

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

School District No. 6 (Rocky Mountain) resides in the traditional unceded shared territory of the  
Ktunaxa and Secwépemc peoples and the chosen home of the Métis.

**Location:** Virtual Meeting  
**Date:** 2022-01-11  
**Time:** 7:00 p.m.  
**To:** Trustees, Senior Leadership Team

**1. CALL TO ORDER**

**2. ACKNOWLEDGEMENT OF TERRITORY**

**3. ADDITIONS AND APPROVAL OF AGENDA**

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

- 4.1 Regular Board Meeting of December 14, 2021
- 4.2 Synopsis of In-Camera Meeting of December 14, 2021 (Alan Rice)

**5. PRESENTATIONS**

**6. MATTERS ARISING FROM THE MINUTES**

**7. STRATEGIC AND POLICY ISSUES**

- 7.1 Policy Development – Nil; as a result of winter break
  - 7.1.1 Third Reading – Nil
  - 7.1.2 Second Reading – Nil
  - 7.1.3 First Reading – Nil

**8. OPERATIONAL ISSUES**

**9. REPORTS**

- 9.1 Budget Utilization Summary to December 31, 2021 (Alan Rice) \*
- 9.2 District vice principals update (Steve Wyer)\*
- 9.3 BC School Trustees Association (Jane Fearing)
- 9.4 BC School Trustees Association, Kootenay Boundary Branch (Rhonda Smith)
- 9.5 BC Public Schools Employers Association (Sandra Smaill)

## **10. INFORMATION ITEMS**

10.1 January and February 2022 Calendar

## **11. FORTHCOMING EVENTS**

- |               |  |
|---------------|--|
| 2022.01.13    | BCPSEA Budget Meeting, Conference Call, 1:30 p.m. (PST)  |
| 2022.01.24    | Finance and Audit Committee Meeting, Teleconference, 6:30 p.m.   |
| 2022.01.25    | Policy Committee Meeting, Teleconference, 4:30 p.m.  |
| 2022.01.27-28 | BCPSEA AGM, Virtual  |
| 2022.02.08    | Labour Relations Committee Meeting, Teleconference, 12:30 p.m.   |
| 2022.02.08    | Board of Education Meeting, Video Conference from Zone Offices <ul style="list-style-type: none"><li>• In-Camera 6:00, p.m.</li><li>• Regular Meeting, 7:00 p.m.</li></ul> |

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

## **13. ADJOURNMENT**

\* attachment

**DATE:** January 11, 2021  
**TO:** Board of Trustees  
**FROM:** Alan Rice, Secretary Treasurer  
**SUBJECT:** Budget Utilization Summary – December 31, 2021  
**ORIGINATOR:** Alan Rice  
**REFERENCE:** Budget Utilization Summary - December



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**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: increase of approximately \$1,955,000 from prior year. Primarily attributable to increase in salaries and benefits, and homestay fees. Actual amount are consistent with budgeted with a variance of 0.40% below estimated.

Administration: increase of approximately \$21,000 from prior year. Primarily attributable to increases in travel and services. Actual amount are consistent with budgeted with a variance of 0.78% greater than expected. There are a large number of fees and dues which are paid at the beginning of the fiscal year verses straight-line expenses.

Operations and Maintenance: increase of approximately \$226,000 from prior year. Primarily attributable to supplies, utilities and services. Actual amount are consistent with budgeted with a variance of 2.82% lower than expected. Moving into colder months we anticipate an increase to utilities and snow clearing.

Transportation and Housing: increase of approximately \$49,000 from prior year. Attributable to resumption of travel and bus trips and supplies. Actual amount are consistent with budgeted with a variance of 1.35% greater than expected. Maintenance on busses fluctuates throughout the year and depends on emergent issues.

**CONCLUSION**

Expenditures to date are in line with budgeted and greater than the prior year for the same timeframe.

**RECOMMENDATION**

Continue to monitor on a monthly basis.

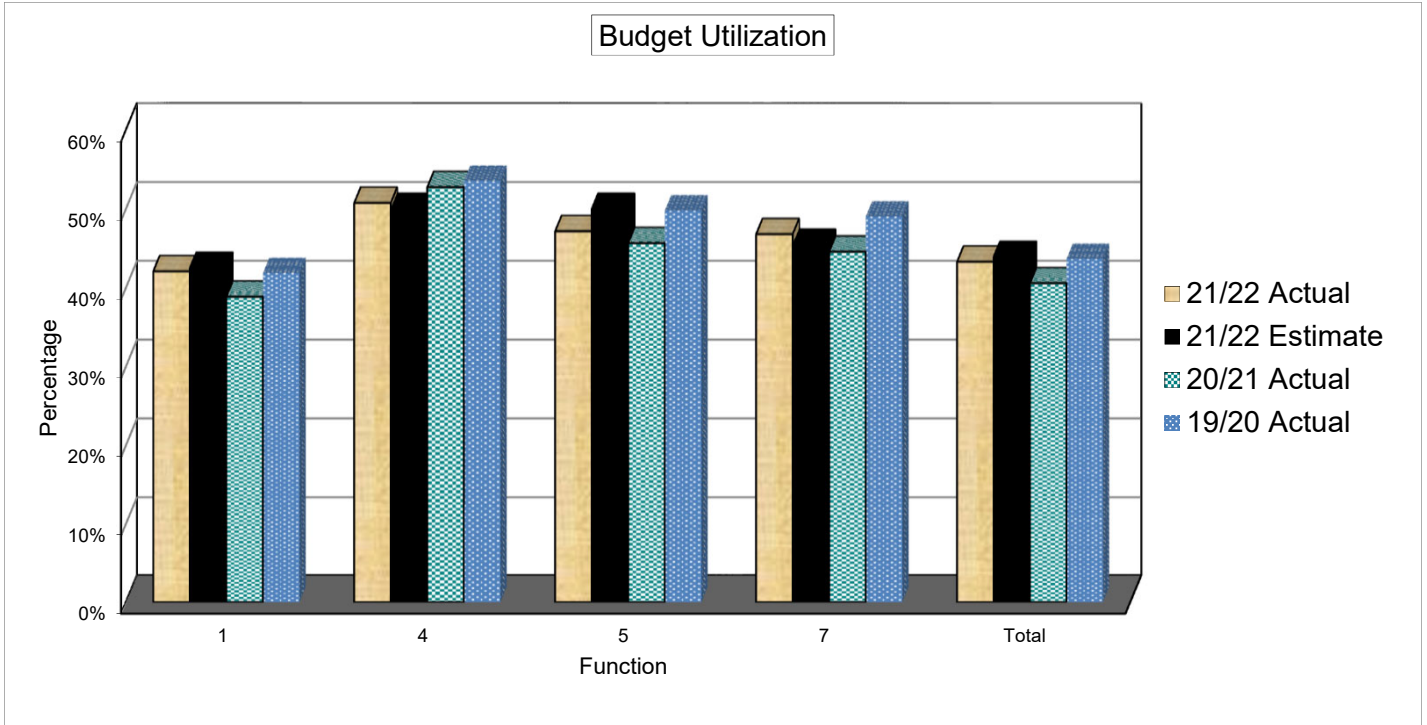
**STRATEGIC ALIGNMENT**

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



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

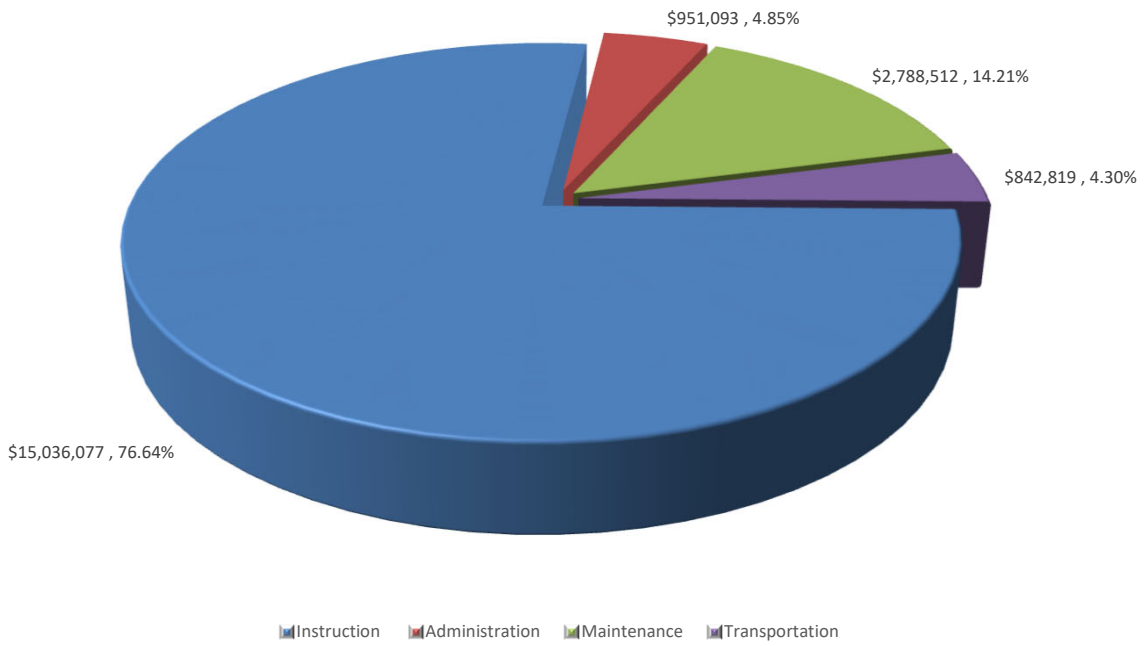
<u>FUNCTION</u>	<u>#</u>	<u>MONTHS</u>	<u>BUDGET</u>	<u>EXPENDED</u>	<u>ACTUAL</u>	<u>ESTIMATE</u>	<u>2020/21 ACTUAL</u>
Instruction	1	10	\$ 35,716,684	\$ 15,036,077	42.10%	42.50%	38.87%
Administration	4	12	\$ 1,872,894	\$ 951,093	50.78%	50.00%	52.77%
Maintenance	5	12	\$ 5,910,097	\$ 2,788,512	47.18%	50.00%	45.68%
Transportation	7	11	\$ 1,800,850	\$ 842,819	46.80%	45.45%	44.58%
<b>Total</b>			<b>\$ 45,300,525</b>	<b>\$ 19,618,501</b>	<b>43.31%</b>	<b>43.91%</b>	<b>40.58%</b>



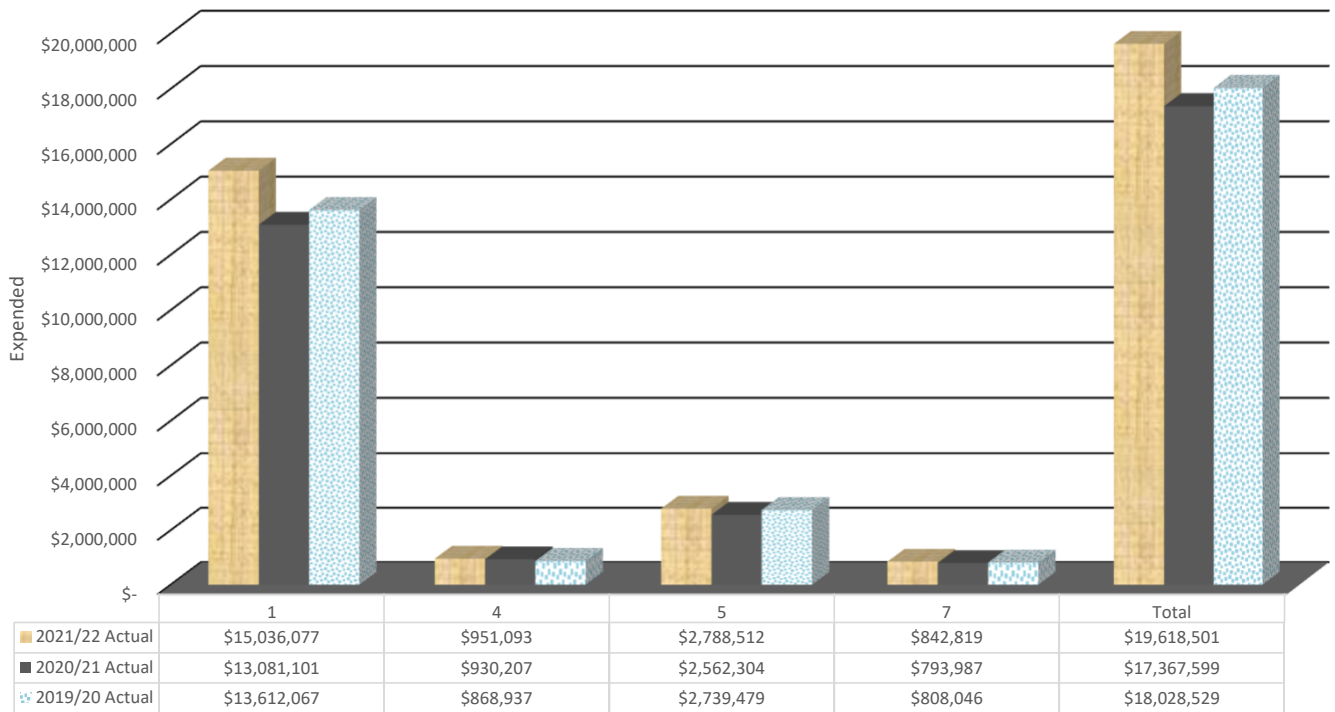
**BUDGET ADJUSTMENTS:**

	<u>APPROVED</u>	<u>AMENDED</u>	<u>EXISTING</u>	<u>DIFFERENCE</u>
Function 1	\$ 35,716,684	\$ -	\$ 35,716,684	\$ -
Function 4	\$ 1,872,894	\$ -	\$ 1,872,894	\$ -
Function 5	\$ 5,910,097	\$ -	\$ 5,910,097	\$ -
Function 7	\$ 1,800,850	\$ -	\$ 1,800,850	\$ -
Local Cap.	\$ 3,290,146	\$ -	\$ 3,290,146	\$ -
<b>TOTAL</b>	<b>\$ 48,590,671</b>	<b>\$ -</b>	<b>\$ 48,590,671</b>	<b>\$ -</b>

### Expenditures by Function



### 3 Year Actual Expenditure Comparison



**DATE:** January 11, 2022  
**TO:** Board of Trustees  
**FROM:** Karen Shipka, Superintendent of Schools  
**SUBJECT:** District VP Update  
**ORIGINATOR:** Steve Wyer, Assistant Superintendent  
**REFERENCE:** [3 Year Strategic Plan](#)

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## ISSUE

The Board of Education will receive an update on the work of District Vice Principals during the month of December.

## BACKGROUND

During the 2020-2021 school year the Senior Management Team developed an operational plan to address the most important priorities for the Board of Education as expressed in the District Strategic Plan. The plan included an additional organizational level – District Vice Principal – to support and multiply outcomes in key areas of the plan: literacy, numeracy, Equity and Inclusion for our learners with diverse abilities and for our learners who are Indigenous.

## CURRENT SITUATION

Please see the details of the work of the District Vice Principals in the descriptions below. Please note for this report, it includes a period of a two week holiday as well as a phased in re-entry to schools for January 2022. The District Vice Principals have been supporting all schools in planning for the challenges teachers and support staff may face as we return to in person learning. All DVP have been ensuring there are numerous and engaging learning activities on the school and district websites in important core areas of learning in the event teachers and other staff require access to resources on line. They have been spending a large portion of their time adjusting their learning plans in accordance with the updated safety and operational measures of the District.



### **Barb Carriere – District VP Literacy**

- Coordinate reading intervention for all grade 5 teachers to address the greatest area of literacy need in the district.
- Begin the development with PVP of a district literacy assessment to match the BC curriculum, the FSA, and the Graduation Literacy Assessment.
- First meeting with teachers on the Ministry of Education proficiencies pilot project
- Supporting McKim School in adjusting their school literacy strategy

### **Kristin Insull – District VP Numeracy**

- Pulling in K-7 principals to design a common approach in addressing numeracy need.
- First meeting with teachers on the Ministry of Education proficiencies pilot project
- Created content for numeracy on the new SD6 website
- Supporting McKim in the second iteration of a problem solving numeracy assessment
- Specific work with identified staff at individual schools

### **Janna Jasek – District VP for Indigenous Learning and Equity**

- Planning for new reality in completing the Equity Scan in Indigenous communities. Plan now must change.
- Created content for the Indigenous Learning area of the new website
- Continue to negotiate an LEA with the Shuswap Band. Four more sessions scheduled for January.
- Attending provincial meeting with other Indigenous learning leads to network and share
- Researched and landed on an Indigenous Awareness course in modules for all employees in the district. This will roll out once things settle. Will become part of onboarding and all employees will complete 10 modules on line.

### **Crystal McLeod – District VP Early Learning**

- Attended the provincial ECE Dual Credit Community of Practice meeting
- Attended the regional ECE Roundtable meeting and shared the dual credit ECE presentation that I created as well as the Zoom recording from the SD 5, 6, 8 information session held in November.
- Attended the provincial Early Learning Lead information session on child care on school grounds
- Connected with daycare managers and CCRR to deepen understanding of licensing process
- Finalized the participants for the K-ECE Collaboration – 15 teachers representing all schools in the district with Kindergarten, 16 ECEs representing all Strong Starts and six community daycares (two in each zone)
- Created pre and post surveys for K-ECE participants and developed a framework to guide the observations/discussions during the visits





## **Kari Mason – District VP Student Support Services**

- Continued/ongoing work with HeART assessments, Trauma Informed Practise sessions/school support, designation support, IEP support, CPI training (Non-Violent Crisis Intervention), Response Plan Support, Learning Service Model support, ELL and LS support, PATH process targeting students with diverse abilities
- Preliminary stages of building a PATH / Support Process with our vulnerable students (inclusive of Indigenous students) to support their successful navigation to healthy adulthood, post-secondary and/or occupation
- Working with administrators (focus on WZ k-7 schools) to establish a MTSS (Multi-Tiered Support System; utilizing an integrated model of RTI (Response to Intervention) and PBSS (Positive Behaviour Support Systems)
- Establishing data points for collection including attendance, office referrals (conduct reports/MyEd), designations (R-H and H-R indicating efficacy of support systems, particularly with vulnerable students)
- Building transition teams and a program framework to establish a formal process an support system for students moving to high school building connections and a 'catch them before they fall' philosophy (preliminary stages)

## **STRATEGIC ALIGNMNET**

- Establish a district level Indigenous Education Vice Principal position to support capacity building of staff and relationship building with Indigenous Partners.
- Explore early learning options for all students in all communities.
- Identify and establish district wide Numeracy assessments at all levels.
- Establish district support positions for Literacy and Numeracy.
- Provide seamless transitions for all students at each stage of their growth and development





## January 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 New Year's Day
2	3	4	5	6	7	8
9	10	11 Board of Education meeting,Virtual In camera 6:00 p.m. Regular 7:00 p.m.	12	13 BCPSEA Budget Meeting, Virtual 1:30p.m. (PST)	14	15
16	17	18	19	20	21	22
23	24 Finance and Audit Committee meeting Virtual 6:30 p.m.	25 Policy Committee meeting Virtual 4:30 p.m.	26	27 BCPSEA AGM Virtual	28 BCPSEA AGM Virtual	29
30	31					

## February 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Labour Relations Committee meeting Virtual 12:30 p.m.	2	3	4	5
6	7	8 Board of Education meeting,Virtual In camera 6:00 p.m. Regular 7:00 p.m.	9	10	11	12
13	14	15	16	17	18	19
20	21 Family Day	22	23	24	25	26
27	28					