEGEND:

- Instructional Days
- Non-Instructional Days
- Statutory Holidays

Hours of Instruction Offered:  
Kindergarten: 853  
Grades 1-7: 878  
Grades 8-12: 952

Days of Instruction: 183  
Non-Instructional Days: 7



**SCHOOL DISTRICT NO. 6 (Rocky Mountain)**

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**2023-2024 SCHOOL CALENDAR DRAFT**

Note: NIDs may change as they are subject to agreement by RMTA

**JULY**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Canada Day - Jul 1 instructional days 0

**AUGUST**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Civic Holiday - Aug 7  
Non-Instructional Days - (Ministry Day, Pro-D) Aug 30 & 31 instructional days 0

**SEPTEMBER**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Non-Instructional Day- (Pro-D) - Sept 1  
Labour Day - Sep 4 Back to School - Sep 5  
instructional days 19

**OCTOBER**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Thanksgiving - Oct 9 Non-Instructional Day (for  
Pro-D, PSA) - Oct 20 instructional days 20

**NOVEMBER**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Remembrance Day - Nov 11 (Nov. 13 in lieu) instructional days 21

**DECEMBER**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Christmas/Boxing Day - Dec 25/26  
Christmas Break - Dec 18 - 29 instructional days 11

**JANUARY**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

New Year's Day - Jan 1 School Reopens - Jan 2  
instructional days 22

**FEBRUARY**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

Non-Instructional Day (for Pro-D) - Feb 12  
Family Day - Feb 19 instructional days 19

**MARCH**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Spring Break - Mar 18 -28 Good Friday - Mar 29  
instructional days 11

**APRIL**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
20	22	23	24	25	26	27
28	29	30				

Easter Monday - April 1 School Reopens - Apr 2  
Non-Instructional Day (for Pro-D- RSA) - Apr 15 instructional days 20

**MAY**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Victoria Day - May 20 instructional days 22

**JUNE**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Last day of school for students - Jun 27  
Administrative Day - Jun 28 instructional days 19

**LEGEND:**

- Instructional Days
- Non-Instructional Days
- Statutory Holidays

Hours of Instruction Offered:  
Kindergarten: 853 Grade 1-7: 878 Grades 8-12: 952

Days of Instruction: 184  
Non-Instructional Days: 7



**DATE:** February 1, 2021

**TO:** Board of Trustees

**FROM:** Karen Shipka, Superintendent of Schools

**SUBJECT:** Employee and Family Assistance Program Update

**ORIGINATOR:** Steve Wyer, Assistant Superintendent

**REFERENCE:**

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#### ISSUE

The Board of Education will receive an update about the district's employee and family assistance program.

#### BACKGROUND

The Family Employee Assistance Program (EFAP), as per the collective agreements governing our relationship with CUPE and RMT and through exempt employee contracts, Rocky Mountain School District supports its employees with the short-term supports required to address multiple types of family issues including mental wellness, relationship supports, or other personally important matters. BCI Consultants, out of Burnaby, provide us with a yearly contract paid in four terms. Our employee usage of the program has been on the rise prior to the pandemic. 2018-2019 was our highest usage period prior to the pandemic.

#### CURRENT SITUATION

The global pandemic has resulted in increased levels of stress resulting in the need for increased mental health supports. During the last two financial quarters, our EFAP visits by employees has exceeded the amount stipulated in the contract with the provider. The lasting effects of the pandemic on all employees will likely create an increased need for EFAP program supports through the remainder of this year and next. This District will look to expanding and expanding its contract with its EFAP provider so that employees will have access to additional supports.

#### FINANCIAL IMPLICATIONS

The employer pays an increased premium for service beyond our contracted agreement. Since the beginning of the current pandemic, we have seen an increase of approximately 20% of the total yearly cost of the EFAP program after two quarters of the current fiscal year.



## CONCLUSION

The District will continue to monitor employee access to the EFAP program and make the necessary adjustments to the contract so that all employees will have access to the supports and services they require.

## STRATEGIC ALIGNMNET

Rocky Mountain School District...

- is a safe, caring and healthy place to work and learn



**DATE:** February 1, 2021  
**TO:** Board of Trustees  
**FROM:** Karen Shipka, Superintendent of Schools  
**SUBJECT:** Equity In Action Update  
**ORIGINATOR:** Steve Wyer, Assistant Superintendent  
**REFERENCE:**

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## ISSUE

The Board of Education will receive an update on the progress of our Equity in Action Project.

## BACKGROUND

The Equity in Action (EA) project is a collaborative partnership between School District 6 and the Ministry of Education Learning Division. The project is designed to achieve greater equity for Indigenous learners. Beginning in the fall, a group of planners representing all stakeholders in the district met to begin the development of a scan of current levels of equity within our school district.

## CURRENT SITUATION

Recently, a subset of the EA committee came together to frame some specific questions to ask our employees, parents, and our community partners. These questions scan realities in four areas.

1. The Learning Profile
  - a. This includes the measurement of objectives and success for Indigenous learners
2. Policy and Governance
  - a. This area is about how district policy and governance structures promote equity in the specifics of their work, such as policy, and engagement.
3. Pedagogy: Teaching and Instruction
  - a. This section is about what equity looks like in the instruction and learning throughout the school district
4. Learning Environments
  - a. This section is about how equitable classrooms and schools. It has to do with the look, appearance, and general activity within the school space.

## FINANCIAL IMPLICATIONS

The district has been supporting this project with minimal amounts of release time in order to



complete this work. Signing on to the project came with a \$4,000 grant commitment from the Ministry.

## IMPLICATIONS

We are currently at a point where we can begin scanning members of our leadership group. The scan meetings are scheduled for February 4 (Golden), February 10 (Kimberley) and February 12 (Windermere). Additional dates are planned to complete a scanning activity with all Aboriginal Education Support Workers. Once these are completed, we will begin compiling the information into a report.

The team has also been working with our Indigenous Partners to determine the best way to engage fully with the Indigenous communities. The pandemic has made this task very challenging and may delay the achievement of this task until a time when we are able to meet face to face with these groups.

The measurable objective is to produce an actionable plan by September to begin to remove barriers to equity in our school communities.

## CONCLUSION

This important Ministry of Education initiative is designed to assist school districts in initiating a collaborative approach to improve the learning experience for our Indigenous students. The Equity in Action project will result in measureable outcomes and strategies to improve the experience for Indigenous learners in SD6.

## STRATEGIC ALIGNMNET

Rocky Mountain School District...

- Honours diversity and inclusion
- Is a research based, collaborative learning community

**DATE:** February 9, 2021

**TO:** Board of Trustees

**FROM:** Karen Shipka, Superintendent of Schools

**SUBJECT:** Early Learning

**ORIGINATOR:** Viveka Johnson

**REFERENCE:** <https://news.gov.bc.ca/files/EDUC-Whiteside-mandate.pdf>

<https://bcpsea.bc.ca/wp-content/uploads/2020/03/06-SL-CUPE-Local-440-Collective-Agreement-2019-2022-compressed-size.pdf>

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**ISSUE:**

That the Board of Education receive an update on the status of the new Ministry mandate to oversee Child Care programs in BC.

**BACKGROUND:**

Currently, British Columbia is one of the few provinces that does not oversee Child Care. The new NDP government, as stated in the Minister's mandate letter, will be moving this portfolio from the Ministry of State for Child Care and the Ministry of Children and Family Development to the Ministry of Education by 2023.

**CURRENT SITUATION:**

The Ministry of Education has been running a pilot program focused on early learning; an example is StrongStart and Strengthening Early Years to Kindergarten Transition. The Ministry of Education (MOE) currently does not have jurisdiction/governance over day care facilities which is part of the new mandate. Schools currently do not have early access to future students unless families have participated in StrongStart or Ready Set Learn programs. Most often the district will not know the student population until they are registered in a Kindergarten program. Early Learning opportunities in schools has the potential to identify learning needs earlier and to begin early intervention strategies giving kids a better start to the K-12 learning experience.

As the Early Learning Framework, as it is implemented across the province it will provide a solid foundation that will support early childhood development encompassing children from 0-8 years of age. The shift will be from merely providing child care options for families to creating early learning environments with equitable access to child care and pre-school options for all families.

What we have learned so far is that programs can take many forms. The District could choose to offer before and after school care to the current student population, providing them with endless day care. It could choose to offer early learning programs for children who are 3 and 4 years of age or full day care services for children from birth until they enter school or any combination of the above.

There are significant opportunities that will arise as well such as the opportunity for a partnership with



College of the Rockies offer Early Childhood Education dual credit courses in our high schools. Early identification of learning needs and early intervention and easier access to quality child care for parents. There are however many things to consider as we think about the possibilities. There would be significant implications on both facilities, staffing, funding and overall logistics. There are many conversations that are just beginning that will require coordination and attention and may require staffing.

**FINANCIAL IMPLICATIONS:**

The MOE is currently developing the plan for this new initiative so little is known at this time. That said, a proactive approach to determining what kind of programs that SD6 might offer given our current context will be necessary.

**CONCLUSION:**



With the MOE assuming responsibility for Early Learning by 2023, SD6 will need to engage in proactive conversations regarding the implementation of Early Learning initiatives. Exploring options early will position the district to implement new program offerings easily.

**STRATEGIC ALIGNMENT:**

Rocky Mountain School District ...

- Develops academic and practical skills for lifelong success

## February 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9 Board of Education Meeting, video-conference from 3 Zone Offices 6:00 pm In-Camera 7:00 pm Regular	10	11	12	13
14 	15 	16	17	18 District Technology Advisory Committee Meeting, Virtual, 8:30 a.m.	19	20 BCSTA Provincial Council Meeting, Virtual, 8:30 a.m.
21	22 Non-Instructional Day for Professional Development	23 Policy Committee Meeting, teleconference, 5:00 p.m.	24	25	26	27
28						

## March 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 Labour Relations Committee Meeting, teleconference 8:30 am	3	4	5	6
7	8	9 Board of Education Meeting, video-conference from 3 Zone Offices 6:00 pm In-Camera 7:00 pm Regular	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			