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: **J. Alfred Laird Elementary School**
Date: April 11, 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 March 14, 2023
    4.2 Synopsis of in-camera meeting of March 14, 2023 (Alan Rice)

5. **PRESENTATIONS/DELEGATIONS**

6. **MATTERS ARISING FROM THE MINUTES**

7. **STRATEGIC AND POLICY ISSUES**
    7.1.1 Third Reading
        Policy 8900, Child care (Karen Shipka)*
    7.1.2 Second Reading   NIL
    7.1.3 First Reading   NIL

8. **OPERATIONAL ISSUES**

9. **REPORTS**
    9.1 Budget utilization report – March 31, 2023 (Alan Rice)*
    9.2 Technology update (Trent Dolgopol)*
    9.3 BC School Trustees Association (Jane Thurgood Sagal)
    9.4 BC School Trustees Association, Kootenay Boundary Branch (Rhonda Smith)
    9.5 BC Public Schools Employers Association (Scott King)

10. INFORMATION ITEMS
      10.1   Correspondence   NIL
      10.2   April and May 2023 calendar*

11. FORTHCOMING EVENTS

2023.04.15	Board Working Session, District Administration Building, 8:30 a.m. -4:00 p.m.
2023.04.25	Policy Committee, Virtual, 4:30 p.m.
2023.04.26	Field Trip Committee, Virtual, 4:30 p.m.
2023.04.27-30	BCSTA AGM, Vancouver
2023.05.02	Labour Relations Committee meeting, Virtual, 12:30 p.m.
2023.05.09	Board of Education Meeting, J. Alfred Laird Elementary School
	• In-Camera, 6:00 p.m.
	• Regular Meeting, 7:00 p.m.
2023.05.10	Public Engagement Session, David Thompson Secondary School, 6:00 p.m. - 8:00 p.m.
2023.05.11	Public Engagement Session, Golden Secondary School, 6:00 p.m. - 8:00 p.m. For Golden Secondary School, Nicholson Elementary School, Alexander Park Elementary School, and Lady Grey Elementary School
2023.05.17	Public Engagement Session, Marysville Elementary School, 6:00 – 8:00 p.m. 2023.05.10 Public Engagement Session, Eileen Madson Primary School, 6:00 – 8:00 p.m.
2023.05.23	Public Engagement Session, McKim Middle School, 6:00 – 8:00 p.m. Public Engagement Session, J. Alfred Laird Elementary School, 6:00 -8:00 p.m.
2023.05.25	Public Engagement Session, Martin Morigeau Elementary School, 6:00 – 8:00 p.m.
2023.05.26	Retirement Celebration Event at Fairmont Hot Springs Resort
2023.05.30	Public Engagement Session, Lindsay Park Elementary School, 6:00 -8:00 p.m.
2023.05.25	Public Engagement Session, Edgewater Elementary School, 6:00 -8:00 p.m.

12. QUESTIONS FROM THE PUBLIC

14. ADJOURNMENT

* attachment

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

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:

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*

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:

DATE: April 11, 2023

TO: Board of Trustees

FROM: Alan Rice, Secretary Treasurer

SUBJECT: Budget Utilization Summary – March 31, 2023

ORIGINATOR: Alan Rice

REFERENCE: Budget Utilization Report - March

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 $1,944,000 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 2.45% below estimated for the current year.

Administration: increase of approximately $252,000 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 0.14% above estimated.

Operations and Maintenance: increase of approximately $268,000 from prior year. Primarily attributable to supplies, equipment and services. Actual amounts are lower than budgeted with a variance of 3.82% 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 $104,000 from prior year. Attributable to supplies. Actual amounts are 4.86% below estimated. Maintenance on busses fluctuates throughout the year and depends on emergent issues.

CONCLUSION

Expenditures to date are below budget by 2.62% and greater than the prior year by $2,568,000 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
March 31, 2023

FUNCTION	#	MONTHS	BUDGET	2022/23 EXPENDED	ACTUAL	ESTIMATE	2021/22 ACTUAL
Instruction	1	10	$ 39,689,546	$ 27,317,112	68.83%	71.28%	68.18%
Administration	4	12	$ 2,228,312	$ 1,674,348	75.14%	75.00%	74.94%
Maintenance	5	12	$ 6,550,871	$ 4,662,610	71.18%	75.00%	72.21%
Transportation	7	11	$ 2,096,647	$ 1,423,001	67.87%	72.73%	71.03%
Total			$ 50,565,376	$ 35,077,071	69.37%	71.99%	69.09%

Budget Utilization

Expenditures by Function

- $1,674,348 , 4.77%
- $4,662,610 , 13.29%
- $1,423,001 , 4.06%
- $27,317,112 , 77.88%

Instruction   Administration   Maintenance   Transportation

4/4/2023
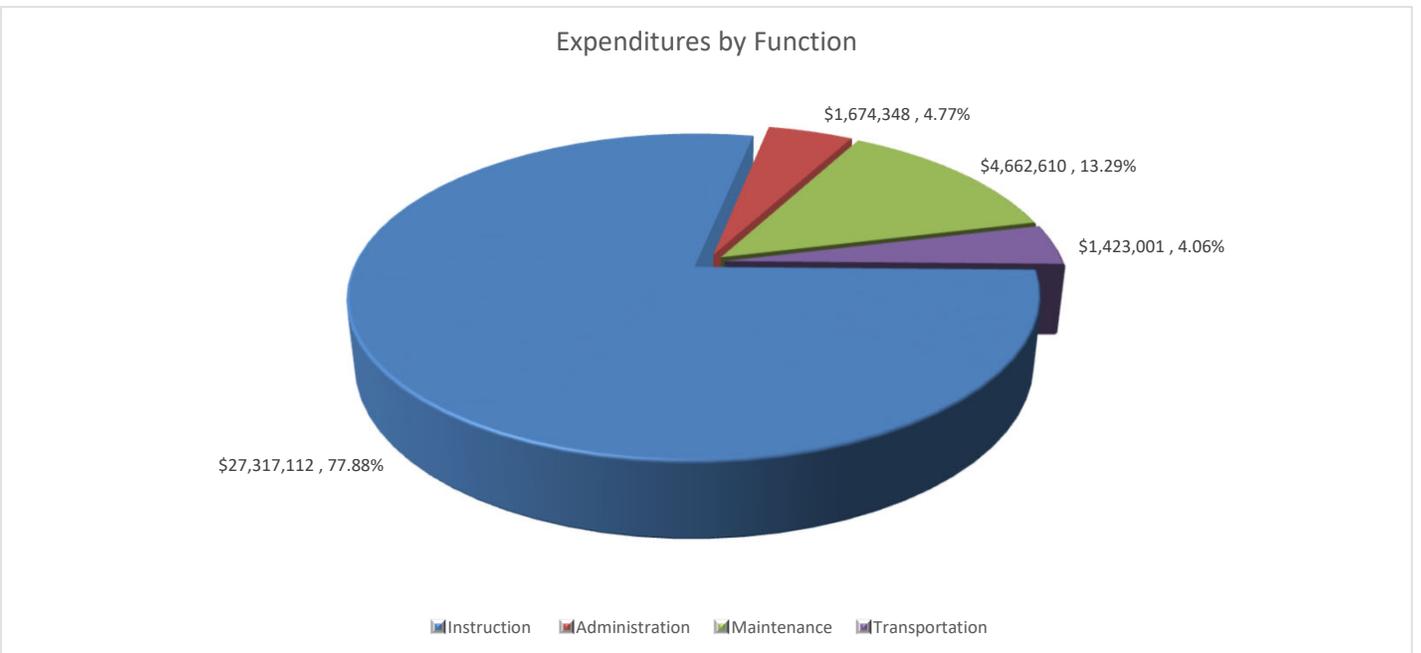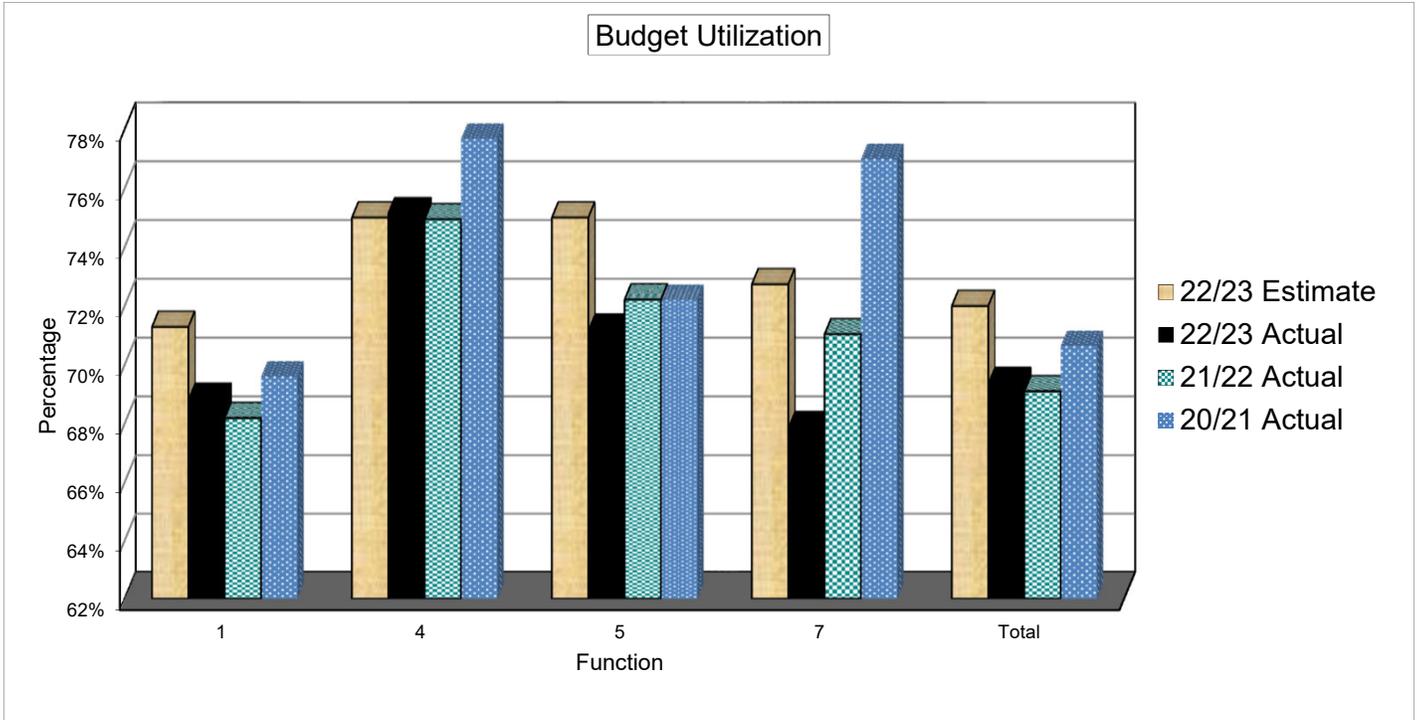
3 Year Actual Expenditure Comparison

	1	4	5	7	Total
2022/23 Actual	$27,317,112	$1,674,348	$4,662,610	$1,423,001	$35,077,071
2021/22 Actual	$25,373,084	$1,422,599	$4,394,140	$1,319,104	$32,508,927
2020/21 Actual	$22,217,215	$1,384,918	$4,171,490	$1,368,057	$29,141,680
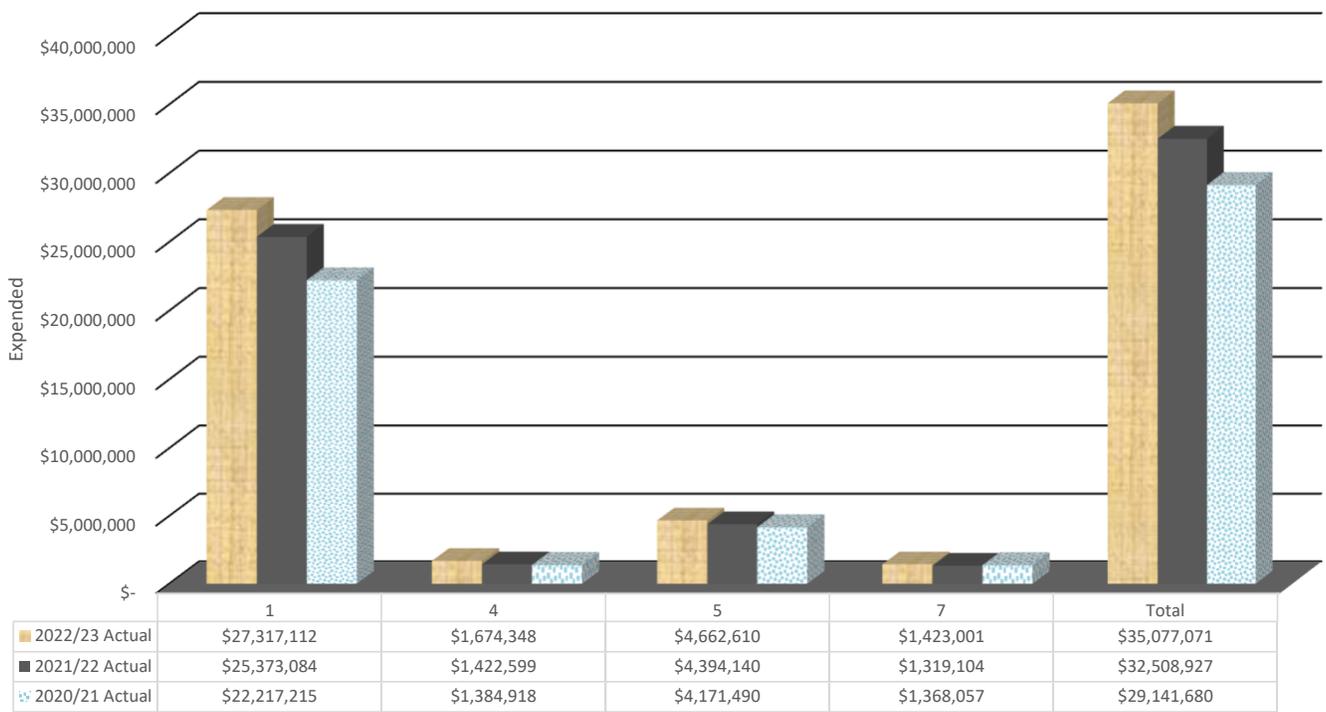
DATE: April 11, 2023

TO: Board of Trustees

FROM: Karen Shipka, Superintendent of Schools

SUBJECT: District Technology Update

ORIGINATOR: Trent Dolgopol and Nathan Skretting

REFERENCE: District Technology Plan
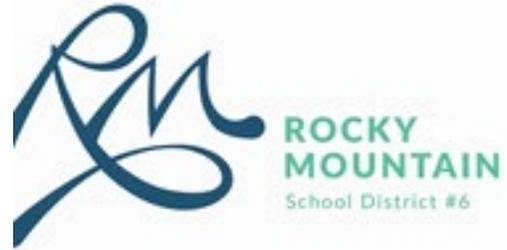
ISSUE

That the Board of Education receive the District Technology Update as information.

BACKGROUND

The SD6 Technology Team continues to implement strategies that support priorities outlined in the District Technology Plan and District Strategic Plan. Technology continues to change at a rapid rate and expectations for access to digital resources continues to grow as students and staff integrate technology in their daily lives. Access to technology has become "utility" as it is expected to be available similarly to lights, heat, and water at a school/site. This is not surprising as digital resources are now a primary learning resource for classrooms, teachers are transforming their pedagogy to include these resources and to build students' competencies, and students and staff are increasingly accessing cloud-based resources. We have accelerated the use and optimization of digital resources by leveraging the Tech Leaders Network.

Over the past 2+ years we have completed an overall assessment of assets across the district and implemented many new innovations including a new website, digital forms, digital portfolios, staff ID automation, parent communication tools, Indigenous Information Management System, Sparkrock, the new HR and finance system and others. We have attended to several key network infrastructure needs as well. A few examples include a refresh of the District Data Centre, consolidation of school/site servers, refresh of backup power systems, and school/site device (laptops, desktops, Winbooks) refreshes.

We have increased student access to technology significantly in schools. See below for approximate ratios:

School level	Past device to student ratio (targeted)	Current device to student ratio (actual)
Elementary	1:5	1:2.5
Secondary	1:3	1:1.8

Overall student device numbers have grown as follows:
- 2020 – approximately 1700 student devices (1200 PC + 500 Apple)
- 2023 – approximately 2250 student devices (1500 PC + 750 Apple) – 32% increase

Increased devices numbers as well as student and staff access to digital resources in conjunction with continued escalations of malicious attempts to access personal information have also resulted in allocation of resources to improve our security posture and respond to events in an effective and timely manner.

CURRENT SITUATION

We recently surveyed all staff to collect feedback regarding the overall state of technology, digital resources, supports, and future capacity building needs. We will utilize this data to inform next steps with respect to the District Technology Plan.

Increased device access for students has resulted in very positive feedback, however, as teachers continue to integrate more technology in learning activities we continue to see demand for increases to device ratios. We have also made changes to our Bring Your Own Device (BYOD) network that is utilized by staff and secondary school students allowing them to connect phones and other devices to the school network while maintaining the same level of online safety and security. These changes have resulted in increased usage of personal devices at schools.

With increased number of devices connecting to the wireless network, we have strained the network infrastructure. We expected these challenges and have been making strategic changes to both our wired and wireless infrastructure to support the increased demand.

Additionally, we have many future improvements to make and several projects to implement in the coming years. We are making strategic decisions when selecting appropriate resources, designing and architecting infrastructure and systems to reduce costs and environmental impacts, communicating effectively with district staff and students about changes, and ultimately providing high service levels to end users.

Increased expectations, increased devices/ratios, higher service levels, strategic planning and implementation, and improvements to network infrastructure all require strategic allocation of resources.

We have already made several improvements with "net zero" financial implications to the District Technology Budget. Improvements have been made without financial implications by adapting our strategic approach. For example, we have increased student device ratios by utilizing equipment suitable to the intended application (ie. Winbooks vs laptops for cloud-based computing). Right-sizing of equipment has been important in our wired and wireless refresh as well. For example, we have increased wireless capacity at DTSS (19 to 39 Access Points) by choosing appropriate equipment to meet the needs. The cost to refresh the wired and wireless network at DTSS, with increased capacity and equipment equivalent to current, would have been approximately $150,000. With strategic consolidation, right-size equipment, and appropriate configuration changes we have completed the refresh for approximately $19,000, a savings of over 85% and keeping within our goal of maintaining a net zero budget increase to complete the project while simultaneously improving service. Alternatively, we would have to continue with unsatisfactory wireless access, deferral of refreshes, utilization of obsolete equipment with high probability of failure, and therefore, interruptions to services/learning for students and staff.

We have also been making adjustments to our strategy with respect to our human resources. Historically, the district has utilized 3rd party Contracted Services to support the implementation of many projects and for on-going managed services or support contracts. This was necessary as we did not have the expertise within the team. After hiring the Technology Manager last spring, we are now able to build the capacity of

the Technology Department Team members to address district needs. We anticipate potential reductions to fees for contract services, managed services, and support contracts in the range $90,000 annually.

With changes in approach to infrastructure design, equipment purchase, and the use of internal human resources instead of external services, many cost savings can be realized. Having said that, the increased number of devices and systems that the district has implemented over the last few years has caused a deficiency in service to schools.   In order to continue to provide excellent and timely support to the district, we are planning to hire one additional CUPE System Specialist. The cost of this additional staffing would be offset by the cost savings that have been described along with other future cost savings that can be realized.

Cost savings and improved service levels are not the only positive implications resulting from these changes:
- Choosing the right equipment and the appropriate configuration of infrastructure can reduce waste, energy use, and downtime/loss of productivity.
- We currently have a tech deficit. We can effectively address an aging infrastructure that will require significant attention in the coming years.
- We can better leverage existing investments (ie. cabling for wired and wireless network).
- We can better leverage advancements in technology (innovation).

From a human resources perspective, we gain increased capacity that has positive impacts:
- Reduced risk – be more proactive (ie. patching policy, support and service agreements lapsing/evaluation, licensing/certificate updates, infrastructure refresh, UPS battery, etc).
- Time to build internal expertise with team members and address items on our Strategic Plan.
- Better value to SD6 in terms of service delivery (responsiveness and improved systems configuration).
- Employee fulfillment resulting from greater ownership in planning and caring for systems (vs hiring of 3rd party contracted services).
- Increased employee retention (acknowledge employee market and on-boarding implications).
- Business continuity improvements:
  o Cross training.
  o Coverage for illness, vacation, and unexpected leaves.

FINANCIAL IMPLICATIONS
The Technology Department will continue to reallocate resources strategically to best serve the District. The operational decision to hire an additional System Specialist can be made without overall cost implications as current budget allocations can be shifted to address the additional staffing cost.

CONCLUSION
We are making progress towards our District goals outlined in the Technology Plan. With sustained efforts and strategic alignment of resources we will continue to progress.

KEY MESSAGES
- We are working to build our internal capacity to best serve SD6 students and staff.
- We are strategically aligning our resources to meet the increasing demands for access to digital resources.

STRATEGIC ALIGNMENT

Equity and Inclusion, Success for Each Learner, Excellence in Teaching and Leadership

April 2023

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						

May 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 **Labour Relations Committee** Virutal 12:30	3	4	5	6
7	8	9 **Board of Education Meeting, Marysville Elementary School** 6:00 pm In-Camera 7:00 pm Regular	10 **Engagement Session, David Thompson Secondary School** 6:00-8:00 pm	11 **Engagement Session, Golden Secondary School** 6:00-8:00 pm For NES, APES, LGES, and GSS	12	13
14	15	16	17 **Engagement Session, Marysville Elementary School** 6:00-8:00 pm **Engagement Session, Eileen Madson Primary School** 6:00-8:00 pm	18	19	20
21	22 **Victoria Day – No School**	23 **Engagement Session, McKim Middle School** 6:00-8:00 pm **Engagement Session, J. Alfred Laird Elementary School** 6:00-8:00 pm	24 **Engagement Session, Selkirk Secondary School** 6:00-8:00 pm	25 **Engagement Session, Martin Morigeau Elementary School** 6:00-8:00 pm	26 **Retirement Celebration Event at Fairmont Hot Springs Resort**	27
28	29	30 **Policy Committee** Virtual at 4:30 **Engagement Session, Lindsay Park Elementary School** 6:00-8:00 pm **Engagement Session, Edgewater Elementary School** 6:00-8:00 pm	31 **Field Trip Committee** Virtual at 4:30			