

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

**Date:** March 14, 2023

**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 February 14, 2023

4.2 Synopsis of in-camera meeting of February 14, 2023 (Alan Rice)

**5. PRESENTATIONS/DELEGATIONS**

5.1 Niall Gleeson – Request for school bus service to Kicking Horse Mountain Resort\*

**6. MATTERS ARISING FROM THE MINUTES**

**7. STRATEGIC AND POLICY ISSUES**

7.1.1 Third Reading NIL

7.1.2 Second Reading

Policy 8900, Child care (Karen Shipka)\*

7.1.3 First Reading NIL

**8. OPERATIONAL ISSUES**

8.1 School Calendars Report 2023-2024; DRAFT School Calendar 2024-2025; DRAFT School Calendar 2025-2026 (Karen Shipka) \*

8.2 2023-24 Board of Education meeting and site visit calendar (Karen Shipka)\*

8.3 Capital Bylaw – Annual Five-Year Capital Plan Submission for 2023/24 (Alan Rice)\*

Ministry Response to the Annual Five-Year Capital Plan Submission for 2023/24

2023/24 Annual Programs Funding Agreement for SD6  
School Bus Purchasing

- 8.4 Rocky Mountain International Student Program Fee Increase (Danielle Warren)\*
- 8.5 Kimberley Trails Society request to serve alcohol at McKim Middle School (Alan Rice)\*

## **9. REPORTS**

- 9.1 Budget utilization report – February 28, 2023 (Alan Rice)\*
- 9.2 2023-24 Annual Facilities Grant (Al Ure)\*
- 9.3 Marysville Elementary School childcare facility update (Al Rice)\*
- 9.4 BC School Trustees Association (Jane Thurgood Sagal)
- 9.5 BC School Trustees Association, Kootenay Boundary Branch (Rhonda Smith)
- 9.6 BC Public Schools Employers Association (Scott King)

## **10. INFORMATION ITEMS**

- 10.1 Correspondence
  - 10.1.1 Correspondence from BC Chapter of the Coalition for Healthy School Food \*
- 10.2 March and April 2023 calendar\*

## **11. FORTHCOMING EVENTS**

- 2023.04.04 Labour Relations Committee meeting, Virtual, 12:30 p.m.
- 2023.04.11 Board of Education Meeting, J. Alfred Laird Elementary School
  - In-Camera 6:00, p.m.
  - Regular Meeting, 7:00 p.m.
- 2023.04.27-30 BCSTA AGM, Vancouver

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

## **14. ADJOURNMENT**

\* attachment

## School Bus Service to Kicking Horse Mountain Resort

Base on the information I have, below is the number of SD6 students that have not had bus service for school years listed. I believe enough time has gone by that SD6 needs to start providing service to these students and families.

- 2023/2024 (Expected): 9 or more
- 2022/2023: 9
- 2021/2022: 9
- 2020/2021: 5

An application for the 2022/2023 school year was submitted on May 24th, 2022. Below is the summary of the Application for 2022/2023 school year sent on January 10, 2022.

### District Practice 7000

“4.1 Applications for new bus routes, stops or extensions to existing bus routes shall be submitted to the Operations Supervisor in writing.”

The criteria for a route change evaluation listed in District Practice 7000 4.1 are:

- (a) safety of the students affected;
  - For safety SD6 expressed concerned about time spent on the bus. Considering the Green, Yellow, Blue, and Red bus start picking up kids between 7:29am and 7:41am. This should not be a problem. I have to think this road is much safer than 60 to 50 kms at highway speeds the current Green and Yellow routes do.
- (b) 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);
  - As mentioned, there are 9 student/4 Family's. Which I understand all received the subsidy, adding the Kicking Horse Resort to an existing route I would think would make this economic. RCR has also expressed interest in providing the service. They might be more economical than the SD operational costs.
- (c) space limitations of the particular bus route;
  - As I don't have access to the current numbers I can't comment.
- (d) implications for other students on the affected route;
  - SD6 expressed concerned over delays with the train crossing. If this was the last stop, this is only a problem in the mornings. We currently leave for school at 8:30 and have only been late for school once in the last 2

schools because of a train (an attendance records check could confirm this). If a buffer time is built in this should not be a problem. Given the other start times of 7:29 to 7:41 there should be plenty of room for a buffer. The option would be use RCR for the bus service, which would negate the potential implications for other students.

- (e) road conditions of proposed route or extension; and,
  - SD6 expressed concerned road concerns with snow. Again, I have to think this road is much safer than 60 to 50 kms at highway speeds the current Green and Yellow routes do. Communication with Emcon to let them know the timing of a school bus and snow clearing should be able increase the safety of the road. There could be more no bus service day on this route if weather conditions create a safety concern.
- (f) younger students or students with health problems will be given preference over other students.
  - For the 2023/20224 school year all the students will be in grade 4 or higher.

Thank you for taking the time to read and review my submission for the 2023/2024 school year. If there is anything I can do to facilitate getting this route getting approved, please let me know.

Thanks,  
Niall

Niall Gleeson  
Kicking Horse Resort Resident



## POLICY 8900

### Child Care

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#### **POLICY:**

The Board of Education (“Board”) recognizes the importance of child care for families and aspires to offer childcare at schools where, amongst other factors, space permits. The Board believes that offering before and after school care programs at a student’s school is a seamless option for families. The use of Board property by licensed child care providers must comply with [District Policy and Practice 6100](#).

Guiding principles of this policy are outlined in the associated district practice.

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

**REFERENCES: LIST AND HYPERLINK APPROPRIATE REFERENCES**



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**DISTRICT PRACTICE:**

1. The Board will, from time to time on an ongoing basis, assess community need for childcare programs on Board property, through a process of engagement with employee groups, parents and guardians, Indigenous community representatives, Indigenous rightsholders, Indigenous service providers, and existing child care operators. The process for engagement will be reviewed on an ongoing basis.
2. If child care programs are to be provided on Board property, the Board will consider, on an ongoing basis, whether those programs are best provided by licensees other than the Board, the Board, or a combination of both.
3. Child care programs, if operated by the Board, will be operated for a fee no greater than the direct costs the Board incurs in providing the child care program.
4. Fees for the use of Board property by licensees other than the Board will not exceed the direct and indirect costs the Board incurs in making Board property available for the child care program. Direct and indirect costs include:
  - a. utilities;
  - b. maintenance and repair;
  - c. a reasonable allowance for the cost of providing custodial services;
  - d. a reasonable allowance for time school district administrators and other staff spend on matters relating to the use of Board property by licensed child care providers;
  - e. any other incremental costs directly related to the provisions of child care services on Board property.
5. In selecting licensees other than the Board to operate a child care program, the Board will give special consideration to candidate's proposals to:
  - a. provide inclusive child; and
  - b. foster Indigenous reconciliation in child care.

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

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



## District Practice 8900

### Child Care

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6. Any contract with a licensee other than the Board to provide a child care program on Board property must be in writing and subject to review no less than annually. The contract must contain:
  - a. a description of the direct and indirect costs for which the licensee is responsible;
  - b. an agreement by the licensee to comply with this district practice and all other applicable policies/administrative procedures;
  - c. a provision describing how the agreement can be terminated by the Board or the licensee;
  - d. an allocation of responsibility to ensure adequate insurance is in place to protect the interests of the Board’
  - e. a statement that the agreement can only be amended in writing, signed by the Board and the licensee;
  - f. a requirement for the licensee to maintain appropriate standards of performance; and
  - g. a requirement that the licensee must at all times maintain the required licenses to operate a child care facility.
  
7. Prior to entering into or renewing a contract with a licensee other than the Board to provide a child care program on Board property, the Board will consider:
  - a. whether it is preferable for the Board to become a licensee and operate a child care program directly;
  - b. the availability of school district staff to provide before and after school care;
  - c. whether, with respect to a licensee seeking renewal or extension of a contract, the licensee has performed its obligations under this district practice and its contract with the Board, with specific regard to performance in respect of providing an inclusive child care program and one that promotes Indigenous reconciliation in child care; and
  - d. the utilization of the British Columbia Early Learning Framework to guide and support learning experiences in child care settings.
  
8. If the Board decides to operate a child care program, the Board will ensure that it is operated in a manner that:
  - a. fosters indigenous reconciliation in child care. In particular, the child care program will be operated consistently with the following principles of the British Columbia [Declaration on](#)

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

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

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## District Practice 8900

### Child Care

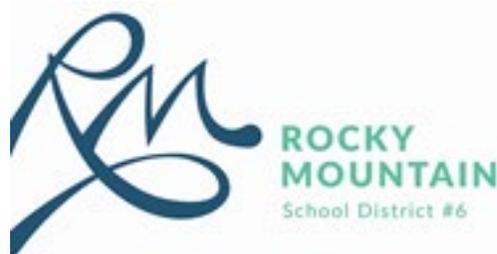
- 
- [the Rights of Indigenous Peoples Act](#): (i) Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including in the area of education; (ii) “Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories, and aspirations which shall be appropriately reflected in education”; and
- b. is inclusive and consistent with the principles of non-discrimination set out in the British Columbia [Human Rights Code](#).

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

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

# PUBLIC BOARD MEETING

**DATE:** March 14, 2023  
**TO:** Board of Trustees  
**FROM:** Karen Shipka, Superintendent of Schools  
**SUBJECT:** Calendar 2023-2024, 2025-2026  
**ORIGINATOR:** Steve Wyer, Assistant Superintendent  
**REFERENCE:** DRAFT Calendars attached to Board Package



## ISSUE

The Board of Education will receive feedback from the 2023, 60 day calendar consultation in order to approve a district calendar for 2023-2024 and a calendar in principle for 2025-2026

## CURRENT SITUATION

Calendar timelines are described in the School Act and in the School District No. 6 Bylaws.

In December of 2020, the Board of Education carried a motion to each year, approve one calendar for the upcoming year and to carry calendars for the two years beyond, in principle. Each calendar requires a 60 day public consultation period in order to comply with School Act and District Bylaw requirements by March 31, 2023. Currently, the 2023-2024 and 2025 -2026 calendars have received feedback according to the 60 day public consultation period.

## Feedback

The 60 day consultation window ran from the December 13, 2022 to February 14, 2023 and 22 people responded. While few responses were received, the following feedback was collected during the feedback cycle.

1. Perhaps reconsider the Christmas Break period in years where there is a full week prior to Christmas Day. The suggestion would be to consider beginning the break later in December to allow a longer period of break after January 1.
2. In 2020 the district sought opinion on a number of questions about break alignment with other jurisdictions as well as length and position of winter and spring breaks. Run another district survey for 2024.
3. 11 employees provided feedback suggesting some or all of the up-front non-instructional days be moved to within the instructional year.



## **FUTURE CONSIDERATIONS**

1. In the coming year, the Board of Education will need to further explore the request to adjust the June 30, 2025 end of year to June 27, 2025. June 30 is a Monday, which would require employees to come to work for this day before beginning summer break. Setting Friday, June 27<sup>th</sup>, 2025 as the last day of the school year is able to be accommodated by including all the instructional minutes in one fewer day, shortening Spring Break to one week, or by adjusting a non-instructional day back into August through the collective agreement process in F.22.
2. The current calendars include September 30<sup>th</sup> as a weekend. The replacement date for this provincial holiday will be October 2, 2023.

## **IMPLICATIONS**

With respect to adjusting the April 22, 2024 non instructional day to align with SD 5, this will significantly open up the number of possible learning opportunities for our own staff on this day. Additionally, this adjustment would support the growth of employees' professional networks between districts.

In consultation with the RMTA in accordance with F. 22 of the Collective Agreement, the district is proposing one of the August up front days be moved into the instructional calendar. It will be on Monday, September 25<sup>th</sup>. Two days will remain in August – one non-instructional day (31) and the Ministry mandated non-instructional day (30). This is an important agreement as it allowed for relationship building as well as for both sides to achieve gains. Additionally, February 20 was proposed as the district NID, planned by the RMTA. While this does cause a 4 day instructional break, it is preferable to having two Mondays in a row of no instruction as previously proposed for Feb 12<sup>th</sup> and 19<sup>th</sup>. At least in this model, families can plan to extend their family day weekend with their children.

## **FINANCIAL IMPLICATIONS**

There are no significant financial implications associated with this calendar approval process.

## **CONCLUSION**

The district calendar for 2023-2024 requires final approval. The district seeks approval in principle for the district calendar 2025-2026.

## **RECOMMENDATION/POSSIBLE MOTION**

### **Motion:**

The Board of Education for School District No. 6 (Rocky Mountain) approve the DRAFT 2023-2024 as the FINAL calendar.

### **Motion:**

The Board of Education for School District No. 6 (Rocky Mountain) approve the DRAFT calendar for 2025-2026 in principle.

## **STRATEGIC ALIGNMNET**



# PUBLIC BOARD MEETING

- Inclusion and Equity
- Accountability
- Innovation





# 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

## 2023-2024 SCHOOL CALENDAR

### 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 (Jul. 3 in lieu)  
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) - Aug. 30  
Non-Instructional Days - Aug. 31

### 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 - Sept. 4  
Back to School - Sept. 5  
Non-Instructional Day - Sept. 25  
instructional days 18

### 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				

Ntl. Day for Truth Reconciliation Sept 30 (Oct. 2 in lieu)  
Thanksgiving - Oct. 9  
Non-Instructional Day (PSA) - Oct. 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
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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  
Winter Break - Dec. 25 - Jan. 5  
instructional days 16

### JANUARY

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	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. 8  
instructional days 18

### FEBRUARY

S	M	T	W	T	F	S
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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 - Feb. 20  
Family Day - Feb. 19  
instructional days 19

### MARCH

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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

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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 - Apr. 1  
School Reopens - Apr. 2  
Non-Instructional Day (RSA) - Apr. 22  
instructional days 20

### MAY

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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

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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  
Grades 1-7: 878  
Grades 8-12: 952

Days of Instruction: 183  
Non-Instructional Days: 7



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## 2024-2025 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

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18	19	20	21	22	23	24
25	26	27	28	29	30	31

Civic Holiday - Aug 5  
Non-Instructional Days - Ministry Day, Pro-D  
Aug 28, 29, and 30 instructional days 0

### SEPTEMBER

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Labour Day - Sep 2  
Back to School - Sep 3  
Ntl. Day for Truth and Reconciliation - Sept 30  
instructional days 19

### OCTOBER

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20	21	22	23	24	25	26
27	28	29	30	31		

Thanksgiving - Oct 14  
Non-Instructional Day (for Pro-D, PSA) - Oct 18  
instructional days 21

### NOVEMBER

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17	18	19	20	21	22	23
24	25	26	27	28	29	30

Remembrance Day - Nov 11  
instructional days 20

### DECEMBER

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Christmas/Boxing Day - Dec 25/26  
Winter Break - Dec 23 - Jan 3  
instructional days 15

### JANUARY

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New Year's Day - Jan 1 School Reopens - Jan 6  
instructional days 20

### FEBRUARY

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23	24	25	26	27	28	

Non-Instructional Day (for Pro-D) - Feb 10  
Family Day - Feb 17 instructional days 18

### MARCH

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30	31					

Spring Break - Mar 17 -28  
instructional days 10

### APRIL

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27	28	29	30			

Good Friday - April 18  
Easter Monday - April 21 School Reopens - Apr 22  
Non-Instructional Day (for Pro-D- RSA) - Apr 28  
instructional days 19

### MAY

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18	19	20	21	22	23	24
25	26	27	28	29	30	31

Victoria Day - May 20 instructional days 21

### JUNE

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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 30 instructional days 20

#### LEGEND:

- Instructional Days
- Non-Instructional Days
- Statutory Holidays

Hours of Instruction Offered:  
Kindergarten: 849  
Grades 1-7: 874  
Grades 8-12: 947

Days of Instruction: 183  
Non-Instructional Days: 7



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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

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Civic Holiday - Aug 4  
Non-Instructional Days - Ministry Day, Pro-D Aug 26, 27, and 28

### SEPTEMBER

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21	22	23	24	25	26	27
28	29	30				

Labour Day - Sep 1  
Back to School - Sep 2  
Ntl. Day for Truth and Reconciliation - Sept 30  
instructional days 20

### OCTOBER

S	M	T	W	T	F	S
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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 13  
Non-Instructional Day (for Pro-D, PSA) - Oct 17  
instructional days 21

### NOVEMBER

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30						

Remembrance Day - Nov 11  
instructional days 19

### DECEMBER

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Christmas/Boxing Day - Dec 25/26  
Winter Break - Dec 23 - Jan 3  
instructional days 15

### JANUARY

S	M	T	W	T	F	S
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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 5  
instructional days 20

### 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 9  
Family Day - Feb 11  
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 16 -27  
instructional days 12

### 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		

Good Friday - April 3  
Easter Monday - April 6  
Non-Instructional Day (for Pro-D- RSA) - Apr 20  
instructional days 19

### 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 18  
instructional days 20

### 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: 185  
Non-Instructional Days: 7

**DATE:** March 14, 2023  
**TO:** Board of Trustees  
**FROM:** Karen Shipka, Superintendent of Schools  
**SUBJECT:** Schedule of Board of Education meetings for the 2023-24 school year  
**ORIGINATOR:** Stacey Ursulescu  
**REFERENCE:**

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**ISSUE**

The Board of Education “Board” be provided a draft schedule of meetings and a draft schedule of site visits for the 2023-24 school year.

**BACKGROUND**

Each year the Board of Education sets meeting dates and locations for the upcoming school year. The Board meets on the second Tuesday of every month, except in July and August, in various locations throughout School District No. 6 (Rocky Mountain). The Board holds their meetings at various schools throughout the school district in an effort to visit each school site several times during the 4-year tenure of each Board.

**CURRENT SITUATION**

Attached are two calendars, the schedule of Board of Education meetings and the schedule of school site visits. The Board of Education is required to adopt their schedule of Board of Education meetings and publicize their meeting dates.

**FINANCIAL IMPLICATIONS**

Board of Education meetings are accounted for annually through the budget planning cycle and process.

**CONCLUSION**

The Board of Education review and adopt their 2023-24 schedule of meetings and site visits.

**RECOMMENDATION**

**Proposed Motion**

THAT, the Board of Education of School District No. 6 (Rocky Mountain) approve the Board of Education, Schedule of Meetings and site visits for the 2023-24 school year as presented at this meeting.



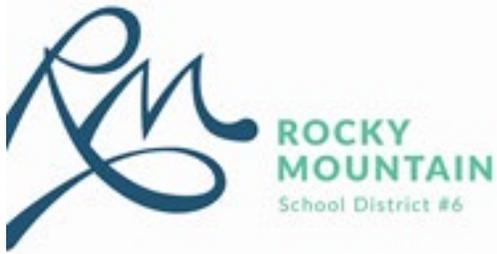


**School District No. 6 (Rocky Mountain)  
Board of Education – Schedule of Meetings  
2023-2024**

Board of Education meetings are held on a rotational basis at different schools located throughout School District No. 6 (Rocky Mountain) to provide Trustees with the opportunity to visit each school site. Meetings held during the winter months are conducted virtually from each zone office.

Tuesday, September 12, 2023	7:00 p.m.	<b>Kimberley Zone</b> , McKim Middle School
Tuesday, October 10, 2023	7:00 p.m.	<b>Golden Zone</b> , Lady Grey Elementary School
Tuesday, November 14, 2023	7:00 p.m.	<b>Windermere Zone</b> , David Thompson Secondary School
Tuesday, December 12, 2023	7:00 p.m.	Virtual, Zone Offices
Tuesday, January 9, 2024	7:00 p.m.	Virtual, Zone Offices
Tuesday, February 13, 2024	7:00 p.m.	Virtual, Zone Offices
Tuesday, March 12, 2024	7:00 p.m.	Virtual, Zone Offices
Tuesday, April 9, 2024	7:00 p.m.	<b>Windermere Zone</b> , Martin Morigeau Elementary School
Tuesday, May 14, 2024	7:00 p.m.	<b>Kimberley Zone</b> , Selkirk Secondary School
Tuesday, June 11, 2024	7:00 p.m.	<b>Golden Zone</b> , Golden Secondary School





**School District No. 6 (Rocky Mountain)  
Board of Education – Schedule of Meetings  
2023-2024**

Board of Education meetings are held on a rotational basis at different schools located throughout School District No. 6 (Rocky Mountain) to provide Trustees with the opportunity to visit each school site. Meetings held during the winter months are conducted virtually from each zone office.

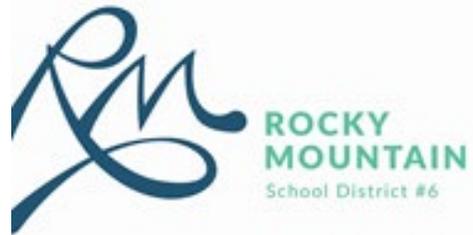
Tuesday, September 12, 2023	7:00 p.m.	<b>Kimberley Zone</b> , McKim Middle School 8:30 – 9:30 Kimberley Alternate School 9:45 – 12:30 Marysville Elementary School (Lunch) 12:45 – 3:00 McKim Middle School 5:15 Dinner 6:00 In camera meeting 7:00 Regular meeting
Tuesday, October 10, 2023	7:00 p.m.	<b>Golden Zone</b> , Lady Grey Elementary School 10:30 – 1:00 Alexander Park Elementary School (Lunch) 1:15 – 3:00 Lady Grey Elementary School 5:15 Dinner 6:00 In camera meeting 7:00 Regular meeting
Tuesday, November 14, 2023	7:00 p.m.	<b>Windermere Zone</b> , David Thompson Elementary School 8:30 – 9:50 Windermere Elementary School 10:00 – 11:00 Open Doors 11:15 – 12:45 J. Alfred Laird Elementary School (Lunch) 1:00 – 3:30 David Thompson Elementary School 5:15 Dinner 6:00 In camera meeting 7:00 Regular meeting
Tuesday, December 12, 2023	7:00 p.m.	Virtual, Zone Offices
Tuesday, January 9, 2024	7:00 p.m.	Virtual, Zone Offices
Tuesday, February 13, 2024	7:00 p.m.	Virtual, Zone Offices
Tuesday, March 12, 2024	7:00 p.m.	Virtual, Zone Offices



Tuesday, April 9, 2024	7:00 p.m.	<p><b>Windermere Zone</b>, Martin Morigeau Elementary School</p> <p>8:15 –9:45 Edgewater Elementary School</p> <p>10:30 – 12:45 Eileen Madsen Elementary School (Lunch)</p> <p>1:30 – 3:00 Martin Morigeau Elementary School</p> <p>5:15 Dinner</p> <p>6:00 In camera meeting</p> <p>7:00 Regular meeting</p>
Tuesday, May 14, 2024	7:00 p.m.	<p><b>Kimberley Zone</b>, Selkirk Secondary School</p> <p>10:15 – 12:30 Lindsay Park Elementary School (Lunch)</p> <p>12:45 – 3:00 Selkirk Secondary School</p> <p>5:15 Dinner</p> <p>6:00 In camera meeting</p> <p>7:00 Regular meeting</p>
Tuesday, June 11, 2024	7:00 p.m.	<p><b>Golden Zone</b>, Golden Secondary School</p> <p>10:15 – 12:30 Nicholson Elementary School (LUNCH)</p> <p>12:45 – 1:15 Golden Alternate School</p> <p>1:30 – 3:15 Golden Secondary School</p> <p>5:15 Dinner</p> <p>6:00 In camera meeting</p> <p>7:00 Regular meeting</p>



**DATE:** March 14, 2023  
**TO:** Board of Trustees  
**FROM:** Alan Rice, Secretary Treasurer  
**SUBJECT:** Capital Bylaw-Annual Five-Year Capital Plan Submission for 2023/24



**ORIGINATOR:** Alan Rice, Al Ure  
**REFERENCE:** SD06\_Capital Plans\_2023-24\_Response\_Letter  
Capital Plan Bylaw No 2023-24-CPSD6-01 - Draft

**ISSUE**

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw for its approved 2023/24 Capital Plan as identified in the Capital Plan Response Letter.

**BACKGROUND**

Capital funding from the provincial government covers most of the capital costs for site acquisition, new school construction and school additions or renovations. Boards of Education submit capital plans that include details on school building priorities in their school districts. The provincial government establishes an overall capital budget for schools based the Ministry's capital allocation. Each capital request is analyzed according to specific criteria and available resources are allocated to the highest-priority projects. The capital plan submissions also provide the Ministry with important insight into future year capital priorities, which can be used for longer term government planning and the determination of potential future capital funding requirements for the public education system.

If the Minister of Education and Child Care approves a capital plan or a capital plan with modifications, the Board of Education will prepare a capital bylaw according to section 143 of the *School Act*. Boards of Education require a capital bylaw for the following: site acquisitions, expansion program, replacement program, bus acquisition program, seismic mitigation program, building envelope program, school enhancement program, carbon neutral capital program, and playground equipment program.

**CURRENT SITUATION**

As per the response letter we received, below is the list of capital projects that are approved for funding:

- School Enhancement Program– Roofing Upgrades at MES - \$924,000
- Lighting Upgrades (CNCP) at McKim - \$204,000 and at NES - \$78,000
- One Replacement Bus - \$184,649

**CONCLUSION**

That the Board of Education of School District No. 06 (Rocky Mountain) consider all three readings of Capital Plan Bylaw No. 2023/24-CPSD6-01 at this meeting.

**PUBLIC BOARD MEETING**





March 9, 2023

Ref: 288311

To: Secretary-Treasurer and Superintendent  
School District No. 6 (Rocky Mountain)

**Capital Plan Bylaw No. 2023/24-CPSD06-01**

**Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2023/24**

---

This letter is in response to your School District's 2023/24 Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs and provides direction for advancing supported and approved capital projects. **Please see all bolded sections below for information.**

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- **School Food Infrastructure Program (FIP)\***
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

**\*Note: The FIP is a new program commencing in fiscal year 2023/24. FIP project requests are required to be submitted as part of the capital plan submissions that are due on June 30, 2023. School districts will be advised of approved FIP projects in early fall via an amended 2023/24 Capital Plan Response letter. Further information regarding the scope of the program, program criteria, and eligible projects will be included in the 2024/25 Capital Plan Instructions.**

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and can proceed to procurement.

**MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)**

Below are tables for the minor capital projects that are approved. The table identifies School Enhancement Program (SEP), Carbon Neutral Capital Program (CNCP), Building Envelope Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

**New projects for SEP, CNCP, BEP, PEP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Marysville Elementary	SEP - Roofing Upgrades	\$924,000	Proceed to design, tender & construction. To be completed by March 31, 2024.
Mekim Middle School	CNCP - Electrical Upgrades	\$204,000	Proceed to design, tender & construction. To be completed by March 31, 2024.
Nicholson Elementary	CNCP - Electrical Upgrades	\$78,000	Proceed to design, tender & construction. To be completed by March 31, 2024.

**New projects for BUS**

Existing Bus Fleet #	New/Replacement Bus Type	Amount Funded by Ministry	Next Steps & Timing
9061A	C 76 with 0 wheelchair spaces	\$184,649	Proceed to ordering the school bus(es) between April 3rd and May 15th, 2023 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbc.org">http://www.astsbc.org</a>

**An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2023/24 fiscal year as listed above.**

**In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Bylaw Number provided at the beginning of this document) for its approved 2023/24 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:**

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

**The Capital Bylaw and the APFA must be signed, dated, and emailed to Ministry Planning Officer Nathan Whipp at [Nathan.Whipp@gov.bc.ca](mailto:Nathan.Whipp@gov.bc.ca) as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.**

As the 2023/24 Capital Plan process is now complete, the Capital Plan Instructions for the upcoming 2024/25 Annual Five-Year Capital Plan submission process (using the Ministry's Capital Asset Planning System (CAPS) online platform) will be available on the Ministry's [Capital Planning](#) webpage by April 1<sup>st</sup>, 2023.

NOTE: School districts' Capital Plan submission deadlines for the 2024/25 fiscal year, using the CAPS online platform, will be as follows:

- **June 30, 2023** – Major Capital Programs (SMP, EXP, REP, RDP, SAP, BEP); Minor Capital Programs (FIP).
- **September 30, 2023** – Minor Capital Programs (SEP, CNCP, PEP, BUS).

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the next budget cycle, while enabling school districts additional time and flexibility to plan over the summer. School districts may wish to provide Major and Minor Capital submissions by the June 30, 2023 deadline.

Additionally, the Annual Facility Grant (AFG) project requests for the 2023/24 fiscal year are to be submitted using the CAPS online platform, on or before May 31, 2023.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,



Francois Bertrand, Executive Director  
Capital Management Branch

pc: Damien Crowell, Director, Major Capital Projects, Capital Management Branch  
Geoff Croshaw, A/Director, Minor Capital Programs and Finance Unit, Capital Management Branch

**SCHOOL DISTRICT NO. 6 (ROCKY MOUNTAIN)  
CAPITAL PLAN BYLAW NO. 2023/24-CPSD06-01**

A BYLAW by the Board of Education of School District No. 6 (Rocky Mountain) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved the Board's Capital Plan.

NOW THEREFORE the Board agrees to the following:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project(s); and
- (d) maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Plan Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of March 9, 2023 from the Annual Five-Year Capital Plan Submission for 2023/24 is hereby adopted.
- 2. This Bylaw may be cited as School District No. 6 (Rocky Mountain) Capital Plan Bylaw No. 2023/24-CPSD06-01.

Read a first time the 14<sup>th</sup> day of March, 2023.

Read a second time the 14<sup>th</sup> day of March, 2023.

Read a third time, passed and adopted the 14<sup>th</sup> day of March, 2023.

(Corporate Seal)

\_\_\_\_\_  
Board Chairperson

\_\_\_\_\_  
Secretary Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 6 (Rocky Mountain) Capital Plan Bylaw No. 2023/24-CPSD06-01, adopted by the Board the 14<sup>th</sup> day of March, 2023.

\_\_\_\_\_  
Secretary Treasurer



**DATE:** March 14, 2023  
**TO:** Board of Trustees  
**FROM:** Karen Shipka, Superintendent of Schools  
**SUBJECT:** RMISP – International Student Fee Increase  
**ORIGINATOR:** Danielle Warren  
**REFERENCE:** RMISP Proposed Fees

# PUBLIC BOARD MEETING

## ISSUE

Rocky Mountain International Program (RMISP) student program fees were previously set and communicated with partners. The fees for the fiscal years 2024-25, 2025-26, and 2026-27 require adjustment due to the current landscape of the economy. This change is required now as the international recruitment process commences well in advance of the students arriving in Canada.

## BACKGROUND

The majority of recruitment/advertising efforts as well as student applications are completed 10 months to more than one year in advance of the student start date each year. Educational agents request fee information up to two years in advance. Setting the student fees now will allow for better transparency and internal budget planning.

- The RMISP program is heavily dependent on recruiting international students from Europe and Mexico. These countries have become more price conscious than pre-COVID. The RMISP program has the highest application and homestay placement fees in BC, but also pays the highest commission out to agents (17.5%).
- It is key that RMISP consider other BC competitors that also offer very similar staff support, skiing/outdoor activities and included program activities. Those other programs have the advantage of location, and not nearly as many issues with flights and transportation that increase the overall price of the program for international student families. Competition for European students has significantly increased as well now that Australia, NZ and the USA are again welcoming international students with attractive pricing and program offerings.
- Both provincially and nationally, the majority of public international student programs plan to incrementally raise tuition and/or homestay fees over the next few years.

## CURRENT SITUATION

For 2023-24, homestay fees will increase by \$100 per month. This increase is paid directly to homestay families to host an international student.



# PUBLIC BOARD MEETING

The cost of staffing, program activities, local transportation, and recruitment travel have increased at a significant rate. SD5, 19, and 91 are paid a flat rate, based on the Ministry allotment provided for domestic students. Under the current shared service agreements, these districts do not absorb any of the increased costs to run the program. This increase is imperative for the financial viability of the program and in line with many other increases for goods and services.

## **FINANCIAL IMPLICATIONS**

Positive revenue generation expected to offset rising costs of program administration, staffing, and activities.

## **CONCLUSION**

The Director of International Education will seek to continue to build the RMISP program with increased sustainability, quality and transparency. Part of this is determining and setting our program fees in advance. Additional related activities will also be pursued:

- Regular assessment of budget to determine effective use of resources
- Careful and conservative FTE projection for future years
- Comparison and assessment of service providers for transportation, activities, private medical insurance
- Thoroughly assess ROI on all major expenditures, marketing/recruitment strategies and materials
- Addition of new shared service agreement district partners, where viable

## **RECOMMENDATION/POSSIBLE MOTION**

That the Board of Education approve the increases to the proposed RMISP international tuition fees as per the attached document.

## **KEY MESSAGES**

RMISP benefits all students by providing a rich cultural experience in a safe and educational manner. RMISP contributes positively to the District, communities and local families.



**RMISP Proposed Fees**

**International Student Program Fees**

**2022/2023**

**2023/2024**

**2024/2025**

**2025/2026**

**2026/2027**

**Published:**

**Proposed:**

**Tuition**

<i>10 months</i>		\$ 14,000.00	\$ 14,000.00		\$ 15,000.00	\$ 15,000.00	\$ 15,500.00
<i>5 months</i>		\$ 7,250.00	\$ 7,250.00		\$ 8,000.00	\$ 8,000.00	\$ 8,250.00
<i>3 months</i>		\$ 4,350.00	\$ 4,350.00		\$ 4,500.00	\$ 4,500.00	\$ 4,750.00
Application Fee (incl. custodianship)		\$ 500.00	\$ 500.00		\$ 500.00	\$ 500.00	\$ 500.00
Medical Insurance							
<i>10 months</i>		\$ 1,000.00	\$ 1,000.00		\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
<i>5 months</i>		\$ 500.00	\$ 500.00		\$ 625.00	\$ 625.00	\$ 625.00
<i>3 months</i>		\$ 300.00	\$ 300.00		\$ 450.00	\$ 450.00	\$ 450.00
Homestay Placement		\$ 500.00	\$ 500.00		\$ 500.00	\$ 500.00	\$ 500.00
Homestay (HS) Per Month			\$ 1,250.00		\$ 1,250.00	\$ 1,300.00	\$ 1,300.00
Mandatory Orientation Program						\$ 300.00	\$ 300.00
<b>Additional/Optional Fees</b>							
Add. HS Per Month (Fernie)		\$ 400.00	\$ 400.00		\$ 400.00	\$ 400.00	\$ 400.00
Additional Airport Each Way		\$ 250.00	\$ 150.00		\$ 150.00	\$ 150.00	\$ 150.00
Report Card Validation		\$ 250.00	\$ 250.00		\$ 250.00	\$ 250.00	\$ 250.00
Administrative and/or Refund Fee		N/A	\$ 250.00		\$ 250.00	\$ 250.00	\$ 250.00
Special Diet Per Month		\$100-250	\$100-250		\$100-250	\$100-250	\$100-250
Additional Nights Homestay		\$ 50.00	\$ 50.00		\$ 50.00	\$ 50.00	\$ 50.00
Requested Homestay Move		N/A	N/A		\$ 250.00	\$ 250.00	\$ 250.00
Returning Student Registration		N/A	N/A		\$ 250.00	\$ 250.00	\$ 250.00

# PUBLIC BOARD MEETING

**DATE:** March 14, 2023  
**TO:** Board of Trustees  
**FROM:** Karen Shipka, Superintendent of Schools  
**SUBJECT:** KTS School District Liquor Application  
**ORIGINATOR:** Al Rice  
**REFERENCE:** KTS School District Liquor Application



## ISSUE

District Practice 6000: Community Use of School District Property and Facilities, section 2.3 states: *Alcohol is only permitted on District property if permission is obtained from the Board of Education. A copy of a valid liquor license must be provided to the District Administration Office.*

Kimberley Trails Society (KTS) has requested permission from the Board of Education to serve alcohol at an event at McKim Middle School.

## BACKGROUND

The Board of Education has previously approved certain events with alcohol on school grounds where all laws and district policies were followed.

## CURRENT SITUATION

KTS is hosting a movie night on May 19<sup>th</sup> from 7pm-10pm to raise funds for their non-profit organization specifically targeted for a rejuvenation project on Rotary Drive. KTS has indicated they will abide by all laws and district requirements. Refer to their website: [Kimberley Trails Society](#) for further details on KTS.

## FINANCIAL IMPLICATIONS

Proposing the regular fees for non-profit entities.

## CONCLUSION

District employees would ensure the following were received before the event occurs: liquor license, appropriate insurance, confirmation that food and beverages are not allowed in the theatre and any other aspects of the facility user agreement.

## RECOMMENDATION/POSSIBLE MOTION

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve that alcohol may be served in the McKim foyer area only for the Kimberley Trails Society event.





290 Wallinger Avenue #201  
Kimberley, BC V1A 1Z1

**March 9, 2022**

To The Board of Education,

**Re: Request from KTS to sell alcohol at Mckim School at movie night event May 19th 2023.**

The Kimberley Trails Society is raising funds to go towards the Bike Park rejuvenation project on Rotary Drive. On May 19th, we are renting the McKim School theater to organize the second "movie night" which will support this project.

The doors will open at 6pm, the event will start at 7pm and will be finished by 10pm.

**The Kimberley Trails Society would like to request permission from the board of education to sell alcohol at Mckim School during our movie night on Friday May 19th 2023.** We would like to work with the Board of Education to ensure that any specific site rules are followed regarding the sales and consumption of beverages.

Alcohol (beers) will be provided by Overtime Beer Works and we will sell it as a way to further raise money to go towards the Kimberley Trails Society and specifically the Bike Park rejuvenation project on Rotary Drive.

You will find attached a detailed plan and the Serving Certificates.

Yours truly,  
KIMBERLEY TRAILS SOCIETY  
per:

James Miles, Executive director



290 Wallinger Avenue #201  
Kimberley, BC V1A 1Z1

**Liquor License Plan:**

**Event Name:** Kimberley Trails Society - Should Season #2

**Event Date:** May 19th, 2023

**Location:** McKim School Theater

**Time:** Doors open at 6pm, show starts at 7pm, ends by 10 pm.

**Attendance:** maximum 500

**Certified Servers, both hold Serving it Right certificates:**

- James Miles (Executive Director KTS)
- Kayla Lissel (KTS board member)

Aside from our servers we will also have a number of KTS Board members and volunteers present ensuring that site rules are obeyed.

**Alcohol will be served:**

- 30 minutes before the start of the movie event
- During the intermission, for about 30 min, around 8:30pm

**Safety Plan:**

- The KTS team on site will be responsible to ensure ensure no one is harmed as a result of liquor misuse
- **Site plan:** we will need a site plan from the School District to ensure all the team can be familiar with it prior to the event.
- **Minors:** If there is any doubt whether a customer is 19 or older, we will verify age by asking for two pieces of ID, carefully examining both pieces and acting on the authenticity of the identification.
- **Get home safely:** we will communicate during the event about options to get home safely.

**Liquore Source:** Drinks, only beers, will be provided by the Overtime Beer Works brewery.

**Selling Price:** \$5 / beer



**Responsible  
Service BC**

# CERTIFICATE

OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

**James Miles**

## **Serving It Right: Alcohol Service Training**

This learner has completed the Serving It Right Training Program, which provides effective techniques to prevent problems related to the service of liquor and covers topics such as: signs of intoxication, legal liability, duty of care on and off premises, and the necessity to create and enforce responsible beverage service policies.

**March 12, 2019**

Date Issued

**1329631**

**March 11, 2024**

Expiry Date

1 of 1

CERTIFICATE ID: 1366757



CERTIFICATE ID: 1366757

This is to certify that **Kayla Lissel**

This is to certify that **Kayla Lissel**

has successfully completed the **Serving It Right: Alcohol Service Training**

has successfully completed the **Serving It Right: Alcohol Service Training**

**October 30, 2018**  
Date Issued

**October 29, 2023**  
Expiry Date

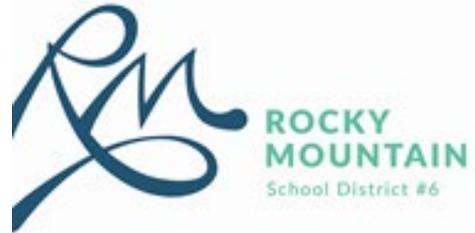
**October 30, 2018**  
Date Issued

**October 29, 2023**  
Expiry Date

Open in...



**DATE:** March 14, 2023  
**TO:** Board of Trustees  
**FROM:** Alan Rice, Secretary Treasurer  
**SUBJECT:** Budget Utilization Summary – February 28, 2023  
**ORIGINATOR:** Alan Rice  
**REFERENCE:** Budget Utilization Report - February



**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.

**CURRENT SITUATION**

Instruction: increase of approximately \$1,600,000 from prior year attributable to increase in salaries and benefits (which includes the retroactive pay increases for teachers) due to enrolment growth, TTOC replacement costs, District Day, Pro D and travel. Actual amounts are lower than budgeted with a variance of 2.50% below estimated for the current year.

Administration: increase of approximately \$210,000 from prior year which is attributable to increases to salary and retroactive pay, dues, fee and professional services. Actual amounts are consistent with budgeted with a variance of 0.25% below estimated.

Operations and Maintenance: increase of approximately \$231,000 from prior year. Primarily attributable to supplies, equipment and services. Actual amounts are lower than budgeted with a variance of 5.18% below estimated. The remaining months of the fiscal year/spring is when a number of annual maintenance and projects are to be completed.

Transportation and Housing: increase of approximately \$75,000 from prior year. Attributable to supplies. Actual amounts are 5.02% below estimated. Maintenance on busses fluctuates throughout the year and depends on emergent issues.



# PUBLIC BOARD MEETING

## CONCLUSION

Expenditures to date are below budget by 2.85% and greater than the prior year by \$2,110,000 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.

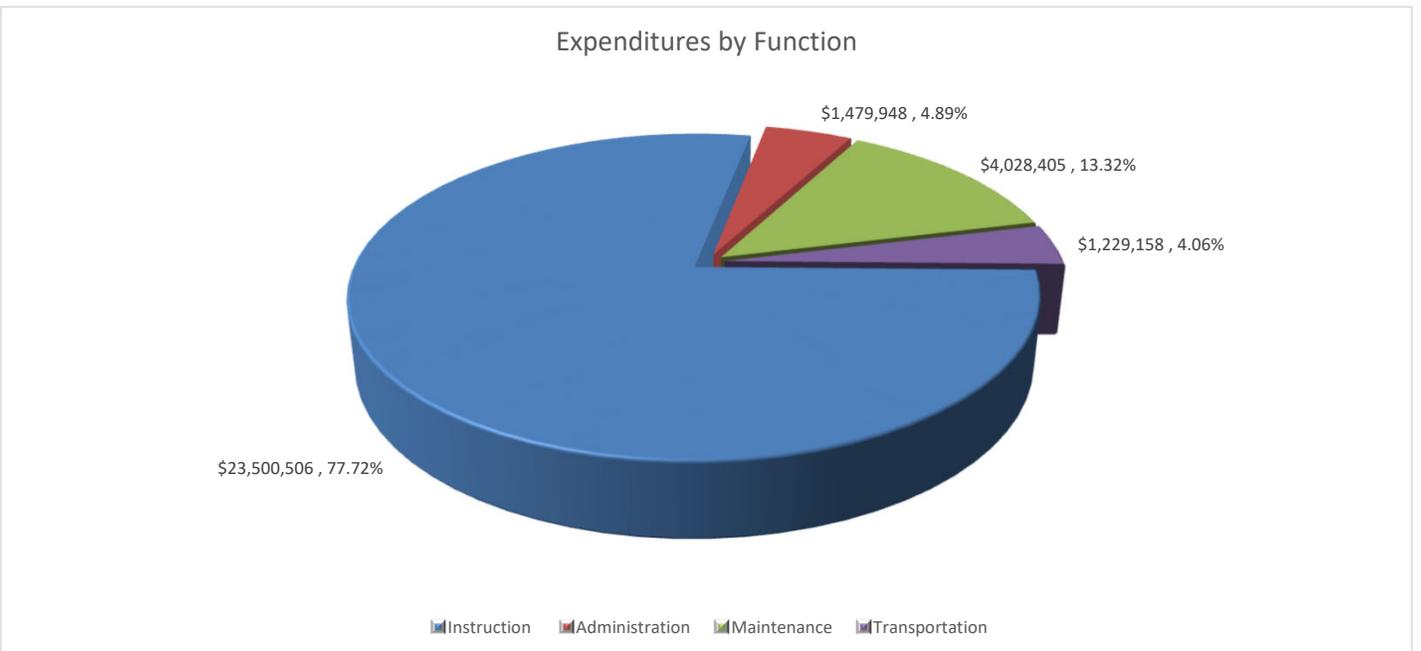
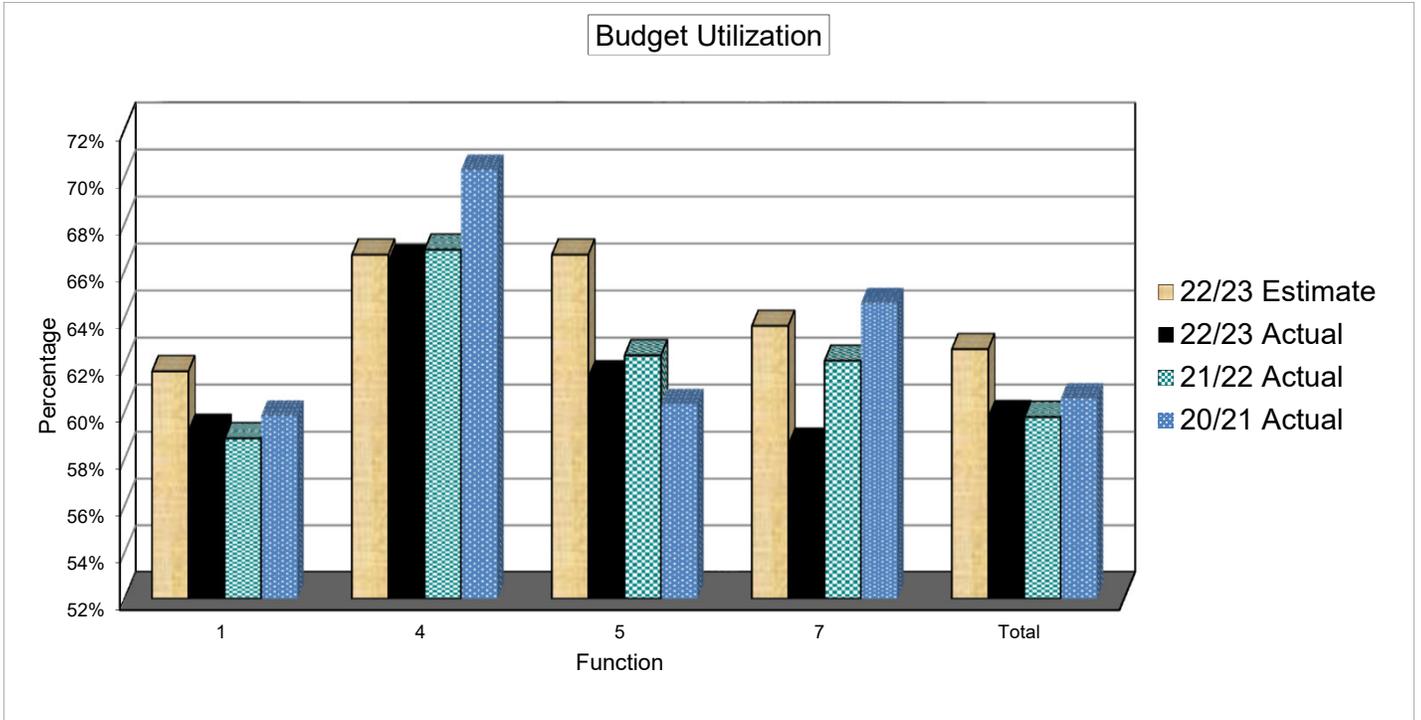
## STRATEGIC ALIGNMNET

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

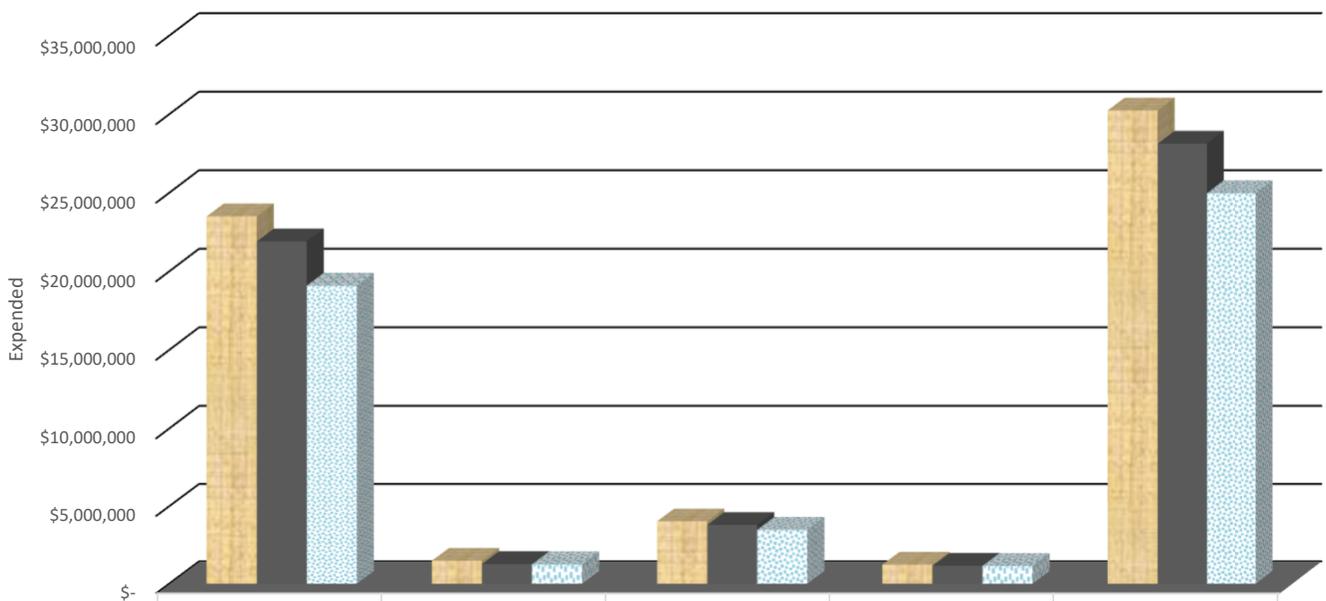


**ROCKY MOUNTAIN SCHOOL DISTRICT No. 6**  
**BUDGET UTILIZATION SUMMARY**  
**February 28, 2023**

<u>FUNCTION</u>	<u>#</u>	<u>MONTHS</u>	<u>BUDGET</u>	<u>2022/23 EXPENDED</u>	<u>ACTUAL</u>	<u>ESTIMATE</u>	<u>2021/22 ACTUAL</u>
Instruction	1	10	\$ 39,689,546	\$ 23,500,506	59.21%	61.71%	58.86%
Administration	4	12	\$ 2,228,312	\$ 1,479,948	66.42%	66.67%	66.88%
Maintenance	5	12	\$ 6,550,871	\$ 4,028,405	61.49%	66.67%	62.39%
Transportation	7	11	\$ 2,096,647	\$ 1,229,158	58.62%	63.64%	62.16%
<b>Total</b>			<b>\$ 50,565,376</b>	<b>\$ 30,238,017</b>	<b>59.80%</b>	<b>62.65%</b>	<b>59.77%</b>



### 3 Year Actual Expenditure Comparison



	1	4	5	7	Total
■ 2022/23 Actual	\$23,500,506	\$1,479,948	\$4,028,405	\$1,229,158	\$30,238,017
■ 2021/22 Actual	\$21,906,777	\$1,269,561	\$3,796,771	\$1,154,356	\$28,127,465
■ 2020/21 Actual	\$19,090,358	\$1,252,857	\$3,484,757	\$1,148,091	\$24,976,063

**DATE:** March 14, 2023  
**TO:** Board of Trustees  
**FROM:** Al Ure, Director of Operations  
**SUBJECT:** 2023-24 Annual Facilities Grant Plan  
**ORIGINATOR:** Alan Rice, Al Ure  
**REFERENCE:** AFG Plan



**PUBLIC BOARD MEETING**

**ISSUE**

The district is provided with funds each year to complete general maintenance of the facilities which is referred to as the Annual Facilities Grant (AFG).

**BACKGROUND**

The Director of Operations coordinates the completion of the work through the Operations Supervisors of each community. The projects of the district are maintained in a program called Asset Planner. Within this system, there are over \$50 million of projects the district has identified across the district over a 30 year horizon and include projects from \$5K - \$1.5M. These are mainly identified through long term facility planning with the assistance of engineers which address life cycle issues. There are also projects which are identified by Principals or senior staff which address specific needs of their facilities.

The AFG has been approximately \$1 million over the past few years. Projects in the AFG also relate to emergent issues such as furnace replacement or washroom fixtures which may not be scheduled but are required to be replaced if they fail or are damaged. Projects in excess of \$400K are typically referred to Minor Capital which are requested on an annual basis through a separate process. The Minor Capital items will be addressed later in the Spring and a due to the Ministry by June 30.

The Director of Operations has a view of the entire district and balances the request from year to year to ensure the facilities across the district are equally served. Some of the projects are not subjective and are required to be completed to ensure the health and safety of the schools.

**CURRENT SITUATION**

The proposed AFG plan is attached for information. Although projects are planned, any emergent maintenance items are prioritized. In these instances, lower priority projects are deferred to the following year.

**CONCLUSION**

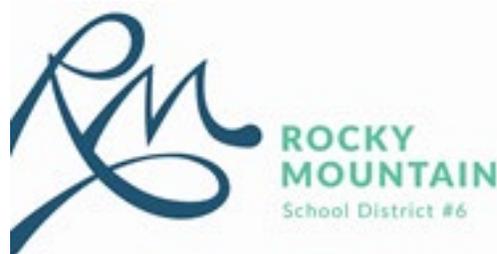
The Director of Operations attempts to stretch the AFG as far as possible while ensuring projects are completed on time and within budget.



Mobile/Facility	City	Priority	Estimated Cost	Summary
Kimberley Maintenance and Tra	Kimberley	High	\$ 20,000	Bus Wash Bay Remediation
Kimberley Maintenance and Tra	Kimberley	High	\$ 35,000	EV ready service upgrade
District Administration Building	Invermere	High	\$ 8,000	HVAC Controls Minor Upgrade
Lindsay Park Elementary	Kimberley	High	\$ 20,000	Repair Stucco
Invermere Open Doors	Invermere	High	\$ 80,000	Upgrade Greenspace - Outdoor Learning Space
Eileen Madson Primary	Invermere	High	\$ 15,000	Replace HVAC Unit in South Portable east side of school
David Thompson Secondary	Invermere	High	\$ 30,000	Upgrade Door Hardware
Windermere Elementary	Windermere	High	\$ 15,000	Installation of Pads for Play Structures
Invermere Open Doors	Invermere	High	\$ 110,000	Roofing Membrane Lifecycle Replacement (2022)
Golden Zone Office and Mainte	Golden	High	\$ 30,000	Thermal Efficiency Upgrade - New Windows
Invermere Open Doors	Invermere	High	\$ 250,000	Interior Renovation
Golden Zone Office and Mainte	Golden	High	\$ 50,000	EV Ready Fleet Plan Electrical Service Upgrade
District Administration Building	Invermere	High	\$ 60,000	Install Garaventa Stair Lifts
J. Alfred Laird Elementary	Invermere	High	\$ 25,000	Upgrade Washroom
Nicholson Elementary	Golden	High	\$ 20,500	Install New Water Main
Golden Secondary School	Golden	High	\$ 5,000	Solar Panel Inverter Replacement
Nicholson Elementary	Golden	High	\$ 61,500	Landscaping & Site Improvements
David Thompson Secondary	Invermere	High	\$ 10,506	Refinish gym floor
Alexander Park Elementary	Golden	High	\$ 7,000	Refinish gym floor - due December 2022
Golden Secondary School	Golden	High	\$ 11,000	Refinish gym floor
Lady Grey Elementary	Golden	High	\$ 7,000	Refinish gym floor- Due December 2022
J. Alfred Laird Elementary	Invermere	High	\$ 3,000	Lifecycle Replacment of Sprinkler Heads
Selkirk Secondary	Kimberley	High	\$ 95,000	Upgrade Upper Parking Lot Asphalt
Edgewater Elementary	Edgewater	High	\$ 8,831	Refinish gym floor
J. Alfred Laird Elementary	Invermere	High	\$ 9,747	Refinish gym floor
			\$ 987,084	

# PUBLIC BOARD MEETING

**DATE:** March 14, 2023  
**TO:** Board of Trustees  
**FROM:** Karen Shipka, Superintendent of Schools  
**SUBJECT:** Rocky Mountain Childcare - Marysville  
**ORIGINATOR:** Alan Rice  
**REFERENCE:** New Spaces Fund



## ISSUE

This report is to provide an update to the Trustees regarding the status of the Childcare project at Marysville Elementary School.

## BACKGROUND

Since launching in July 2018, the Childcare BC New Spaces Fund has accelerated the creation of new licensed childcare spaces in British Columbia. Helping families who want or need to access affordable, quality childcare and strengthening communities across BC.

The School District has engaged SBJ Project Management, Fairmont Hot Springs, BC to manage the project. An update on the progress for the Rocky Mountain Childcare – Marysville are as follows:

*(To be constructed on Marysville Elementary School site)*

- Application submitted in August 2022 in partnership with Summit Community Services Society as the operator
- Project approved November 30, 2022
- Funding agreement executed
- Provincial funding \$8,880,000
- Columbia Basin Trust (CBT) funding \$300,000
- Project approval Publicly announced February 2, 2023
- RFP for Architectural Services issued January 25, 2023
- Plan to publicly tender the project summer of 2023

## CURRENT SITUATION

Seven Architectural firms submitted proposals for the design of the new childcare facility. A thorough review of all proposals occurred. MQN Architects, Vernon, BC has been awarded the design contract for this project. GeoTech and Survey work will commence as soon as possible and the initial design team meeting is scheduled for Monday March 13<sup>th</sup>. A tour of childcare facilities in Kimberley, Canal Flats and Windermere with our key stakeholder Summit Community Services Society, our Architectural design team and SD6 childcare team is planned for later in March.



# PUBLIC BOARD MEETING

Following the tour of childcare facilities, the preliminary conceptual drawings will be updated, and further stakeholder meetings will be held to seek additional input and will include the employees at Marysville Elementary School. At the completion of conceptual drawings, design development will commence (the start of construction drawings). Our current target is to tender the project late spring/early summer with a target opening of August 2024.

## **FINANCIAL IMPLICATIONS**

The district is committed to re-paving the parking lot which will require reconfiguration to allow for increased traffic flow. In addition, if the project were to exceed the budgeted funds from the Ministry and CBT, the district would be responsible for any cost overruns. Once construction drawings are completed more accurate figures will be available. The district team will maintain communication with the Board with respect to the progress of the project and any potential cost concerns.

## **CONCLUSION**

SD6 is excited to move forward with this inaugural build and is hopeful the success with this facility will allow for further projects in the district.

## **KEY MESSAGES**

It's exciting to commence the planning for a new Childcare facility at Marysville Elementary. This will ultimately benefit the families of the Kimberley area.



February 16, 2023

SD6 Board of Trustees  
c/o Amber Byklum, Chairperson  
Rocky Mountain School District No.6

**Re: Requesting School District No.6's endorsement of a Universal School Food Program**

Dear SD6 trustees,

On behalf of the membership of the [BC Chapter of the Coalition for Healthy School Food](#) (BC-CHSF), I am writing to request that Rocky Mountain School District add its voice to the growing number of school districts and divisions, boards of education and other educational authorities across Canada who are in favour of a universal, cost-shared healthy school food program for K-12 students.

The BC-CHSF is a provincial chapter of the [Coalition for Healthy School Food](#), the largest school food network in Canada made up of 240+ non-profit [member organizations](#) from every province and territory. Together, we are advocating for a universal, cost-shared school food program that would see all children having daily access to healthy food at school. Building on existing programs across the country, we hope that all students will eventually eat a healthy meal or snack at school daily in programs that will include food education and that will serve culturally appropriate, local, sustainable food to the fullest extent possible.

Healthy school food programs are [known](#) to improve students' diets, mental and physical health, school performance, attendance, and social cohesion. [Canadian research shows](#) that school food programs improve health and education outcomes in children from all socio-economic backgrounds. Yet, Canada is the only G7 country without a National School Food Program and [UNICEF](#) has ranked Canada 37th of 41 wealthy countries when it comes to children's food security and nutrition. Over the last few years, the COVID-19 crisis has revealed that school food is an essential public good, just like K-12 education and healthcare. Everyone needs access to good food to be healthy, particularly children and youth, and we need strong and resilient food systems to keep us safe.

After years of grassroots advocacy, in 2019 the Government of Canada committed "to work with provinces and territories towards the creation of a National School Food Program", and in 2021, the re-elected Liberal government committed to develop a National School Food Policy and Program, [included in two Ministerial mandate letters](#) for the first time in history. This winter, the federal government led [consultations for a School Food Policy](#), and the Coalition is now eagerly anticipating and advocating for an investment in school food in Budget 2023.

The momentum towards a universal school food program is building in BC as well; in 2020, BC Ministers of Education and Agriculture were [mandated to bring in more local school meal programs](#) in partnership with school districts. This year, the one-time [Student and Family Affordability Fund](#) provided interim support to expand meal programs across the province, but the Coalition recognizes the challenges and limitations to this one-time funding. We believe more needs to be done, to ensure school districts have access to sustained funding and

adequate resources for capacity-building and implementation of successful, comprehensive school food programs.

Right now, there is a timely opportunity for SD6 to join other school districts in BC and across the country in taking a position on the need for a Canada-wide school food program that meets strong [guiding principles](#) including universality, health promotion, cultural relevance and respect for local conditions and connections. Endorsing the Coalition for Healthy School Food aligns with SD6's commitment to ensure that students have the best opportunity to learn and to develop healthy lifestyles, and to offer students nutritious food choices (Policy 10250).

Supporting provincial and national advocacy for public investment in school food programs would allow SD6 to build on, expand and enrich existing breakfast, lunch and snack programs across the district. There is already a rich community of teachers, parents, students, school administration and staff, non-profits, and other community partners throughout the region who are engaging with school food and would greatly benefit from increased support for local, universal school meal programs in the district.

To demonstrate SD6's support for a universal school food program, we request that you bring forward a motion to the Board of Education with the following recommendations:

1. That SD6 [endorse](#) the efforts of the Coalition for Healthy School Food to advocate for a universal, cost-shared healthy school food program, based on a shared belief that all children and youth in BC should have daily access to healthy food at school.
2. That SD6 call on the federal government to invest in a Canada-wide school nutritious meal program as a critical element of a school food policy, as per the Coalition's [2023 Pre-Budget Consultation Submission](#) and [Nourish Kids Now campaign](#).
3. That the SD6 call on the provincial government to invest in school food in Budget 2023, as per the BC-CHSF's [2023 Pre-Budget Consultation Submission recommendations](#).

Motions to endorse the Coalition have been passed by the [SD39](#) (page 5), SD71, SD42, SD33, SD52, SD75, and others - as well as the Vancouver DPAC, SD63 COPACS, [BC School Trustees Association](#) (page 16), BC Confederation of Parent Advisory Councils, BC Teachers' Federation, and municipalities such as [Toronto](#), [Victoria](#), Courtenay, and [Vancouver](#) (also see this [letter to the federal government](#) sent by the City of Vancouver).

Please reach out if you have any questions or would like us to give a presentation on the Coalition to the Board of Trustees or a District Committee. Thank you for your leadership and support in building momentum for a federally supported healthy school food program for K-12 students in Canada.

Warmly,



Samantha Gambling  
Provincial Coordinator, BC Chapter of the Coalition for Healthy School Food  
[bcschoolfood@phabc.org](mailto:bcschoolfood@phabc.org)

March 2023						
◀ February						April ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7 Labour Relations Committee Virutal 12:30	8	9	10	11
12	13	14 Board of Education Meeting, Video Conference from 3 Zone Offices 6:00 pm In-Camera 7:00 pm Regular	15	16	17	18
19	20 Spring Break	21 Spring Break	22 Spring Break	23 Spring Break	24 Spring Break	25
26	27 Spring Break	28 Spring Break	29 Spring Break	30 Spring Break	31 Spring Break	

April 2023						
◀ March						May ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 Labour Relations Committee Virutal 12:30	5	6	7 Good Friday	8
9	10 Easter Monday	11 Board of Education Meeting, J. Alfred Laird Elementary School 6:00 pm In-Camera 7:00 pm Regular	12	13	14	15
16	17	18	19	20	21	22
23	24 Non-Instructional Day for RSA	25 Policy Committee Virtual at 4:30	26 Field Trip Committee Virtual at 4:30	27 BCSTA AGM Vancouver	28 BCSTA AGM Vancouver	29 BCSTA AGM Vancouver
30 BCSTA AGM Vancouver						