

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

Rocky Mountain School District resides in the traditional unceded territory of the Ktunaxa and Secwépemc Nations. We honour the cultures, languages, and First Nations people of these territories.

Location: Video Conference Meeting
Kimberley, Golden, Invermere District Offices

Date: January 14, 2025

Time: 6:00 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 December 10, 2024

4.2 Synopsis of in-camera meeting of December 10, 2024 (Alan Rice)

5. PRESENTATIONS/DELEGATIONS

6. MATTERS ARISING FROM THE MINUTES

7. STRATEGIC AND POLICY ISSUES

7.1 Policy Feedback

7.2 Policies or District Practices for Review

7.2.1 Policy 3800 – Expenses on Board of Education Business

7.2.2 District Practice 3800 – Expenses on Board of Education Business

7.2.3 Update Policy 1010 – Common and Legal Naming

7.3 Third Reading

7.3.1 Policy 1200 – Communication Protocol

7.3.2 District Practice 1200 – Communication Protocol

7.4 Second Reading

7.4.1 Policy 1500 Appendix A: Violations to the Trustee Code of Ethics

7.5 First Reading

7.5.1 NIL

8. OPERATIONAL ISSUES

9. REPORTS

- 9.1 Operational Plan Mid-Year Update (Aaron Callaghan)*
- 9.2 Superintendent's Monthly Update (Aaron Callaghan)*
- 9.3 Budget Utilization Report – December 31, 2024 (Alan Rice)*
- 9.4 Field Trip Report (Steve Wyer)*
- 9.5 BC School Trustees Association (Scott King)
- 9.6 BC School Trustees Association, Kootenay Boundary Branch (Rhonda Smith)
- 9.7 BC Public Schools Employers Association (Jane Thurgood Sagal)

10. INFORMATION ITEMS

- 10.1 Correspondence - Nil
- 10.2 January and February 2025 Calendars*

11. FORTHCOMING EVENTS

2025.01.18	Board of Education Working Session, Invermere 9:30 a.m.
2025.02.04	Labour Relations Committee, Virtual 12:30 p.m.
2025.02.04	Policy Committee, Virtual 4:30 p.m.
2025.02.06	District Wellness Committee, Invermere 9:30 a.m.
2025.02.11	Board of Education Meeting, Virtual <ul style="list-style-type: none">• In-Camera, 4:45 p.m.• Regular Meeting, 6:00 p.m.
2025.02.17	Family Day, Schools Not In Session
2025.02.18	Non-Instructional Day
2025.02.20	Shuswap LEA Signing Ceremony, TBD 5:00 p.m.

12. QUESTIONS FROM THE PUBLIC

13. ADJOURNMENT

* attachment

Rocky Mountain School District No. 6

MINUTES of the **REGULAR MEETING** of the Board of Education of School District No. 6 (Rocky Mountain) held Virtually in Kimberley, Golden, and at the Invermere District Offices in B.C. – **December 10, 2024**

Present:	Amber Byklum	Chairperson
	Jane Fearing	Vice-Chairperson
	Ron McRae	Vice-Chairperson
	Scott King	Trustee
	Darryl Oakley	Trustee
	Rhonda Smith	Trustee
	Jane Thurgood Sagal	Trustee
	Betty-Lou Barrett	Trustee
	Ryan Stimming	Trustee
	Aaron Callaghan	Superintendent of Schools
	Steve Wyer	Assistant Superintendent
	Alan Rice	Secretary Treasurer
	Sharon Collin	Director of Instruction, Instruction and Learning
	Trent Dolgopol	Director of Instruction, Technology and Innovative Learning
	Crystal MacLeod	Director of Instruction, Early Learning and Child Care
	Al Ure	Director of Operations
	Amanda Garand	Manager, Human Resources
	Jacinda Harding	Manager, Finance
	Melanie Spencer	Executive & Communications Assistant
	Danielle Warren	Director, International Education

1. CALL TO ORDER

Chairperson Byklum called the meeting to order at 18:00 hours.

2. ACKNOWLEDGEMENT OF TERRITORY

Chairperson Byklum acknowledged that Rocky Mountain School District resides in the traditional unceded territory of the Ktunaxa and Secwépemc Nations. We honour the cultures, languages, and First Nations people of these territories.

3. APPROVAL OF THE AGENDA

M/S THURGOOD SAGAL / SMITH

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve the agenda as circulated.

APPROVED

4. APPROVAL OF THE MINUTES OF THE PRIOR MEETINGS

4.1 Regular Meeting: 2024.11.12

M/S FEARING / KING

THAT the minutes of the regular meeting of the Board of Education of School District No. 6 (Rocky Mountain) held on November 12, 2024 be approved as presented.

APPROVED

4.2 Synopsis of in camera meeting: 2024.11.12 Alan Rice

4.2.1 Property Matters: NIL

4.2.2 Legal Matters NIL

4.3.2 Employee Matters:

4.2.3.1 *School Act* Section 15 (7).

4.2.3.2 C.22 Dismissal and Discipline matter.

4.2.3.3 The Employee Information Report was received and filed as circulated.

4.2.3.4 The Labour Relations Information minutes were received as presented.

4.2.3.5 Teacher Bargaining Report was received as presented.

4.3.3 Student Matters: NIL

4.3.4 Procedural Matters: NIL

5. PRESENTATIONS/DELEGATIONS

5.1 RMISP Student Presentation – Danielle Warren
Director, Danielle Warren and Kathleen Hadford, Program Coordinator presented on the RMISP French student exchange. Selkirk student Body Kirkby provided insight from when he attended France through the program.

5.2 Long Range Facility Plan – Joel Palmer
Mr. Rice introduced Mr. Palmer who presented the Long Range Facility Plan. The process has been ongoing for the past year. Mr. Palmer discussed the report and answered questions.

6. MATTERS ARISING FROM THE MINUTES NIL

7. STRATEGIC AND POLICY ISSUES

7.1 Policy Feedback - NIL

7.2 Third Reading

7.2.1 Policy 1010 – Common and Legal Naming

Mr. Wyer presented the Policy 1010 – Common and Legal Naming for third reading and noted there were no changes proposed.

M/S SMITH / FEARING

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve the third reading of the Policy 1010 – Common and Legal Naming presented at this meeting.

APPROVED

M/S STIMMING / FEARING

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve the housekeeping required to all policies and district practices, as a result of the approval of Policy 1010 – Common and Legal Naming.

APPROVED

7.2.2 Bylaw 1 Part 14 – Conflict of Interest

Mr. Wyer presented the Bylaw 1 Part 14 – Conflict of Interest for third reading.

M/S SMITH / FEARING

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve the third reading of the Bylaw 1 Part 14 – Conflict of Interest presented at this meeting.

APPROVED

7.2.3 Policy 1200 – Communication Protocol

Mr. Wyer presented the Policy 1200 – Communication Protocol for third reading.

M/S KING / SMITH

THAT the Board of Education of School District No. 6 (Rocky Mountain) table the third reading of the Policy 1200 – Communication Protocol.

APPROVED

7.3 Second Reading NIL

7.4 First Reading NIL

8. OPERATIONAL ISSUES: NIL

- 8.1 Draft School Calendars 2025-2026, 2027-2028 (Steve Wyer)*
Mr. Wyer presented the 2025-2026 school calendar as final draft and proposal for the 2027-2028 in principle for the school calendars. Significant change as a result of consultation from the RMTA and moving the non-instructional days into the bookends of the school year.

STIMMING / FEARING

That the Board of Education of School District No. 6 (Rocky Mountain) approve the 2025 – 2026 school calendar for consultation.

Approved

THURGOOD SAGAL / KING

That the Board of Education of School District No. 6 (Rocky Mountain) approve in principle the 2027 – 2028 school calendar.

Approved

- 8.2 Long Range Facilities Plan (Alan Rice)*
Mr. Rice referenced the earlier presentation and answered questions.

SMITH / KING

That the Board of Education of School District No. 6 (Rocky Mountain) approve the long range facility plan as presented.

Approved

- 8.3 Marysville Traffic Update (Al Ure)*
Mr. Ure presented on the Marysville Traffic update and answered questions. The feasibility of installing a lit, push-button crosswalk. The district is requesting to complete a review from the Ministry of Transportation which will occur approximately spring of 2025.

9. REPORTS

- 9.1 Superintendent’s Monthly Update Aaron Callaghan
Mr. Callaghan presented the Superintendent’s Monthly Update that highlights successes in the schools. The report highlights work at the district level and the report will be shared publicly.
- 9.2 International Student Program Report Danielle Warren
Ms. Warren presented information on international education. This including challenges and strengths of the program and confirmed the program is on budget for the current

year. Chairperson Byklum thanked Ms. Warren and expressed her thanks for the presentation.

- 9.3 Budget Utilization Report – November 30, 2024 Alan Rice
Mr. Rice presented the Rocky Mountain School District Budget Utilization Summary as of November 30, 2024 with preliminary amended budget figures and answered questions.
- 9.4 November Field Trip Report Steve Wyer
As per Policy and District Practice 8600, Mr. Wyer presented the November field trip report. There was a total of three high care field trips approved at the committee level last month.
- 9.5 Fall Assessment Report Steve Wyer
Mr. Wyer updated the Board with fall assessment data review, highlighting strengths and areas of growth for Literacy and Numeracy.
- 9.6 Wellness Committee Report Aaron Callaghan
Mr. Callaghan updated the Board on the progress being made by the District Wellness Committee. The three actions identified by the committee are psychological safety training, improvements to school district communications, and development of change management protocols.
- 9.7 BC School Trustees Association (BCSTA) Scott King
Trustee King reported on the BCSTA Vancouver meeting. Cellphone and screen time, Crystal Macleod’s presentation, and gender-based violence presentations.
- 9.8 BC School Trustees Association, Kootenay Boundary Branch (KBB) Rhonda Smith
Trustee Smith reminded the Board that motions for the BCSTA AGM are required in January. Chairperson Byklum suggested a motion regarding HVAC systems and the requirement for cooling function in the schools.

FEARING / SMITH

That the Board of Education of School District No. 6 (Rocky Mountain) approve a motion to be provided to BCSTA with respect to HVAC/cooling and request for associated funding.

- 9.9 BC Public Schools Employers’ Association: Jane Thurgood Sagal
Recent BCPSEA information distributed to school districts included the BCPSEA Annual Report, Conflict of Interest information, and the invitation for representatives from trustees not in conflict for a BCPSEA technical bargaining advisory committee.

10. INFORMATION ITEMS

- 13.1 Correspondence: NIL
13.2 December 2024 and January 2025 calendar*

11. FORTHCOMING EVENTS

- 2024.12.23 Winter Break
- 2025.01.06 Schools Reopen
- 2025.01.07 Labour Relations Committee, Virtual 12:30 p.m.
- 2025.01.07 Policy Committee, Virtual 4:30 p.m.
- 2025.01.14 Board of Education Meeting, Virtual
 - In-Camera, 4:45 p.m.
 - Regular Meeting, 6:00 p.m.
- 2025.01.23 Education Circle, Shuswap Office 5:00 p.m.

12. QUESTIONS FROM THE PUBLIC

13. ADJOURNMENT

Trustees agreed to adjourn by consensus.

The meeting adjourned at 20:35 hours.

Alan Rice, Secretary Treasurer

Amber Byklum, Chairperson

SCHOOL DISTRICT NO. 6 (ROCKY MOUNTAIN)
Synopsis of In-Camera Meeting – December 10, 2024

4 NEW BUSINESS

4.1 PROPERTY MATTERS: NIL

4.2 LEGAL MATTERS:

4.2.1 Cybersecurity Threat Debrief.

4.3 EMPLOYEE MATTERS:

4.3.1 The Employee Information Report was received and filed as circulated.

4.3.2 The Labour Relations Information minutes were received as presented.

4.3.3 Teacher Bargaining Report was received as presented.

4.4 STUDENT MATTERS: NIL

4.5 PROCEDURAL MATTERS: NIL



POLICY 3800

EXPENSES ON BOARD OF EDUCATION BUSINESS

POLICY:

The Board of Education (“Board”) recognizes that there are occasions when Trustees and other personnel in the School District are required to travel within and outside the School District in the performance of their duties. Where a Trustee, an employee, or other persons, approved by the Board or its senior leadership team, incur out-of-pocket expenses in the performance of such duties, the Board agrees to make reimbursement consistent with [District Practice 3800](#) ~~the regulations contained herein~~. The rate will be updated in accordance with the Rocky Mountain Teachers’ Association collective agreement.

DISTRICT PRACTICE 3800 EXPENSES ON BOARD OF EDUCATION BUSINESS
FORM 3800 EXPENSE CLAIM FORM

ADOPTED: February 1996

Amended: March 2001, March 2003, June 2006, April 2011, April 2016, January 2017, April 2017, May 2018, April 2019, March 2020, June 2020, September 14, 2021, April 12, 2022 [HOUSEKEEPING UPDATE, January 2025](#)



DISTRICT PRACTICE 3800

EXPENSES ON BOARD OF EDUCATION BUSINESS

DISTRICT PRACTICE:

1. Information Regarding Claiming Expenses When Traveling:

Receipts

The School District will provide reimbursement for the expenses incurred in the course of School District business. The School District will not provide reimbursement for alcoholic beverages. **Receipts are required for all expenses except meals where the meal allowance is claimed** (meal allowances cannot be claimed when meals are provided during the event/activity). All receipts must indicate that the amount claimed has been paid including the detail of the items consumed. Personal expenses must not be included on receipts. If paid by credit card, the receipt or comparable proof of payment (i.e. copy of credit card statement) must be attached. Do not include expenses which were paid for other persons accompanying the individual. Each person must claim their own expenses.

Tips

Tips of no more than 20% of the cost of the meal may be claimed with proof of payment. If there is a desire to tip more than 20% the additional cost will be covered by the individual personally.

2. Mode of Transportation

The most economical method must be utilized considering travel time during the workday and other allowances eligible within this policy. If an individual opts to use their own vehicle rather than travel by commercial transport, they will claim the equivalent airfare if the cost is less. Meals, overnight costs and any other charges may only be claimed in accordance with what they would have been if they had travelled by air. Travelers must minimize interruption to learning when making travel arrangements.

2.1 By Car

Reimbursement is set at the rate per kilometer as defined the BCTF/RMTA collective agreement. Where possible, carpooling should be used. Receipted parking charges will be reimbursed.

2.2 By Air

Receipts or tickets must be attached for airfare.

2.3 By Ferry

Receipts are required when vehicles are used. (Walk-on passengers do not need to submit a receipt.)



DISTRICT PRACTICE 3800

EXPENSES ON BOARD OF EDUCATION BUSINESS

2.4 By Taxi

The most economical method of transportation should be used where possible (e.g. airport bus). If taxis must be used, please attach receipts.

3. Accommodation

- Individuals who stay with a friend or relative may claim \$30.00 per night without a receipt.
- Please ask for government rates when making hotel reservations.
- Hotel bills are required as proof of payment.
- If family is travelling with the individual, only the single rate will be reimbursed for hotel stays.

4. Meals When Traveling for Board Business

Employees are only eligible to claim meals when they are traveling for Board business outside of their regular duties.

FULL DAY	\$60.00
Breakfast	\$16.00
Lunch	\$19.00
Dinner	\$25.00

4.1 On the Day of Departure (out of zone travel only):

- To claim breakfast - leave before 6:30 a.m. and be away for more than 4 consecutive hours.
- To claim lunch - leave before 11:00 a.m. and be away for more than 4 consecutive hours
- To claim dinner - leave before 4:00 p.m. and be away for more than 4 consecutive hours

* for Kimberley Zone-based employees, travel to Cranbrook is considered to be “in-zone”.

5. Meals When Traveling for Board Business outside of North America

The School District operates an International Program which requires travel outside of North America. The International Program generates a net benefit to the School District and does not utilize taxpayer dollars. Due to foreign exchange variances and cost of meals in countries where business occurs, the daily per diem rate for International Program travel is \$125 CAD per day.

6. Miscellaneous Expenses

Telephone calls, internet charges, courier bills, photocopying charges, etc. may be claimed if they are directly related to district business.

7. Trustee Travel in District

[Trustees will be able to claim for travel outside of their community of residence. A list of community of residence will be maintained by the Superintendent.](#)

POLICY 3800 EXPENSES ON BOARD OF EDUCATION BUSINESS
FORM 3800.1 EXPENSE CLAIM FORM

ADOPTED: February 1996

Amended: March 2001, March 2003, June 2006, April 2011, April 2016, January 2017, April 2017, May 2018, April 2019, March 2020, June 2020, September 14, 2021, April 12, 2022, September 12, 2023, November 12, 2024



DISTRICT PRACTICE 3800

EXPENSES ON BOARD OF EDUCATION BUSINESS

~~Trustees will only be able to claim for travel within the District which occurs when travelling outside of their zone.~~

POLICY 3800 EXPENSES ON BOARD OF EDUCATION BUSINESS
FORM 3800.1 EXPENSE CLAIM FORM

ADOPTED: February 1996

Amended: March 2001, March 2003, June 2006, April 2011, April 2016, January 2017, April 2017, May 2018, April 2019, March 2020, June 2020, September 14, 2021, April 12, 2022, September 12, 2023, November 12, 2024



POLICY 1200

COMMUNICATION PROTOCOL

POLICY:

The Board of Education “Board” believes:

1. It is in the best interest of students that people living within this School District support and have confidence in schools, and that trust between the community and schools is essential.
2. Employee well-being is supported by expecting all communications are respectful, appropriate, and safe.
3. In a fast-paced digital world, communication boundaries support balancing work and life.

To develop employee safety and public support and confidence, it is essential there be open, respectful dialogue and communication among employees, parents, students, Indigenous and community partners, the media, and others with an interest in the education of students in this District. The Board accepts responsibility to encourage all parties to work together for the benefit of students.

The Board of Education and administration will foster an environment of respectful, two-way communication with its employees, families, partner groups, and the community by enhancing awareness and understanding of the issues surrounding public education. The Board of Education promotes the safety and well-being of employees by not tolerating hateful, harassing, hurtful, racist, or defamatory communications between people.

The Board will encourage, promote, and maintain open, accessible, timely and transparent communication (with both its internal and external stakeholders) that is clear, accurate and supportive of the Board’s commitment to provide opportunity, equity and success for each learner. This requires not only the provision of information, but an accurate and timely response to requests for information.

In support of workplace wellness for employees, the Board supports practices to consolidate, clarify and maintain reasonable internal communications. The district will develop and communicate practices and protocol for employee communications within the workday and workspace.

[DISTRICT PRACTICE 1200 COMMUNICATION PROTOCOL](#)

ADOPTED: November 9, 2021

Amended: June 14, 2022



1200 DISTRICT PRACTICE COMMUNICATION PROTOCOL

DISTRICT PRACTICE:

1. GENERAL COMMUNICATION GUIDELINES

All employees and members of the Board of Education “Board” are responsible for respectful, efficient, accurate and appropriate communications. In promoting respectful and effective communication, the school district is guided by the following principles:

- people have the right to be heard in a dignified, safe, and respectful manner;
- Hurtful, hateful, racist, bullying, harassing, sexist, or otherwise defamatory communication is not tolerated.
- Problem solving should follow the processes outlined in Policy 9200
~~—when concerns about performance arise, affected persons have a right to be informed so that corrective action can be taken;~~
- Email communications should be clear and concise, signed by the author of the message, and flagged with an appropriate subject line to easily notify the recipient(s) of the theme of the message. Every effort should be made to reduce the overall volume of electronic messages while maintaining effective communication.
- ~~Email, phone, and written communication should, where possible, be delivered within the hours of 8am and 6pm Monday – Friday.~~
- Employees are not expected to respond to communication on holidays or weekends, or outside of the hours of 7am-6pm, Monday - Friday.
 - Senders of school district communications should refrain from sending emails on holidays, during weekends, or outside of the hours of 7am-6pm, Monday-Friday.
- ~~Barring emergencies, there should be no school district communication delivered on weekends or holidays.~~
- Employees are expected to respond to email, phone, and written communication within a reasonable period of time. The objective of this practice is to communicate a reliable expectation of when a sender may receive a response. During periods of heavy volumes of communication, employees should use auto-reply to communicate an extension to when a sender can expect a response.
 - Written communication – 10 days
 - Phone and email communication - 48 hours within the business week
- Where possible, phone messages should be returned promptly as they generally indicate a more urgent need.
- the senior leadership team has a responsibility to keep the Board informed on important School District issues; and

[POLICY 1200 COMMUNICATION PROTOCOLS](#)

ADOPTED: November 9, 2021
Amended: June 14, 2022



1200 DISTRICT PRACTICE COMMUNICATION PROTOCOL

2. DISTRICT ROLES AND RESPONSIBILITIES

Chairperson of the Board

The Board Chairperson is the official spokesperson for the Board of Education with respect to all external communications on matters under consideration by the Board, as well as explaining Board positions and decisions including budget and policy decisions.

Trustees

In learning about concerns or fielding public information trustees will report information to the Board Chair or the Superintendent.

Superintendent of Schools

The Superintendent of Schools is the official spokesperson for the Board of Education of School District No. 6 (Rocky Mountain) with respect to administrative and day-to-day operational matters. In the absence of the Superintendent of Schools, the next most senior administrative staff member may be delegated this responsibility.

Executive Assistant/Communications Officer

Under the supervision of the Superintendent of Schools, the Executive Assistant/Communications Officer is responsible for the review, coordination, and issuance of all releases of information, including social media, with respect to the Board and its operations and the School District administration.

Principals

The school principal, or designate, is the official spokesperson for the school and is responsible for providing information on school specific activities, maintaining positive communications between the school and its community, and creating communication links with their local media personnel.

3. COMMUNICATION TOOLS

- 3.1 The School District website (www.SD6.bc.ca) will be the Board's primary means of communicating with families, partner groups and communities.
- 3.2 Other means of communication shall include but are not limited to email, other electronic/digital media, newsletters, and bulletin boards.
- 3.3 Email/staff intranet will be Board's and Senior Leadership Team's primary means to communicate with employees.



1200 DISTRICT PRACTICE COMMUNICATION PROTOCOL

4. MEDIA RELEASES AND REQUESTS

Media Releases

- 5.1 The Board of Education Chairperson or Superintendent are responsible for all media inquiries.

- 5.2 The Executive Assistant/Communications Officer is responsible for issuing School District-initiated releases of information as part of an ongoing communications plan. These information releases will highlight Board initiatives and provide up to date information for students, parents, community, partners, and all stakeholders within the School District No. 6 (Rocky Mountain) jurisdiction.



1200 DISTRICT PRACTICE COMMUNICATION PROTOCOL

- 5.3 Media releases issued on behalf of the Board of Trustees or Superintendent of Schools (or designate) are generated and administered by the Executive Assistant/Communications Officer. Request to issue media releases by a Trustee is to be done through the Board Chairperson. Prior to issuance, the media release shall be approved by either the Board Chairperson or Superintendent of Schools.
- 5.4 All requests for and/or proposed media releases by District administration staff of School District No. 6 (Rocky Mountain) are submitted to the Executive Assistant/Communications Officer for review prior to issuance. When applicable, the Executive Assistant/Communications Officer may suggest alternative language or format to ensure that documentation is consistent with Board messaging and standards.
- 5.5 Media releases concerning school-specific news or events are prepared at the school level by the principal or designate. Prior to issuance, the media release shall be submitted to the Executive Assistant/Communications Officer. The Executive Assistant/Communications Officer, in consultation with the Superintendent, may suggest alternative language or format to ensure that documentation is consistent with Board messaging and standards.
- 5.6 The Superintendent may at any time delegate approval authority to Superintendent designate or the Executive Assistant/Communications Officer with respect to the approval of media releases.
- 5.7 Once the appropriate approval has been provided, the Executive Assistant/Communications Officer shall be responsible for issuance of the media release.

Media Requests

- 5.8 All media requests for administrative or political response on Board matters and/or interviews shall be directed to the Executive Assistant/Communications Officer. The Executive Assistant/Communications Officer does not act as a spokesperson for the Board, unless directed to do so by the Superintendent of Schools. The Executive Assistant/Communications Officer shall obtain further information with respect to the information and/or response being sought and direct the matter to the appropriate individual for response.



1200 DISTRICT PRACTICE COMMUNICATION PROTOCOL

- 5.9 Media requests received directly by individual trustees or District staff are responded to following consultation with the Superintendent, Superintendent to ensure that the response is reflective of the position of the school board. Any personal opinions must be clearly identified as such and further, that such opinions are not necessarily those of the school board.

5. SOCIAL MEDIA

- 6.1 The Board recognizes that social media is an essential tool to communicate to our school communities and families in a timely and relevant way.
- 6.2 Currently, the District uses ~~Twitter~~ X, Facebook, YouTube, and LinkedIn. Executive Assistant/Communications Officer in collaboration with Technology Services will work together to create social media content calendar. The Executive Assistant/Communications Officer will create original content and/or collect content from schools and students. Ideally content will be created in advance of publication; however, at times, social media will be used as a tool to communicate relevant information quickly.
- 6.3 Any other account or page on social networking sites bearing the Board or District's name or likeness is not an official account managed by the District.
- 6.4 Some of the District's schools, programs and classes also have social media sites. Those sites are managed at the school level.
- 6.5 The use of all social media sites managed by the Board and/or the employees is guided by existing policies and district practice. These include:
- Policy and district practice 2700, acceptable use of digital technology.
 - Policy and district practice 2750, use of social media.
- 6.6 Availability
The District monitors and periodically updates our accounts most often during regular business hours (8:30 a.m. to 4:30 p.m., Monday to Friday).
On occasion, we may update content outside of our regular business hours to report on events that occur during evenings or weekends, or to report important information. Any messages or questions we receive outside of our regular business hours will be reviewed at the beginning of the next business/school day. The Board will read and follow as many replies and direct messages as possible; however, we may not be able to reply individually to all messages received. If a topic or issue is urgent, followers should contact the Board through other communication channels listed on the Board website.

[POLICY 1200 COMMUNICATION PROTOCOLS](#)

ADOPTED: November 9, 2021
Amended: June 14, 2022

6.7 Following

The Board will follow official accounts of various stakeholder organizations that we believe are relevant to the work we do. The Board does not follow students, or parents of students (unless their work is relevant to ours). Following an account does not imply endorsement of any kind. Comments and posts expressed by followers on Board social media pages do not necessarily reflect the opinions and/or positions of the Board, its employees or Board of Trustees. The Board is not liable for content posted by any user or subscriber in any forum, message board or social media area. The Board will report any posts deemed to be offensive, defamatory or inappropriate and will remove any followers that violate these terms.

6.8 Sharing

We will like and share information from other users or accounts that may be of value to our community. Likes and shares should not be interpreted as an endorsement of the originator or of any organization.

6.9 Comments/Feedback

The Board welcomes comments, suggestions and questions about the content we post on social media channels. We ask, however, that you follow the general rules of respectful civil discourse. You are fully responsible for everything that you post, and we would like to remind you that all posted comments are in the public domain. To protect your own privacy and the privacy of others, please do not include personal information such as your phone number, home address, or email address in the body of your comment.

The Board will report any posts deemed to be offensive, defamatory or inappropriate, and will remove any followers that violate these terms. We will not tolerate comments that are offensive to an individual or an organization, rude in tone, or abusive. We do not discriminate against any views, but we reserve the right to refuse, edit or remove any of the following:

- comments contrary to the principles of the Canadian Charter of Rights and Freedoms;
- comments that violate any School District No. 6 (Rocky Mountain) policy;
- racist, hateful, slanderous, abusive, and/or obscene messages;
- solicitations, advertisements, or spam;
- comments that encourage or suggest illegal activity or cyber bullying; and
- messages where the sender is not the author (nor the copyright holder, if applicable), and/or posted anonymously or by robot accounts.

Please be respectful and make sure your comments are relevant. If you have any questions about our commenting and service standards, or how we apply them, please contact us.



POLICY 1500

TRUSTEE ROLE, RESPONSIBILITY AND CODE OF ETHICS

POLICY:

This policy is designed to clarify the role, responsibility, and conduct of members of the Rocky Mountain School District No. 6 Board of Education. As a member of the Board of Education, democratically elected Trustees are expected to govern in a just, equitable, unbiased, and ethical manner and to be role models in the community.

Trustees fully acknowledge the critical trust invested in the Board of Education by the electorate and are dedicated to governing the affairs and business of Rocky Mountain School District No. 6 in a professional manner. Trustees represent the broad needs of the entire school district and the community, allocating resources efficiently, equitably, and responsibly in the best interest of all students.

Trustees advocate for public education and promote the Mission, Vision, and Values of the District to other levels of government and relevant bodies. The Board of Education is committed to providing high quality education for all students within a supportive, accessible, and enriched learning environment. Trustees will uphold the commitments articulated in the Trustee Code of Ethics and address any violation at a closed meeting of the Board of Education.

CODE OF CONDUCT

1. AS A TRUSTEE:

- 1.1 I will participate to the fullest extent possible, considering all perspectives with an open mind, so that I may be involved in an informed and responsible way in the functions of the Board of Education and the District.
- 1.2 I will work with other trustees in a spirit of good will. I will respect differences of opinion and assist new trustees in feeling welcome to the Board of Education.
- 1.3 I will carry out my responsibilities in accordance with the *School Act* and Regulations, and Board Policy.
- 1.4 I will do my best to protect, conserve, and advance public education, providing students the best possible learning facilities and programming possible.
- 1.5 I will work to promote safe and respectful work environments in the interest of overall employee wellness.
- 1.6 I will, when parents or members of the community ask a question or raise a concern about a particular staff member, classroom, principal or school, follow the procedures of Policy 9200 Problem Solving Protocol and Appeals Bylaw in addressing the question or problem.
- 1.7 I will express my honest and most thoughtful opinions in Board of Education meetings, in an effort to have all decisions made for the best interests of the children and the schools.
- 1.8 I will recognize the integrity of my predecessors and associates, and the merit of their work.

ADOPTED: October 12, 1999

Amended: December 9, 2014, March 14, 2017, January 14, 2020, November 9, 2021



POLICY 1500

TRUSTEE ROLE, RESPONSIBILITY AND CODE OF ETHICS

- 1.9 I will make no disparaging remarks, in or out of the Board meeting, about other Trustees or their opinions, but I reserve the right to make honest and respectful criticism.
- 1.10 I will be prepared to listen to what other Trustees, other individuals, or groups, may have to say before making final decisions.
- 1.11 I will not discuss the confidential business of the Board of Education in my home, on the street, or in my office.
- 1.12 I will not use my role as Trustee for my own personal advantage or for the advantage of my friends, supporters, or business. If I become aware that I am in a position that creates a conflict of interest (direct, indirect; statutory or common law), I will declare the nature and extent of the conflict at a meeting of the Board of Education and abstain from deliberating or voting on the issue, giving rise to the conflict.
- 1.13 I will carefully review all information packages in preparation for discussion at all scheduled meetings of the Board of Education and its committees.
- 1.14 Commit to an appropriate use of social media and model appropriate digital citizenship.
- 1.15 I commit to advancing Truth and Reconciliation and Anti-Racism.

2. AS A MEMBER OF THE BOARD OF EDUCATION:

- 2.1 I will act with integrity and the highest ethical standards in my personal and professional life, and in a manner that inspires public confidence in the Board of Education.
- 2.2 I will protect and enhance the reputation of the District and the Board of Education.
- 2.3 I will respect the confidentiality of communications between Trustees and Senior Administration.
- 2.4 I will recognize that authority rests with the Board of Education in legal session and not with individual members of the Board of Education, except as authorized by law.
- 2.5 I will vote for a closed meeting of the Board of Education if the situation requires it, and I will not participate in meetings of the Board of Education, which do not comply with Bylaw 1 – Procedural Bylaw.
- 2.6 I will abide by majority decisions of the Board of Education.
- 2.7 I will recognize that, although I am elected from a particular area of the District, my responsibility is to ensure that decisions are made in the best interests of the District as a whole.
- 2.8 I will consider it an important responsibility of the Board of Education to interpret the District's aims, methods and attitudes to the community. I will earnestly try to interpret the needs and attitudes of the community and do my best to translate them into the educational program of the schools.



POLICY 1500

TRUSTEE ROLE, RESPONSIBILITY AND CODE OF ETHICS

- 2.9 When representing the Board of Education, I will fulfill various commitments and duties required by such representation such as voting, providing updates, and reporting back to the Board of Education.

3. IN MY RELATIONSHIP WITH THE SUPERINTENDENT, SECRETARY TREASURER, AND STAFF

- 3.1 I will function, in meeting the legal responsibility that is mine, as a part of a legislative, policy-forming body, and work through the administrative employees.
- 3.2 I will recognize the Superintendent, the Secretary Treasurer, and the senior leadership team as executive officers of the Board of Education.
- 3.3 I will endeavour to ensure the schools are staffed by the best trained, technical, and professional people it is possible to employ.
- 3.4 I will be respectful in my comments regarding the Superintendent or other District employees.

4.—Appendix A VIOLATIONS OF THE CODE

The Trustee Code of Ethics requires each Trustee to commit to the highest ethical standards in their dealings with fellow Trustees, members of the school communities, and citizens of Rocky Mountain School District. The Board expects each member to adhere to the Code of Ethics (Policy 1200) in carrying out their role as Trustee. The Board recognizes that violations of the Code of Ethics can vary in severity and therefore, informal or formal procedures may be utilized to address alleged breaches, as appropriate.

Only serious and/or recurring breaches of the code(s) will be handled by the following official complaint procedure. A breach or violation is defined as something spoken, written, or actioned that violates the Rocky Mountain School District documented Code of Ethics, Codes of Conduct, mission, vision, values, policies and legal requirements.

The informal procedure may be used for non-serious breaches or an offence(s). A non-serious breach is defined as relatively minor or committed inadvertently or due to an error in judgement made in good faith.

Informal resolve will be done through a conciliation process between Trustee to Trustee and/or Administration leadership to Trustee. If resolution fails, the Board Chairperson or Vice Chairperson is consulted, and it is determined if the Board Chairperson attempts to gain resolution or if the formal process is to be taken.

PROCEDURES

ADOPTED: October 12, 1999

Amended: December 9, 2014, March 14, 2017, January 14, 2020, November 9, 2021



POLICY 1500

TRUSTEE ROLE, RESPONSIBILITY AND CODE OF ETHICS

1.0 Receiving Alleged Code of Ethics Breaches

It is imperative to establish and maintain clear, consistent, and effective procedures to receive any allegation of breach of the Trustee Code of Ethics from complainants. Those procedures include:

1.1 Any alleged breach must be brought forward in writing to the Board Chairperson, designate or the Secretary Treasurer within 30 days of the alleged breach occurring. There may be exceptional circumstances which could allow an extension of this timeline. If an allegation is made against the Board Chairperson, the alleged breach shall be managed by the Secretary Treasurer. The written complaint must include:

- the name of the Trustee who is alleged to have committed the breach;
- the specific allegation(s);
- information regarding when the breach came to the complainant's attention;
- the complainant's grounds that a breach of the Code of Ethics has occurred;
- the name and contact information of the complainant, as well as any witnesses to the matter, or any other persons who have relevant information regarding the alleged breach.

1.2 Once received, all Trustees, including the subject of the alleged complaint, must be provided with a copy of the complaint within seven (7) days of receiving it.

2.0 Complaint Resolution Options

It is imperative to establish and maintain clear, consistent, and effective procedures to respond to any allegation of breach of the Trustee Code of Ethics. Options to complaint resolution include:

2.1 A recommendation by the Board Chairperson, or the Secretary Treasurer if the alleged breach is by the Chairperson, not to proceed with the complaint.

2.2 An agreement that an informal resolution is appropriate.

2.3 Undertaking an investigation process, conducted with procedural fairness, concluding with the preparation and presentation of a report of the investigation's findings in a timely manner in a closed (in camera) meeting for the board's consideration.

2.3.1 Based on the results of the investigation, the Board (excluding the alleged offending Trustee) shall by motion decide whether the Trustee has breached the Code of Ethics and impose sanctions appropriate to the severity of the breach.

2.4 Undertake a Board Hearing process in a closed (in camera) meeting to determine by motion (excluding the allegedly offending Trustee) whether the Trustee has breached the Code of Ethics

ADOPTED: October 12, 1999

Amended: December 9, 2014, March 14, 2017, January 14, 2020, November 9, 2021



POLICY 1500

TRUSTEE ROLE, RESPONSIBILITY AND CODE OF ETHICS

and impose sanctions appropriate to the severity of the breach. The hearing must provide a fair opportunity for all parties to be heard, but parties are not obligated to make submissions or respond to questions. The procedures of a Board Hearing are as follows:

2.4.1 A quorum must be established for this meeting of the Board including Superintendent and Secretary Treasurer, and any Trustee conflicts must be declared. Minutes are to be taken by the Board's confidential Secretary, and legal counsel may be present at the discretion of the Trustee or the Board.

2.4.2 If present, the complainant may provide a presentation which may be written, oral or both. Alternatively, the submitted written complaint is shared.

2.4.3 The allegedly offending Trustee responds with a presentation to the Board which may be written, oral or both.

2.4.4 The complainant, if present, and the Board Chairperson may reply to the respondent Trustee's presentation.

2.4.5 The respondent Trustee may reply to the complainant's presentation and subsequent remarks.

2.4.6 The remaining Board of Education Trustees may ask questions.

2.4.7 The complainant, if present, may make final comments.

2.4.8 The allegedly offending Trustee may make final comments.

2.4.9 The full Board, excluding the allegedly offending Trustee, engage in private deliberation. Should clarification or more information be required, this may be obtained from the parties or the hearing may recess or be adjourned until a later date.

2.4.10 Following deliberation, the Board Chairperson calls for a resolution to be placed before the Board. The resolution may indicate what action, if any, may be taken. A vote is conducted, requiring a two-thirds vote to pass.

3.0 Sanctions for Breach of Code of Ethics

Where the Board determines that a Trustee has breached the Code of Ethics, the Board may censure the Trustee or enforce specific sanctions.

ADOPTED: October 12, 1999

Amended: December 9, 2014, March 14, 2017, January 14, 2020, November 9, 2021



POLICY 1500

TRUSTEE ROLE, RESPONSIBILITY AND CODE OF ETHICS

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- 3.1 Upon the Board determining that a Trustee has breached the Code of Ethics, sanctions shall be applied. Possible sanctions include but are not limited to:
- 3.1.1 Offending Trustee write letter of apology.
 - 3.1.2 Offending Trustee participate in a restorative justice process.
 - 3.1.3 Offending Trustee participate in specific training, coaching, or counselling as directed by the Board of Education.
 - 3.1.4 Board Chairperson write a censure letter marked “personal and confidential” to the offending Trustee, on the approval of a majority of the Voting Trustees at the closed meeting of the Board.
 - 3.1.5 Having a motion of censure passed by a majority of the Voting Trustees at the closed (in camera) meeting of the Board.
 - 3.1.6 Having a motion to remove the offending Trustee from one, some or all Board committees or other appointments of the Board passed by a majority of the Voting Trustees at the closed meeting of the Board.
 - 3.1.7 The Board of Education may, in its discretion and by resolution of all voting Trustees, make public any outcome of the Official Complaint Process, if it is considered reasonable and appropriate to indicate publicly its disposition of the complaint.
 - 3.1.8 The Board may bar the Trustee from attending all or part of a meeting of Board or a committee of the Board. With this absence authorized by the Board, the Trustee shall not receive any materials that relate to the meeting that are not available to the public. This sanction is appropriate when the infraction includes the failure to maintain the necessary confidentiality of information.
- 3.2 Sanctions shall be applied as follows:
- 3.2.1 The Board shall give the Trustee written notice of the determination and any possible sanctions in a timely manner;
 - 3.2.2 The Board shall provide the Trustee with 14 days to provide a written response regarding the determination and/or sanctions;



POLICY 1500

TRUSTEE ROLE, RESPONSIBILITY AND CODE OF ETHICS

3.2.3 After considering the submission, the Board shall confirm or revoke the determination and/or sanctions within 14 days of receiving the written submission;

3.2.4 If the determination is revoked, the sanctions are revoked; and

3.2.5 If the determination is confirmed, the Board may confirm, vary or revoke the sanctions. Where a breach of the Trustee Code of Ethics has occurred, sanctions of a Trustee shall be undertaken by the Chair by writing a letter of censure to the Trustee in question. This action shall be reported at the next Regular Meeting of the Board.

3.3 For a second occurrence of a breach, a motion of censure shall be presented against the Trustee in question, at a Regular Meeting of the Board, unless to do so would require a disclosure of confidential information other than a previous letter of censure.

3.4 For a third and subsequent occurrence, a motion to remove the trustee in question from one, or more, or all Board appointments shall be presented at a Regular Meeting of the Board.

4.0 Appeals

Trustees who have been sanctioned or have had other measures imposed upon them by the Board of Education under this policy can appeal those decisions at their own expense through the legal system.

~~Trustees are encouraged to seek appropriate, conciliatory measures prior to making an official complaint with regard to a violation of this Code of Conduct. A violation of this Code of Conduct may result in the Board of Education instituting, without limiting what follows, any or all of the following sanctions, which may only be implemented by a motion at a closed (in-camera) meeting of the Board of Education:~~

~~4.1 — Having the Chair write a letter of concern/warning;~~

~~4.2 — Having the Chair write a letter of censure;~~

~~4.3 — Having a motion of censure passed and removing the trustee from some or all Board committees or other appointments of the Board of Education.~~

~~The plaintiff will be given opportunity to respond to the complaint prior to any motions being made.~~

DATE: January 14, 2025

TO: Board of Trustees

FROM: Aaron Callaghan, Superintendent

SUBJECT: Operational Plan Mid-Year Update

ORIGINATOR: Aaron Callaghan

REFERENCE: [2024-25 Operational Plan](#)



PUBLIC BOARD MEETING

ISSUE

That the Board of Education receive an up-to-date report on progress being made towards strategic commitments aligning with the 2024-25 Operational Plan.

BACKGROUND

The 2023-27 Rocky Mountain School District Strategic Plan is in its second full year of implementation, and after extensive engagement during Spring 2024 an Operational Plan was developed for the current school year. A number of commitments across four priority areas (*Equity, Diversity & Inclusion, Success for Each Learner, Growing the Capacity of Self & Others, and Stewardship for the Future*) are being actioned during the school year. This report and presentation is being shared to inform the Board of progress being made across 17 commitments found within the 2024-25 Operational Plan.

CURRENT SITUATION

Varying levels of progress are being realized across the 17 Operational Plan commitments, and more work will be taking place during the second half of the school year. Progress indicators of 'Beginning', 'On Track' and 'Completed' are used along with verbal updates from multiple members of the Senior Team to communicate progress.

CONCLUSION

The 2024-25 Operational Plan is largely guiding the work of the District Leadership Team, and progress is being made towards the completion of multiple actions contained within the plan.

RECOMMENDATION

Continue to monitor the progress of the implementation of the Operational Plan on a monthly basis through the Superintendent's Update.



PUBLIC BOARD MEETING

KEY MESSAGES

- The 2024-25 Operational Plan was created following extensive engagement in Spring 2024.
- The Operational Plan guides the work at the leadership level in Rocky Mountain School District.
- 17 Commitments are being actioned across 4 priority areas:
 - *Equity, Diversity & Inclusion*
 - *Success for Each Learner*
 - *Growing the Capacity of Self & Others*
 - *Stewardship for the Future*
- Senior team members track the progress being made across the 17 commitments internally.
- Actions impact student outcomes across multiple measures including academic achievement, student perception, and other indicators of wellness and social emotional growth.



Operational Plan: Mid-Year Update to the Board of Education

Senior Leadership Team
January 14, 2025



1

1

Measuring Our Progress



Beginning



On Track



Completed

2

2





Priority 1 – Equity, Diversity & Inclusion

3

3



Equity, Diversity & Inclusion

Area of Focus + Commitment	Progress
<p>Increase Equity for Marginalized Populations: Address Existing Barriers to Equity and Provide Safe Environments in Schools to Support Student Belonging and Identity. Director of Instruction Trent Dolgopol</p>	 ON TRACK
<p>Advance Truth & Reconciliation: Support School Learning Activities About Truth & Reconciliation. District Principal Jenny Reid</p>	 ON TRACK

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4

Equity, Diversity & Inclusion	
Area of Focus + Commitment	Progress
<p>Advance Truth & Reconciliation: Establish an Indigenous Education Council. <i>Superintendent Aaron Callaghan</i></p>	 <p>BEGINNING</p>
<p>Elevate Student Agency in Organizational Decisions & Processes: Enhance Student Voice to Include Agency & Leadership. <i>Assistant Superintendent Steve Wyer</i></p>	 <p>ON TRACK</p>

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Priority 2 – Success for Each Learner

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Success for Each Learner

Focus Area + Commitment	Progress
Improve Student Outcomes: Enhance School-based Teams. <i>Director of Instruction Sharon Collin</i>	 BEGINNING
Improve Student Outcomes: Implement Competency-based IEPs (Year 2) <i>Director of Instruction Sharon Collin</i>	 ON TRACK
Improve Student Outcomes: Develop an Early Literacy Framework. <i>District Principal Glenn Goslin</i>	 BEGINNING

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Success for Each Learner

Focus Area + Commitment	Progress
Improve Student Outcomes: Increase Ratio of Computer Devices to Students. <i>Director of Instruction Trent Dolgopol</i>	 ON TRACK
Improve Student Transitions: Focus on Incoming Students & Transitions to Post Secondary. <i>Director of Instruction Crystal MacLeod</i>	 ON TRACK
Improve Student Attendance: Develop Attendance Protocols at All Levels of the System. <i>Assistant Superintendent Steve Wyer</i>	 ON TRACK

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Priority 3 – Growing the Capacity of Self & Others

9

9

Growing the Capacity of Self & Others



Area of Focus + Commitment	Progress
<p>Implement Meaningful Learning Opportunities & Structures: Offer Professional Learning Communities of Practice & Develop a Mentor Program.</p> <p>Manager of Human Resources Amanda Garand</p>	 <p>ON TRACK</p>
<p>Include Indigenous Content Perspective & Ways of Knowing: Use Key Indigenous Learning Contacts to Curate and Distribute High Quality Resources to Schools.</p> <p>District Principal Jenny Reid</p>	 <p>ON TRACK</p>

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Growing the Capacity of Self & Others

Area of Focus + Commitment	Progress
<p>Improve Health & Well-being for People in the Organization: Implement Mental Health in Schools Strategy.</p> <p style="color: red; font-weight: bold; font-size: small;">Director of Instruction Sharon Collin</p>	 ON TRACK
<p>Improve Health & Well-being for People in the Organization: Implement Well at Work District Plan.</p> <p style="color: red; font-weight: bold; font-size: small;">Assistant Superintendent Steve Wyer</p>	 ON TRACK

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Priority 4 – Stewardship for the Future

12

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Stewardship for the Future

Focus Area + Commitment	Progress
<p>Strengthen Relationships with Community, Organizations, Partners & Rightsholders: Strengthen Food Security.</p> <p style="color: red; font-weight: bold; text-align: center;">School Food Coordinator Eric Larocque</p>	 ON TRACK
<p>Take Action for a Healthy Environment: Operations Updates of LEDs, Electric Vehicles and Infrastructure.</p> <p style="color: red; font-weight: bold; text-align: center;">Director of Operations Al Ure</p>	 ON TRACK

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Stewardship for the Future

Focus Area + Commitment	Progress
<p>Enhance Digital Citizenship: Provide Learning about Artificial Intelligence, Cybersecurity and Online Safety.</p> <p style="color: red; font-weight: bold; text-align: center;">Director of Instruction Trent Dolgopol</p>	 ON TRACK

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Measuring Our Impact



At various times of the year, multiple indicators are used to measure the impact of the actions being taken. Over time, growth is expected across the following measures:



Foundational Skills
Assessment at Grades
4 & 7



Graduation
Assessments at
Grades 10 & 12



District Literacy &
Numeracy Measures



Graduation Rates



Student Surveys



Student Voice /
Agency



Attendance



Suspensions

SUPERINTENDENT'S MONTHLY UPDATE



JANUARY 2025

Happy New Year!

As we begin 2025, I'm very pleased to share stories from around the Rocky Mountain School District that highlight the intentional actions being taken to create safe, welcoming and academically rich learning environments that support student success Kindergarten through Grade 12.

MARYSVILLE ELEMENTARY SCHOOL

Aligning with their School Success Plan, teachers at Marysville Elementary have been collaborating to create meaningful numeracy tasks for the K-3 classes. The staff have been using Peter Liljedahl's book ['Mathematics Tasks for the Thinking Classroom'](#) as a key resource to support their efforts.

A numeracy task is different than a traditional word problem. Tasks are open ended, have more than one way to solve them, have more than one answer and involve collaboration and communication between students. Thoughtful questioning by the teacher is required to stretch thinking and challenge students as they work through the task.

With the School Success Plan focused on improving understanding through summarizing and justifying, creating and teaching tasks as a collaborative group has been meeting several aspects of the school goal. Staff believe that using tasks improves students' ability to summarize and justify learning (I think _____ because _____), and the focus has given teachers an opportunity to learn more about strategies that improve comprehension in math.

In a few classrooms, MES Principal Stacy DeCosse has modeled the writing, teaching and assessing of numeracy tasks and teachers have spent time observing the task and students. After lessons, teachers debriefed on what they observed, what went well, and what could be improved upon. The group also discussed using the BC Learning Pathways to provide feedback and use as assessment tools.

The staff have enjoyed working and learning together and more collaborative task days are being planned for 2025.



K-3 students use vertical surfaces to collaborate on rich numeracy tasks at Marysville Elementary School





NICHOLSON ELEMENTARY SCHOOL



With a focus on the uniqueness of their own brains, students are learning to value diversity at Nicholson Elementary.

At Nicholson Elementary School, one of the schoolwide goals is for students to learn about themselves as unique individuals and value diversity in themselves and others. With a November focus on Neurodiversity, the theme was ‘Everyone’s Brain Looks Different’. Teachers used a variety of text resources and videos to support their lessons on how our brains are different, leading to rich class discussions about the similarities and differences between our brains.

Over the course of the month, students created a map of their brain that included all the images and words that depicted what they feel and think. In Grade 2/3, students also wrote about how their brain helps them, such as “My brain can help read books and do backflips” and “My brain likes to learn”. Each classroom displayed their diverse brains on the bulletin board in the hallway for the whole school community to view.

The next schoolwide focus will be ‘Family Dynamics’ and students will consider their unique family structure, showing all the family members that support their growth and development.

STRENGTHENING FOOD SECURITY



Rocky Mountain School District has established many partnerships this year in support of food security.

Within the district’s priority area ‘Stewardship for the Future’, there is a clear emphasis on collaborating with community partners to enhance food security in 2024-25. Significant progress has been made in this regard across the communities of Golden, Invermere, and Kimberly, as well as with regional, provincial, and national organizations. Just some of these partnerships include:

- North Okanagan Land to Table Network & Farm to School BC
- Farm to Cafeteria Canada & Coalition for Healthy School Food
- Seamus Damstrom, Dietitian with Interior Health
- Kevin Morrall, Akisqnuq First Nation
- Golden, Columbia Valley and Kimberley/Cranbrook Food Banks
- Groundswell

RMSD would like to extend a special ‘shout out’ to Kimberley Food Recovery for their support of an exciting pilot program featuring a ‘meal a week’ commencing soon at McKim Middle School!





SCHOOLSWIDE ACTIVITY TIME AT LADY GREY ELEMENTARY SCHOOL

Schoolwide Activity Time has become a fixture in the Lady Grey Elementary School schedule for the past few years. Time has been built into each week to allow for whole school activities such as assemblies and other opportunities for students and staff to engage in meaningful, fun experiences.

So far this year the school has used this time to honour Orange Shirt Day, discuss the Code of Conduct, and host school wide bingo. There have also been times when students chose from a variety of activities including card games, volleyball, board games, singing, drawing and outdoor activities like ultimate frisbee.



Learners and caregivers participate in a recent Schoolwide Activity Time at Lady Grey Elementary School.

Most recently in December, Lady Grey hosted 'Crafternoon' and students had a choice of 15 different winter crafts to pick from. Parents and guardians were also invited in to make the craft with their child.

These events involve students and staff across all grade levels and provide an opportunity for students to interact with peers from a variety of age groups and social circles. These activities have helped to create a sense of belonging among students and contribute positively to the overall school culture.

DISTRICT STAFF HAVE SOME FUN IN SUPPORT OF LOCAL FOOD BANKS



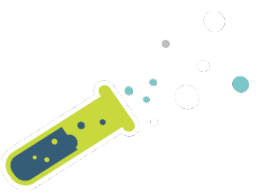
Pictured above are Yucki the Sloth and Assistant Superintendent Steve Wyer.

Many RMSD schools and work sites took the opportunity heading into the Winter Break to give back to the local community in some way.

In an effort to raise funds for local food banks, staff at the District Office 'competed' for one-year guardianship of Yucki the Sloth. 'Winning' the competition was Assistant Superintendent Steve Wyer, who will now have Yucki in his office until December 2026!

Congratulations, Steve, and thank you to everyone who organized and participated in the fundraiser which saw \$470 donated to our three community food banks.





EARLY LITERACY ENGAGEMENT AT ALEXANDER PARK ELEMENTARY

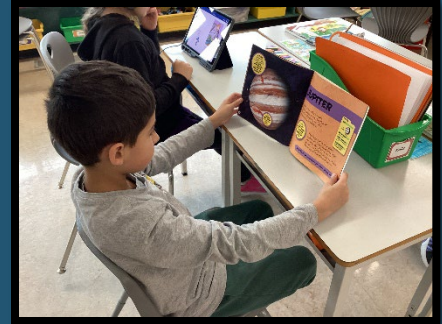
This year District Principal of Early Learning Glenn Goslin has collaborated with schools on the Early Learning Framework and the new Learning in the Primary Years document, emphasizing Pedagogical Narration. This process involves gathering evidence of student learning to make it visible and engage in dialogue about students' knowledge and next steps.

In engaging in this work at Alexander Park Elementary School, Grade 2-3 teacher Melinda Miller is focused on helping students build their metacognition of reading - ensuring they understand what they read, why they choose specific texts, and how they select their reading materials. By supporting students in knowing themselves as readers, it builds their ability to direct their own growth in learning.

In this classroom students are making book choices and reflecting on their reading preferences. Many have shared what they find easy and what they need to improve, while some require prompts for deeper engagement. The teacher implemented “book shopping” time and lessons to support the students’ choices.

Students have begun articulating their reasons for choosing certain books. One stated “I chose this book because I love the pictures, the facts and I can read most of the words”.

This initiative has allowed Ms. Miller to better understand students' strengths and needs in reading. Future steps may include partnering with the Golden Public Library and local bookstores to further develop students' reading interests.



Learners in Ms. Miller's Grades 2-3 class at Alexander Park Elementary School are developing reading independence.

COOKING UP ATOMIC PIZZA AT SELKIRK...

Learners in Mr. Mendez's Chemistry 11 class at Selkirk Secondary School recently engaged in a deep dive into atomic particles. Rather than complete worksheets to demonstrate their learning, Mr. Mendez asked students to create customized pizzas to model the atomic structure!



Selkirk Chemistry 11 learners demonstrate their learning in the kitchen!





OPEN HOUSE HELD AT THE NEW ROCKY MOUNTAIN CHILDCARE

In the fall of 2022, Rocky Mountain School District submitted a ChildCareBC New Spaces Fund application to build a new childcare facility on the grounds of Marysville Elementary School. This application was prepared in partnership with Summit Community Services Society who agreed to be the third-party operator. In December of 2022 the application was approved by the Ministry of Education and Child Care and was supported with a grant from Columbia Basin Trust. On February 2, 2023 a groundbreaking event was held with then Minister of State for Child Care, Grace Lore, attending. Construction on the facility began that fall.



An Open House was recently held at Rocky Mountain Childcare, adjacent to Marysville Elementary School, to celebrate the completion of the new facility.



Pictured at the Open House are Rocky Mountain School District Director of Instruction Crystal MacLeod and Summit Childcare Director Cheryl Anderson.

On Monday, January 6 the school district proudly hosted an Open House with Summit Community Services Society at the new Rocky Mountain Childcare Centre in Marysville. The purpose of this event was to celebrate the construction completion and share the building with the public. The evening was a huge success with approximately 200 families and community members attending including Mayor Don McCormick, Christine Hoehsmann from Columbia Basin Trust, Trustee Darryl Oakley, and Columbia River-Revelstoke MLA Scott McInnis.

This project would not have been possible without the Rocky Mountain School District Board of Education's approval, the Ministry of Education and Child Care's financial commitment to have an Early Learning and Child Care Lead in each district across the province, and the ChildCareBC New Spaces Fund. Additionally, the partnership with Summit and the time and effort of the school district's Finance Department, Operations Department, and Senior Leadership Team have all been instrumental in bringing this facility to life.



DATE: January 14, 2025
TO: Board of Trustees
FROM: Alan Rice, Secretary Treasurer
SUBJECT: Budget Utilization Summary – December 31, 2024
ORIGINATOR: Alan Rice
REFERENCE: Budget Utilization Summary – December 31, 2024



PUBLIC BOARD MEETING

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. The budget figures have been updated to the preliminary amended budget figures based on fluctuations to enrolment and staffing.

CURRENT SITUATION

Instruction: increase of approximately \$713,000 from prior year attributable to increase in salaries and benefits. Actual amounts are in line with budget with a variance of 0.27% below estimated for the current year.

Administration: increase of approximately \$144,000 from prior year which is attributable to increases to salaries and benefits. Actual amounts are in line with budget with a variance of 0.51% below estimated.

Operations and Maintenance: decrease of approximately \$4,000 from prior year. Although salaries and benefits increased, this has been offset by lower than anticipated maintenance costs (parts) and furniture/equipment replacement. Actual amounts are in line with budget with a variance of 3.20% below estimated as we head into colder weather months.

Transportation: increase of approximately \$128,000 from prior year. Primarily attributable to salaries and benefits. Actual amounts are in line with budget at 1.09% below estimated.



PUBLIC BOARD MEETING

CONCLUSION

Expenditures to date are below budget by 0.70% and greater than the prior year by \$981,000 for the same timeframe. The operating variance of actual to budget for year-to-date is considered reasonable.

RECOMMENDATION

Continue to monitor on a monthly basis.

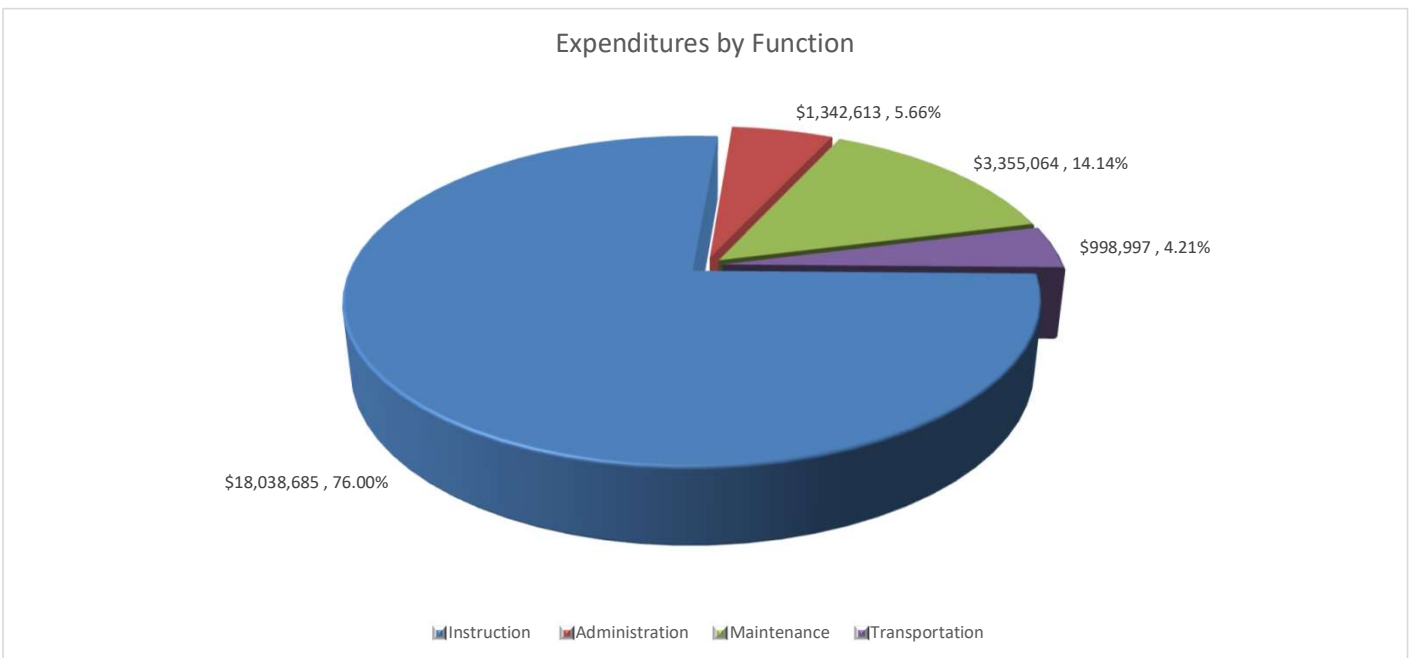
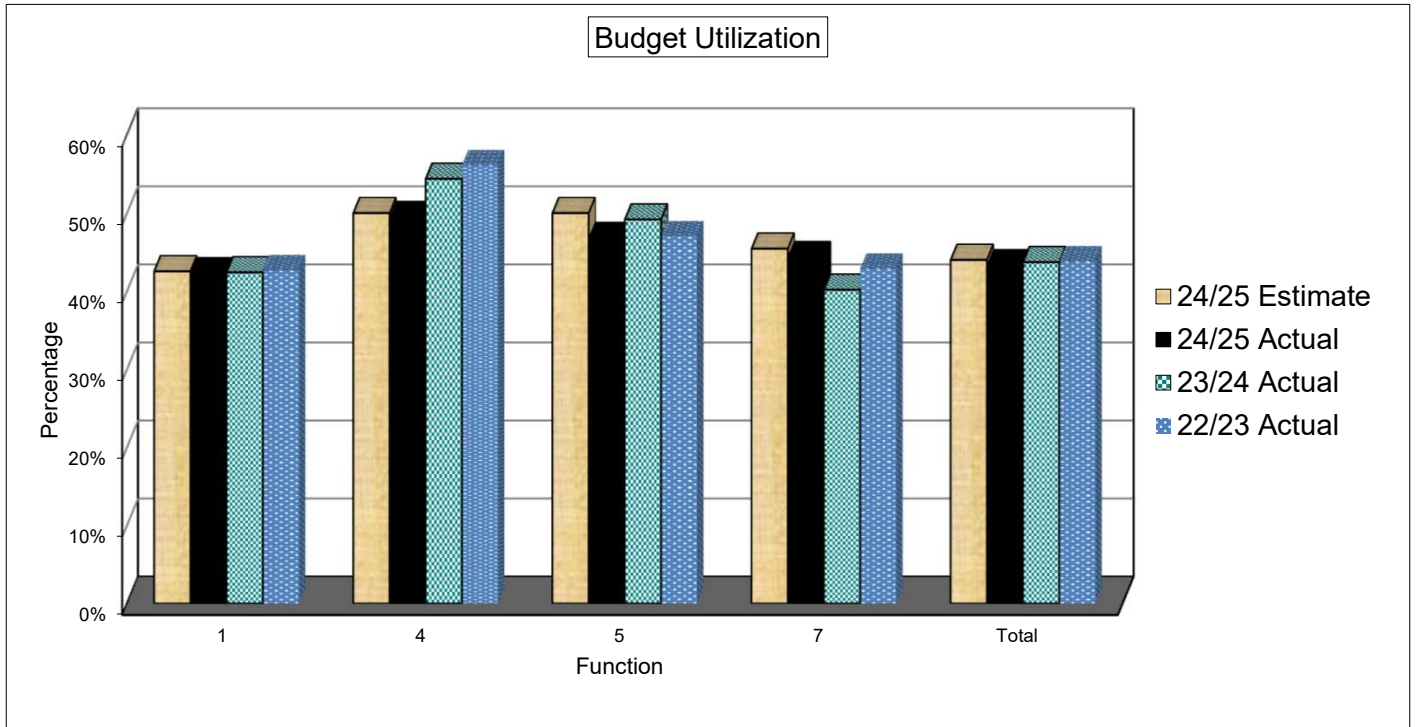
STRATEGIC ALIGNMENT

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

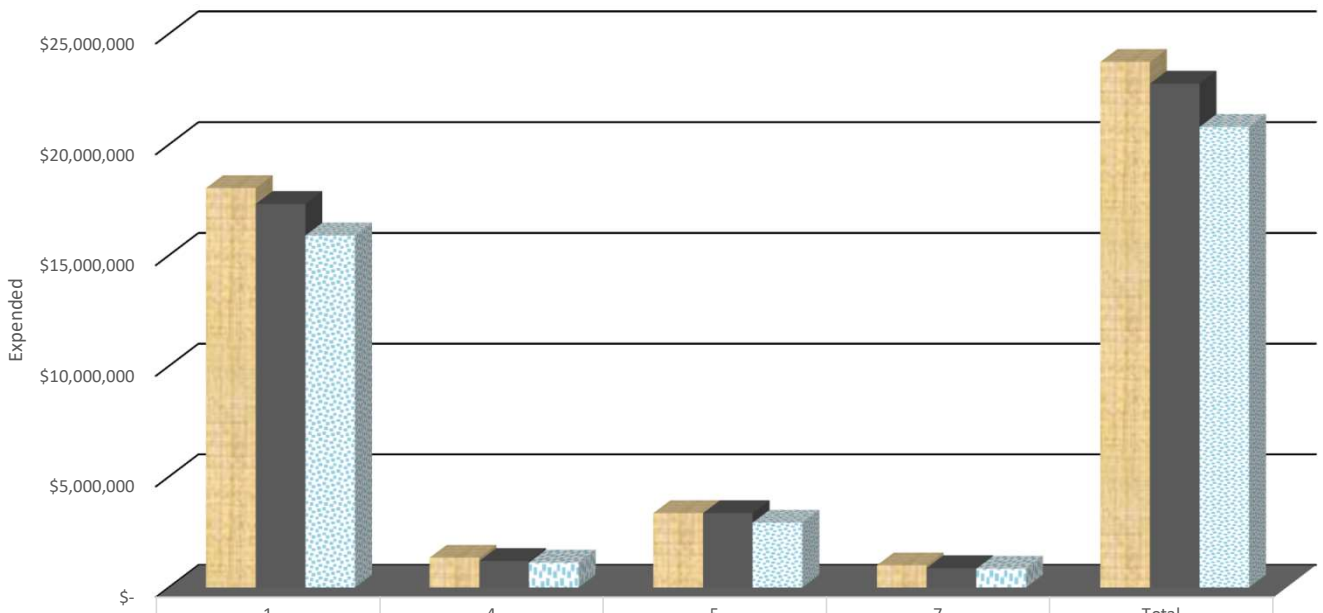


**ROCKY MOUNTAIN SCHOOL DISTRICT
BUDGET UTILIZATION SUMMARY
12/31/2024**

<u>FUNCTION</u>	<u>#</u>	<u>MONTHS</u>	<u>BUDGET</u>	<u>2024/25 EXPENDED</u>	<u>ACTUAL</u>	<u>ESTIMATE</u>	<u>2023/24 ACTUAL</u>
Instruction	1	10	\$ 42,666,067	\$ 18,038,685	42.28%	42.55%	42.42%
Administration	4	12	\$ 2,712,801	\$ 1,342,613	49.49%	50.00%	54.40%
Maintenance	5	12	\$ 7,168,345	\$ 3,355,064	46.80%	50.00%	49.19%
Transportation	7	11	\$ 2,252,183	\$ 998,997	44.36%	45.45%	40.19%
Total			\$ 54,799,396	\$ 23,735,359	43.31%	44.01%	43.72%



3 Year Actual Expenditure Comparison



	1	4	5	7	Total
■ 2024/25 Actual	\$18,038,685	\$1,342,613	\$3,355,064	\$998,997	\$23,735,359
■ 2023/24 Actual	\$17,325,726	\$1,198,663	\$3,359,081	\$871,250	\$22,754,720
■ 2022/23 Actual	\$15,899,762	\$1,124,160	\$2,927,648	\$846,649	\$20,798,219

PUBLIC BOARD MEETING

DATE: January 14, 2025
TO: Board of Trustees
FROM: Field Trip Committee
SUBJECT: December Approved Field Trips (3 Total)
ORIGINATOR: Steve Wyer, Assistant Superintendent
REFERENCE: [Policy](#) and [District Practice](#) 8600



ISSUE

As per Policy and District Practice 8600, the Board of Education receives an annual report on field trips taken. It has been communicated that a monthly report on field trips will be presented to the Board of Trustees.

BACKGROUND

In 2022, the Board of Education approved changes to the Field Trip policy and district practice. One of the amendments was to provide an annual report on field trips.

There are two categories of field trips: high care field trips, and low care field trips. This report will only be reviewing the monthly high care field trips that have been approved during the month.

HIGHER CARE FIELD TRIP

- Higher care field trips require special safety considerations (e.g. skiing, mountain biking, open water activities, outdoor rock or ice climbing, or back country activities).
- Higher care field trips that require special safety considerations require the teacher/leader and/or a third-party provider to be certified in the activity (e.g. taking students rock climbing require the teacher/leader to be ACMG certified or hire a certified professional and provide their certification. Evidence of certification is not required for well-established third-party business vendors).
- Once the principal approves the higher care field trip, the proposal is forwarded to the District Administration Building for Superintendent (or Assistant Superintendent) review and approval. In some cases, final approval rests with the Field Trip Committee.
- Higher care travel excursions are beyond British Columbia and Alberta, or the trip is within BC and in excess of two (2) days (i.e. two overnight) in duration.



PUBLIC BOARD MEETING

CURRENT SITUATION

School	High Care Field Trips (#)
Golden Secondary	One (1)
Gr 8-9 Lifestyle Recreation Class participated in an Alpine Skiing Trip for one day at Kicking Horse Mountain Resort.	
Selkirk Secondary School	Ongoing Multiple Dates
Gr. 9 and 10-12 Outdoor Education and Active Living 11-12, participated in ongoing x-country skiing trips to the Nordic Centre and Trickle Creek in Kimberley	
10-12 Outdoor Education participated in a 3 Day hiking and winter camping trip in Kootenay Pass.	

CONCLUSION

Rocky Mountain School District No. 6 has approved 3 high care field trips this past month.



January 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 New Year's Day Winter Break	2 Winter Break	3 Winter Break	4
5	6 Schools Re-open	7 Labour Relations Committee Virtual at 12:30 pm Policy Committee Virtual at 4:30 pm	8	9	10	11
12	13	14 Board of Education Meeting, Virtual 4:45 pm In-Camera 6:00 pm Regular	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
◀ Jan 2025						Mar 2025 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 Labour Relations Committee Virtual at 12:30 pm Policy Committee Virtual at 4:30 pm	5	6 District Wellness Committee Invermere at 9:30 am	7	8
9	10	11 Board of Education Meeting, Virtual 4:45 pm In-Camera 6:00 pm Regular	12	13	14	15
16	17 Family Day No School	18 Non-Instructional Day (School Not IN Session)	19	20 Shuswap LEA Signing Ceremony Location TBD 5:00 pm	21	22

February 2025						
◀ Jan 2025						Mar 2025 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
23	24	25	26	27	28	