



**COAST MOUNTAINS BOARD OF EDUCATION  
SCHOOL DISTRICT 82**

**BOARD OF EDUCATION  
REGULAR MEETING**

**HYBRID MEETING  
(IN PERSON AT BOARD OF EDUCATION OFFICE  
OR VIRTUAL VIA ZOOM)**

**WEDNESDAY, JANUARY 31, 2024  
5:00 P.M.**

*Learning Together, Realizing Success for All - Engage, Ignite, Empower*



**COAST MOUNTAINS BOARD OF EDUCATION SCHOOL DISTRICT 82**

**REGULAR MEETING OF THE BOARD OF EDUCATION**

**WEDNESDAY, JANUARY 31, 2024 – 5:00 P.M.**

**BOARD OF EDUCATION OFFICE – BOARD ROOM**

**HYBRID MEETING (IN-PERSON OR VIRTUAL VIA ZOOM)**

**AGENDA**

**Presentation:** *Proposed Catchment Review: Suwilaawks Community School and Cassie Hall Elementary School*

1.	<b>ACKNOWLEDGEMENT OF THE TERRITORIES &amp; CALL TO ORDER</b>			
2.	<b>DECLARATION OF QUORUM</b>			
3.	<b>APPROVAL OF AGENDA</b>	Motion		
4.	<b>APPROVAL OF MINUTES OF PRIOR MEETING</b>			
4.1	Regular Meeting, December 13, 2023	Motion	Attachment	Pages 2-10
5.	<b>RECEIPT OF RECORDS OF IN CAMERA MEETING</b>			
5.1	Summary of In Camera Meeting, December 13, 2023	Motion	Attachment	Pages 11-12
6.	<b>BUSINESS ARISING FROM THE MINUTES</b>			
	- There is no business arising from the minutes to report.			
7.	<b>CORRESPONDENCE</b>			
7.1	City of Terrace Council Liaison Appointment to CMSD82 for 2024	Motion	Attachment	Pages 13-15
8.	<b>SUPERINTENDENT OF SCHOOL'S MONTHLY REPORT – JANUARY 2024</b>	Motion	Attachment	Pages 16-20
9.	<b>INDIGENOUS EDUCATION REPORT – JANUARY 2024</b>	Motion	Attachment	Pages 21-24
10.	<b>STANDING COMMITTEE REPORTS</b>			
10.1	<u>Business Committee Report (Trustee Ed Harrison)</u>			
10.1.1	Business Committee Meeting Minutes, January 17, 2024	Motion	Attachment	Pages 25-27
10.1.2	Ministry of Education and Child Care 2023-2024 Amended Operating Grants	Motion	Attachment	Pages 28-31
10.1.3	Annual Review – School District Video Surveillance System	Motion	Attachment	Pages 32-35
10.2	<u>Education Committee Report (Trustee Karen Jonkman)</u>			
10.2.1	Education Committee Meeting Minutes, January 17, 2024	Motion	Attachment	Pages 36-45
10.2.2	Field Trip Board Approval - Hazelton Secondary School, CCUNESCO National Youth Conference, Toronto, April 9-12, 2024	Motion	Attachment	Pages 46-50
10.2.3	Field Trip Board Approval - Caledonia Secondary School, Cantando Music Festival, Edmonton, April 12-17, 2024	Motion	Attachment	Pages 51-56
11.	<b>NEW BUSINESS</b>			
	- No new business to report.			
12.	<b>TRUSTEE REPORTS</b>			
12.1	Board Chair Report – January 2024			
12.2	Trustee Reports	Motion Information	Attachment Verbal	Pages 57-59
13.	<b>QUESTION PERIOD</b>			
14.	<b>ADJOURNMENT</b>			



**REGULAR MEETING OF THE BOARD OF EDUCATION  
OF SCHOOL DISTRICT 82 (COAST MOUNTAINS)  
WEDNESDAY, DECEMBER 13, 2023 – 5:00 P.M.  
BOARD OF EDUCATION OFFICE – HYBRID MEETING (IN PERSON OR VIRTUAL)**

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**PRESENT WERE:**

Chair - M. Warcup  
(virtual) - S. Duncan-Green  
- E. Harrison  
(virtual) - W. Jones  
Vice Chair - K. Jonkman  
(virtual) - M. Maxim  
(virtual) - J. Sundell

Superintendent of Schools  
Secretary Treasurer  
Recording Secretary

- A. Callaghan  
- G. Fuller  
- C. Gagnon

**DISTRICT STAFF PRESENT:**

Director of Human Resources  
Director of Instruction, Indigenous Education  
Director of Instruction, Graduation & Innovation  
Director of Facility Services

- K. Bath  
- R. Clifton  
- G. Lawlor  
- R. Schibli

Board Chair Warcup **acknowledged with** respect the school district's business being conducted on the unceded traditional territories of **the Gitksan, Haisla, Nisga'a, Ts'msyen and Lheidli T'enneh Peoples**. We are **honoured to work with their children and privileged** to live on these lands. Board Chair Warcup shared **that** Trustees **Jones, Maxim and Sundell** were attending the meeting virtually from Kitimat, Terrace and Prince George respectively.

Board Chair Warcup welcomed **g**uests who joined the last meeting of the 2023 year, both in person and virtually. The **meeting was also livestreamed** via CMSD82's YouTube Channel. Introductions followed by Trustees and **District staff in attendance** at the meeting.

Board Chair Warcup **on behalf** of the Board extended best wishes to all for a safe, restful and peaceful Holiday Season. May everyone have a joyous Festive Season with loved ones and a happy, healthy and prosperous new year in 2024.

**1. CALL TO ORDER**

Board Chair Warcup called the meeting to order at 5:05 p.m.

**2. DECLARATION OF QUORUM**

A quorum was declared.

**3. APPROVAL OF AGENDA**

Motion #8554

**THAT** the agenda be adopted as circulated.

Carried

All in Favour

**4. APPROVAL OF MINUTES OF PRIOR MEETING**

**4.1 Regular Meeting, November 21, 2023**

Motion #8555

**THAT** the minutes of the Regular Meeting of the Board held on November 21, 2023 be approved.

Carried

All in Favour

**5. RECEIPT OF RECORDS OF IN CAMERA MEETING**

**5.1 Summary of In Camera Meeting, November 21, 2023**

Motion #8556

**THAT** the Summary of the In Camera Meeting of the Board held November 21, 2023 be approved.

Carried

All in Favour

**6. BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes to report.

**7. CORRESPONDENCE**

**7.1 Letter from Kitsumkalum Band Manager and Board's Response Letter**

Motion #8557

**THAT** the Board receive for information the letter received November 24, 2023 from the Kitsumkalum Band Manager and the Board's response letter dated December 1, 2023.

Carried  
All in Favour

**7.2 Letter of Condolence from the Board to Kitselas First Nation Chief Councillor**

Motion #8558

**THAT** the the Board receive the Board's letter of December 1, 2023 addressed to Kitselas First Nation Chief Councillor Glenn Bennett expressing sincere condolences for the recent loss experienced by their community.

Carried  
All in Favour

**8. SUPERINTENDENT OF SCHOOL'S MONTHLY REPORT – DECEMBER 2023**

Motion #8559

**THAT** the Superintendent of School's Monthly Report to the Regular Board Meeting of December 13, 2023 be received as presented.

Carried  
All in Favour



**9. INDIGENOUS EDUCATION REPORT – DECEMBER 2023**

Director Clifton provided a verbal update to the Board that reiterated a commitment to transforming Indigenous Education through a strengths-based lens, while acknowledging the lived experiences and challenges faced by Indigenous learners, staff and communities. He noted that oversight of programs, services and approaches implemented for Indigenous learners by the Indigenous Education Department is the responsibility of Indigenous Education leadership, and the evaluation of the impact of such initiatives will happen over time through an iterative process that seeks improvement over time, but not overnight.

Director Clifton emphasized the district's dedication to culturally responsive pedagogy, acknowledged the need for system learning and unlearning, and identified the importance of challenging existing systems and practices in support of Reconciliation and for a more equitable future for learners. Director Clifton noted that the overarching goal around the district is to create nurturing environments that foster growth and success aligned with each learner's unique cultural, personal, and academic trajectories, and this is the collective responsibility of all partners throughout the school district.

Motion #8560

**THAT** the Board receive for information the verbal Indigenous Education Report for December 2023.

Carried  
All in Favour

**10. STANDING COMMITTEE REPORTS**

**10.1 Business Committee Report** (Trustee Ed Harrison)

**10.1.1 Business Committee Meeting Minutes, December 6, 2023**

Motion #8561

**THAT** the minutes of the Business Committee Meeting held on December 6, 2023 be received for information.

Carried  
All in Favour

**10.1.2 2022-2023 Statement of Financial Information (SOFI) Report**

Motion #8562

**THAT** the Board approve the school district's Statement of Financial Information (SOFI) Report for the fiscal year ended June 30, 2023.

Carried  
All in Favour

**10.1.3 Revised Policy 5010: Trustee Code of Ethics (Second & Final Reading)**

Motion #8563

**THAT** the revised Policy 5010: Trustee Code of Ethics be presented for second and final reading at the December 13, 2023 Regular Board Meeting.

Carried  
In Favour 6 / Abstained 1

**10.1.4 Revised Policy 5015: Communications & Consultation with the Public (Second & Final Reading)**

Motion #8564

**THAT** the revised Policy 5015: Communications & Consultation with the Public be presented for second and final reading at the December 13, 2023 Regular Board Meeting.

Carried  
In Favour 6 / Abstained 1

**10.1.5 New Policy 5035: Trustee Conflict of Interest (Second & Final Reading)**

Motion #8565

**THAT** the new Policy 5035: Trustee Conflict of Interest be presented for second and final reading at the December 13, 2023 Regular Board Meeting.

Carried  
In Favour 6 / Abstained 1



**10.1.6 Revised Policy 2040: Public Interest Disclosure Act (Housekeeping Revisions)**

Motion #8566

**THAT** the revised Policy 2040: Public Interest Disclosure Act be presented for information at the December 13, 2023 Regular Board Meeting.

Carried  
In Favour 6 / Abstained 1

**10.2 Education Committee Report (Trustee Karen Jonkman)**

**10.2.1 Education Committee Meeting Minutes, December 6, 2023**

Motion #8567

**THAT** the minutes of the Education Committee Meeting held on December 6, 2023 be received for information.

Carried  
All in Favour

**10.2.2 K-3 Literacy Initiative Update Presentation**

Efforts to improve academic outcomes across the district are taking root this year with a targeted investment in K-3 programming. Teachers and administrators at these lower elementary grades are participating in common professional learning focused on foundational literacy instruction and assessment. With the support of district literacy lead Tina McDonald, District Principal and Literacy Coach Laura Gray, school-based literacy leads are beginning to use Acadience Reading Diagnostic to identify students' skills across a number of key measures including phonological awareness, word reading and fluency among others, so they are better informed and able to target instruction in relation to these foundational skills.

At the same time, through professional learning opportunities, K-3 classroom teachers around the district are becoming more familiar with evidence-based tools and approaches to instruction, including the use of the University of Florida's Literacy Institute (UFLI) Foundations program. UFLI lessons are developed by teachers and combine a great mix of explicit instruction and practice for students to become proficient readers.

Much of the literacy work this year in School District 82 has resulted from the targeted financial supports of LNG Canada and Rio Tinto, and an in-kind donation from Canadian Tire. Thanks to these sponsorship agreements, the district has benefitted from both teacher professional learning and classroom resources that align with structured literacy approaches and foundational skill development.

A presentation titled *K-3 Literacy Update* was shared by District Principal McDonald and Literacy Coach Gray for Trustees' information.

## 11. NEW BUSINESS

There was no new business to report.

## 12. TRUSTEE REPORTS

### 12.1 Board Chair Report – December 2023

Motion #8568

**THAT** the Board receive for information the Board Chair Report for December 2023.

Carried  
All in Favour

### 12.2 Trustee Reports

The following Trustees provided highlights of the activities they were involved in:

- Trustee Jonkman noted she was happy to attend the Kildala Elementary School Christmas Concert today which was wonderful. She plans to attend Mount Elizabeth Middle/Secondary School's Band Concert tomorrow night.
- Trustee Maxim shared highlights of his attendance at the BCSTA Trustee Academy held November 23 to 25, 2023 in Vancouver along with fellow Trustees and District Leadership Staff.

13. **QUESTION PERIOD**

There were no questions presented.

14. **ADJOURNMENT**

The next hybrid Regular Board of Education Meeting will be held on Wednesday, January 31, 2024 in Terrace. The meeting was adjourned at 6:31 p.m.

\_\_\_\_\_  
Board of Education Chair

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

DRAFT



**MEETING AGENDA ITEM #5.1**

Action: X

Information:

Meeting: Regular

Meeting Date: January 31, 2024

Topic: **Summary of In Camera Meeting of the Board, December 13, 2023**

**Background/Discussion:**

Summary as attached.

**Recommended Action:**

**THAT** the Summary of the In Camera Meeting of the Board held on December 13, 2023 be approved.

Presented by: Secretary Treasurer



**SUMMARY OF PROCEEDINGS AND DECISIONS MADE AT THE  
IN CAMERA MEETING OF THE BOARD OF EDUCATION  
SCHOOL DISTRICT 82 (COAST MOUNTAINS)  
HELD DECEMBER 13, 2023  
PURSUANT TO SECTION 72(3) OF THE SCHOOL ACT**

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The Board of Education:

1. Discussed personnel issues.
2. Discussed a legal issue.



**MEETING AGENDA ITEM #7.1**

Action: X Information:  
Meeting: Regular Meeting Date: January 31, 2024  
Topic: **City of Terrace Council Liaison Appointment to CMSD82 for 2024**

**Background/Discussion:**

As shared with Trustees, the attached letter received from the City of Terrace on January 16, 2024 advises that Councillor Chris Apps is appointed as Council liaison to Coast Mountains School District 82 for 2024.

**Recommended Action:**

**THAT** the Board receive for the information the City of Terrace letter detailing the Council liaison appointment to the School District for 2024.

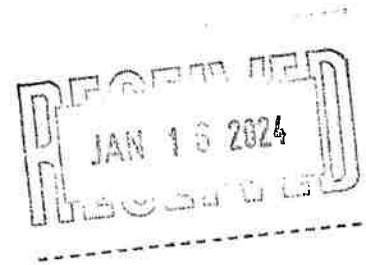
Presented by: Board Chair Warcup





CITY HALL  
3215 EBY STREET  
TERRACE, B.C. V8G 2X8  
250-635-6311 PH.  
250-638-4777 FAX  
www.terrace.ca

*January 3, 2024*



*Coast Mountains School District #82  
Aaron Callaghan, Superintendent  
3211 Kenney Street  
Terrace, BC, V8G 3E9*

*Dear Members:*

**Re: Terrace City Council Appointments**

*I am pleased to advise that Councillor Chris Apps has been appointed as Council liaison to the Coast Mountains School District #82 for 2024. Councillor Apps will act as liaison between your organization and Terrace City Council. If you wish to invite him to a specific meeting please contact this office at 3215 Eby Street, V8G 2X8, email: mgordon@terrace.ca, or phone (250) 638-4724.*

*We do not expect the Council Liaison to attend all of the Coast Mountains School District Board meetings but rather to be a point of contact regarding issues relating to City business. Councillor Apps looks forward to working with your Members in the coming year. Please do not hesitate to contact him with any concerns you may wish to have brought to Council's attention, or for any assistance you may require. Enclosed is a list of telephone contact numbers and emails for your reference.*

*Yours truly,*

*Mikala Gordon  
Executive Assistant*

*Encl.*

*c.c.: Councillor Chris Apps*



**City of Terrace**  
3215 Eby Street  
250.635.6311 | 250.635.4777

### PUBLIC CONTACT LIST FOR COUNCIL

If you would like to invite the Mayor and/or Council to an event, please send the information to Mikala Gordon at [mgordon@terrace.ca](mailto:mgordon@terrace.ca) or call 250.638.4724.

<b>Mayor Sean Bujtas</b> 4703 Gair Avenue Terrace BC, V8G 2J8	<a href="mailto:sbujtas@terrace.ca">sbujtas@terrace.ca</a> Cell: 250-615-6334
<b>Councillor Chris Apps</b>	<a href="mailto:capps@terrace.ca">capps@terrace.ca</a>
<b>Councillor James Cordeiro</b> 5242 Mountain Vista Drive Terrace, BC V8G 4X5	<a href="mailto:jcordeiro@terrace.ca">jcordeiro@terrace.ca</a>
<b>Councillor Inder Dhillon</b> 4116 Golden Place Terrace, BC V8G 5N6	<a href="mailto:idhillon@terrace.ca">idhillon@terrace.ca</a> Cell :778-999-0774
<b>Councillor Brian Downie</b> #45- 3232 Apsley Street Terrace, BC V8G 5L1	<a href="mailto:bdownie@terrace.ca">bdownie@terrace.ca</a> Cell: 250-615-7852
<b>Councillor Dave Gordon</b> 4508 Johns Road Terrace, BC V8G 0B3	<a href="mailto:dgordon@terrace.ca">dgordon@terrace.ca</a>
<b>Councillor Sarah Zimmerman</b> 4445 Lazelle Avenue Terrace, BC V8G 1R9	<a href="mailto:szimmerman@terrace.ca">szimmerman@terrace.ca</a> Cell: 250-631-6007



**MEETING AGENDA ITEM #8.**

Action: X

Information:

Meeting: Regular

Meeting Date: January 31, 2024

Topic: **Superintendent of School's Monthly Report – January 2024**

**Background/Discussion:**

Attached for reference is the Superintendent of School's Monthly Report for presentation at the January 31, 2024 Regular Board Meeting as prepared by Superintendent Callaghan.

The Superintendent of School's Monthly Report will be shared with all staff and partner groups as well as posted to the school district website following the Regular Board Meeting.

**Recommended Action:**

**THAT** the Superintendent of School's Monthly Report to the Regular Board Meeting of January 31, 2024 be received as presented.

Presented by: Superintendent of Schools

# Superintendent's Report to the Board January 2024



## A Message from the Superintendent

Ama sii k'uuhl / 'iks 'álułc 'esénx / Happy New Year,

Welcome to 2024! I hope the holiday break provided opportunities for both rest and relaxation, but also time for those hobbies and passions you hold dear. I appreciated the time I was able to spend with family on the East Coast, and will keep those memories close to my heart during the months to come.

At this time we are fortunate to be welcoming to our schools several international students from Brazil in the communities of Terrace and Kitimat. These high school students have chosen to come to the Northwest to experience Canadian culture and all the outdoor opportunities the region has to offer. Along the way, they too will develop close friendships, receive a quality education and continue to hone their English language skills. And because of the reciprocal relationship, there will be many benefits to our local students, host families and communities, as they collectively learn more about Brazilian culture without ever leaving home!



*Coast Mountains School District welcomes learners from Brazil as part of the International Student Program.*

January of course represents the mid-point of the school year, with second semester beginning next week in our secondary schools. At this time however, planning is well underway for the 2024-25 school year. Our school district team is actively recruiting for K-12 teachers for September, and conversations are already happening for next steps with the implementation of the Board's Strategic Plan. Also, registration is now open for new learners at grades K-12 and StrongStart, and for those families applying for out-of-catchment Cross Boundary consideration. Learn more about all types of registration for 2024-25 by accessing <https://bit.ly/CMSD-registration>.

Finally, Coast Mountains School District is pleased to be working alongside local First Nations on a number of fronts with a focus on improving outcomes for Indigenous learners. Discussions are taking place related to Bill 40 and recent amendments to the *School Act*, including actioning 'Schools of Choice', the negotiation of a 'Local Education Agreement', and the future launch of a local 'Indigenous Education Council'. At the school level, important changes are taking shape related to the work of Indigenous Support Workers and select secondary school administrators have taken on responsibilities related to graduation success of Indigenous learners. These are truly exciting times and I look forward to realizing the impact of these initiatives in the months and years ahead.

Sincerely,

Aaron Callaghan  
Superintendent



*Coast Mountains School District is in service to diverse First Nations, Métis and Inuit learners and their caregivers who live, learn, and play on the traditional lands of the Gitksan, Haisla, Nisga'a and Ts'msyen peoples.*

# Superintendent's Report to the Board

## January 2024



## Strategic Plan – Teacher Recruitment & Retention

**Goal** - All students will realize their full potential.

**Action** - In collaboration with provincial partners, engage in a robust teacher recruitment and retention strategy to secure a full complement of outstanding educators for anticipated 2024-25 teaching vacancies.

Like school districts throughout Northern BC, Coast Mountains School District has been experiencing significant workforce challenges, especially pertaining to qualified enrolling and non-enrolling teachers. The school district continues to participate in the Northern Inquiry Project in partnership with the Ministry of Education in support of both teacher recruitment and retention.

**Teacher Recruitment:** Several members of the Coast Mountains district team are supporting recruiting efforts with participation in both virtual and in person presentations and job fairs. Key messages for 'The Mountains Are Calling' recruiting initiatives include job opportunities in welcoming communities that are culturally diverse, especially pertaining to Indigenous Peoples; abundant outdoor experiences; visually stunning landscapes; professional mentorship; assistance finding housing; competitive salaries; and financial incentives for specific teaching positions.

There has been a great deal of interest by new teacher candidates in the possibility of relocating to Northwest British Columbia, especially from candidates outside of the province, and our team is working hard to build relationships with interested applicants.

**Teacher Retention:** We all have a role to play in teacher retention. When new hires are made to feel welcome and supported in their schools and communities in general,

they are more likely to be satisfied with their surroundings and experience success professionally, increasing the chance they will remain in the school district. Many school and district team members are working intentionally to do just that, with reach outs and check-ins, optional professional learning opportunities, and more.

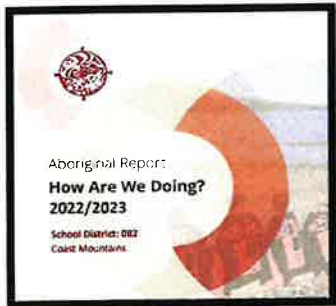


*New teacher **Justin Brown** hails from Halifax, Nova Scotia. A graduate of Acadia University, Justin launched his teaching career with Coast Mountains School District in September 2023. Justin is enjoying his assignment this year teaching grade 6 French Immersion at Ecole Mountainview in Terrace.*



# Superintendent's Report to the Board

## January 2024



## How Are We Doing? Report

With a focus on the success of Indigenous learners at K-12, the Ministry of Education and Child Care has recently shared the **How Are We Doing? Report** for the Coast Mountains School District. The report identifies multiple metrics across achievement and well-being, including assessment evidence, graduation rates, student perspectives and more. In 2022-23, Indigenous learners represented 48.1% of the overall enrolment in Coast Mountains schools, compared to 11.4% provincially.

The 2022-23 How Are We Doing Report is now available on the school district's website at <https://bit.ly/IndigenousSuccess> and will be the focus of the district's Education Committee meeting in April.

## School Act Amendments: Schools of Choice

In November, amendments to the British Columbia *School Act* were made to fulfil commitments in the *Declaration Act* Action Plan in support of improving outcomes for Indigenous learners at K-12. One such amendment granted First Nations around the province the ability to identify a 'School of Choice' for their learners. This chance allows First Nations to designate their home school regardless of school district defined catchment areas.

Earlier this month, communications were shared with the ten First Nations served by Coast Mountains School District describing the process by which 'Schools of Choice' may be identified. The school district looks forward to receiving feedback from local First Nations regarding 'Schools of Choice' and will work to prioritize space for learners in our schools should there be a need.

## Distinctions-Based Approach Primer Released

The Government of British Columbia has just released a document titled **Distinctions-Based Approach Primer** to support public servants in their understanding of a distinctions-based approach, assisting with government's dealings and relations with First Nations, Métis, and Inuit. With legal foundations connected to the *Constitution Act* and the more recent *Declaration Act* in BC, a distinctions-based approach means that the scope of rights enjoyed by Indigenous People is contextual, and that provincial dealings with First Nations, Metis and Inuit are conducted in a manner that is appropriate to the context, respecting the distinct rights, laws, and systems of governance of each.

Access the Distinctions-Based Approach Primer online at: <https://bit.ly/Distinctions-based>

	<h3>Upcoming Dates</h3>
	<ul style="list-style-type: none"><li>February 7 – Education Committee Meeting</li><li>February 14 – Business Committee Meeting</li><li>February 19 – Family Day (No Classes)</li><li>February 21 – Board Meeting (Kitimat / Hybrid Meeting)</li><li>February 23 – All Our Relations Equity Scan Meeting</li><li>March 13-14 – Early Dismissal Days</li></ul>



# Superintendent's Report to the Board January 2024



## This Month On Social Media...



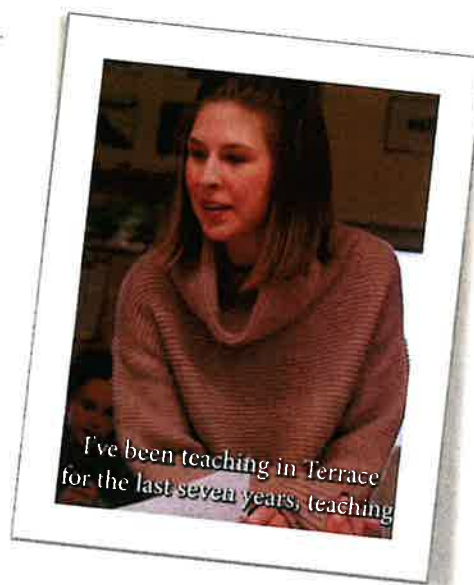
@CoastMountainsSchoolDistrict



@CoastMountainsSchools



@CoastMtnSD



*Renovations of the kitchen at Skeena Middle School in Terrace are now complete. Thank you to the CMSD Facilities team for a job well done.*

*A teacher recruitment promotional video for Make A Future BC features teacher Kristen Mailhot of Skeena Middle School.*



*Coast Mountains School District Pre-School programs are engaging 3- & 4-year-olds in STEM, Arts, Dramatic Play, Games, Songs and more.*



*Staff at Hazelton Secondary School worked into the evening to prepare the school's Christmas Lunch for 400 participants.*



**MEETING AGENDA ITEM #9.**

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 31, 2024
Topic:	<b>Indigenous Education Report – January 2024</b>		

**Background/Discussion:**

Attached for reference is the Indigenous Education Report for presentation at the January 31, 2024 Regular Board Meeting as prepared by the Director of Instruction, Indigenous Education, Robert Clifton.

A monthly Indigenous Education Report will be provided for inclusion in the agenda package for Regular Board Meetings.

**Recommended Action:**

**THAT** the Board receive for information the Indigenous Education Report for January 2024.

Presented by: Superintendent of Schools



# Indigenous Education Update

## January 2024

Submitted to the Superintendent by Robert Clifton,  
Director of Instruction – Indigenous Education

### Indigenous Education Support/Youth Workers (IESW/IEYW)

#### January Learning Circle Highlights

- Identifying learners in the "yellow zone" through triangulating data and learner interviews.
- A new goal-setting tool has been introduced to help learners rate themselves in areas like attendance, participation, and connection to the school, and set goals for improvement.
- The importance of celebrating learner strengths and progress in addition to focusing on challenges.
- Ensuring learners feel a sense of belonging and connection at school through various supports.

#### Action Plan & Focused Responsibilities

- IED staff will start the creation of a list of prioritized yellow zone learners.
- IED staff are to be present in classes to observe the learner behaviours; be curious and make observations on what may hinder those students' success; have conversations with classroom teacher, administrator, and other support staff.
- IED District staff have been visiting schools on Tuesday, Wednesday and Thursday for the month of January to work with IESW's and IEYW's to identify "yellow zone" learners and model how to have strength-based conversations with Indigenous learners to move to the next step of helping them set goals.
- Measure the impact of this approach over the next few weeks (qualitative feedback shared at subsequent meetings).

### Indigenous Education Outreach Workers – An Impactful and Essential Role

- Supporting the development of culturally responsive programs to enhance Indigenous learners in schools, several initiatives are occurring by involving Indigenous Education Outreach Workers in developing, resourcing, and planning for cultural initiatives. New Hazelton Elementary will be implementing a Gitxsanimx language program that features a phrase of the week to begin school-wide in February.
- Enhanced support in partnership with IESW's and school teams to identify empowerment approaches in the classrooms, reporting practices and role-modeling.
- Co-construct with IESW's to develop support plans for learners by monitoring data from EdPlan Insight and MyEdBC to create a priority list of learners requiring support.
- Transition families from crisis interventions to crisis management to crisis prevention and resource navigation with healing plans leading to long-term success.
- IEOW's advocate for family/caregivers to implement school and community structures. Home visits are done to identify barriers for school engagement by working alongside outside agencies to provide wrap-around services for the learner and family/caregivers. We partner with local agencies such as: Kermode Friendship Society, M'akola Housing Society, Family Affordability Fund (LNG), K'san Transition House, MCFD, NIFCS, Nisga'a Family Services.

## All Our Relations Working Group – A Compassionate Canoe Journey

- Due to the tragic circumstances that unfolded in December that impacted Indigenous youth, families and the Terrace community, we had to reschedule the start of the working group. We are currently holding February 23 as the day to begin our sessions and are awaiting confirmation of the availability of a facilitator to begin the journey in a good way.

## Language and Culture Teaching Positions

- Recognizing the challenges with the recruitment of Language and Culture Teachers for the schools in the four communities. There have been collaborative meetings with Human Resources to make the roles more attractive to potential candidates. In addition, a presentation to First Nations Education Coordinators was made to request community feedback and input.
- The challenge is that vacant positions are filled by Temporary Teacher On-Call (TTOC) who may not be equipped with the rich cultural knowledge and language that supports planning and teaching lessons in local language and culture.

## Land-Based Learning Update

- Planning and collaboration with CMSD teachers, administrators, and district staff to discuss the development of a Land-Based Learning program in Kitimat, with the Haisla Nation.
- We also have discussed opportunities to create an Outdoor Education program in Terrace, at Parkside Secondary School, and how Indigenous Education can provide for enhancing the program through culturally responsive ways and Indigenous knowledge systems. We look forward to connecting with local knowledge holders and elders to help with the prioritization of language and cultural learning on traditional territories of the Ts'msyen.

## Indigenous Education District Team

- We have started collaborative planning for aligning our departmental responsibilities and roles and refining our goals and work plans for impact and to ensure they are in alignment with the strategic plan.
- We have begun to identify and map the actions we need to undertake for maximum impact with the resources and workload we currently have.

## January Professional Development Day

- Twelve Indigenous Education staff members participated in a day of learning that focused on clarifying and co-constructing our actions to further create processes and structures that create collaborative and shared responsibilities between the roles of Indigenous Graduation Advisors, Indigenous Outreach Workers, and Indigenous Support Workers when increasing our capacity to create conditions for Indigenous learner success.

## Reconciliation Through Indigenous Education – Free 6-Week Course

- Registration is open for the next free course offering for Reconciliation through Indigenous Education, a 6-week Massive Open Online Course (MOOC) offered by the University of British Columbia. The course begins on January 30, 2024.
- Register today to guarantee your spot at <https://pdce.educ.ubc.ca/reconciliation-2/>.

Sincerely,



Robert Clifton  
Director of Instruction, Indigenous Education

*Coast Mountains School District 82 acknowledges with respect the lands on which we live, work, play and learn as the traditional and unceded territories of the Gitxsan, Haisla, Nisga'a and Ts'msyen Peoples.*



**MEETING AGENDA ITEM #10.1.1**

Action: X Information:  
Meeting: Regular Meeting Date: January 31, 2024  
Topic: **Minutes of the Business Committee Meeting, January 17, 2024**

**Background/Discussion:**

Minutes as attached.

**Recommended Action:**

**THAT** the minutes of the Business Committee Meeting held on January 17, 2024 be received for information.

Presented by: Secretary Treasurer





## BUSINESS COMMITTEE MEETING

Wednesday, January 17, 2024 – 10:30 a.m. to 12:00 p.m.  
Virtual via Zoom

**Committee Members:**

Trustee Ed Harrison (Chair)  
Aaron Callaghan, Superintendent of Schools  
Trustee Sonny Duncan-Green  
Ginger Fuller, Secretary Treasurer

**Recording Secretary:**

Blanche Olson-Wight, Executive Assistant

**Guests:**

Kiran Bath, Director of Human Resources  
Lynda Lang, Manager of Finance  
Robert Schibli, Director of Facility Services  
Trustee Margaret Warcup

### MEETING MINUTES

Items	Action
<p>The meeting was chaired by Trustee Ed Harrison and called to order at 10:33 a.m. Trustee Harrison acknowledged the school district's business being conducted on the traditional and unceded territories of the Gitxsan, Haisla, Nisga'a, and Ts'msyen Peoples, and the honour to work with their children and privilege to live on their land.</p>	
<p>1. <b>Previous Meeting Minutes</b> - December 6, 2023</p>	<p>1. The minutes of the previous Business Committee Meeting held on December 6, 2023 were accepted as presented.</p>
<p>2. <b>Human Resources</b> 2.1 Grievance Update – CMTF &amp; CUPE</p> <p>3. <b>Facilities/Transportation/OH&amp;S</b> 3.1 Monthly Facilities Report, January 2024</p> <p>3.2 District Joint OH&amp;S Committee Meeting Minutes – next meeting January 23, 2024</p>	<p>2.1 Human Resources Director Bath provided a grievance update relating to the Coast Mountain Teachers' Federation (CMTF) and the Canadian Union of Public Employees Union (CUPE), Local 2052. CUPE has four grievances. CMTF current numbers are three-Step 1 &amp; Step 2 grievances, and one-Step 3 grievance. <b>Information only; no action required.</b></p> <p>3.1 Director Schibli provided an update of recent work, some schools had flooring replaced, upgraded lighting, and kitchen upgrades to support the new food program. Next week district staff will meet with the Minor Capital Branch and hope to receive indications of funding for the upcoming school year. <b>Information only; no action required.</b></p> <p>3.2 No Report</p>
<p>4. <b>Board Representations</b> 4.1 BCPSEA 4.2 BCSTA</p>	<p>4.1 No Report 4.2 No Report</p>



<p><b>5. Outstanding Items from Previous Meeting</b></p>	<p>5. There were no outstanding items from the previous meeting.</p>
<p><b>6. Finances</b>          6.1 Monthly Financial Statements, November 2023           6.2 Interim Operating Grants – December 2023</p>	<p>6.1 Secretary Treasurer Fuller spoke to the November 30, 2023 Monthly Financial Statements, there were no areas of concern.  <b>Information only; no action required.</b></p> <p>6.2 Secretary Treasurer Fuller spoke to the December 2023 Interim Operating Grants based on the final September 2023 enrolment count. Highlighting changes reflected in the Interim Operating Grants and the Ministry Operating Grants Summary.  <b>Action: Forward the December 2023 Interim Operating Grants for information to the next Regular Board Meeting on January 31, 2024.</b></p>
<p><b>7. New Business</b>          7.1 Annual Review – School District Video Surveillance System</p>	<p>7.1 Director Schibli shared the Annual Review of the School District Video Surveillance System Report. To comply with the School Act Section 74.01 and the Freedom of Information and Protection of Privacy Act, an annual review of the School District's video surveillance has been conducted.  <b>Action: Forward the Annual Review of the School District Video Surveillance System Report for information to the next Regular Board Meeting on January 31, 2024.</b></p>
<p><b>8. Next Meeting</b></p>	<p>8. The next Business Committee Meeting is scheduled on Wednesday, February 14, 2024, from 10:30 a.m. to 12:00 p.m.</p> <p>The meeting was adjourned at 11:13 a.m.</p>



**MEETING AGENDA ITEM #10.1.2**

Action: X Information:  
Meeting: Regular Meeting Date: January 31, 2024  
Topic: **Ministry of Education and Child Care 2023-2024 Amended Operating Grants**

**Background/Discussion:**

Annually, in the month of December, the Ministry of Education and Child Care provides Boards with Amended Operating Grant totals based on the September 29 1701 Enrolment Count submissions provided by school districts in every new school year.

On December 22, 2023, the Ministry of Education and Child Care shared the 2023-2024 recalculated funding allocations for Coast Mountains School District 82 based on actual September 29, 2023 enrolment. Additionally, school districts must prepare, adopt by bylaw and submit an Amended Annual Budget by February 29, 2024.

Attached is the 2023-2024 Ministry Interim Operating Grants Overview and the 2023-2024 Ministry Operating Grants Summary for Coast Mountains School District 82 following the September 29, 2023 enrolment count.

The Business Committee reviewed this information at its January 17, 2024 meeting and forwards to the Board for information.

**Recommended Action:**

**THAT** the Board receive for information the Ministry of Education and Child Care 2023-2024 Amended Operating Grants as presented.

Presented by: Secretary Treasurer

**Interim Operating Grants Overview - 2023/24 School Year**  
(Following the September 2023 Enrolment Count)

School District 82 (Coast Mountains)

September 2023 Enrolment Count				
	School-Age Enrolment	Funding Level	Funding	Total Supplement
Standard (Regular) Schools	4,043.3750	\$8,625	\$34,874,109	
Continuing Education	0.0000	\$8,625	\$0	
Alternate Schools	159.0000	\$8,625	\$1,371,375	
Online Learning	5.0000	\$6,960	\$34,800	
Home Schooling	22	\$250	\$5,500	
Course Challenges	0	\$270	\$0	
<b>Total Enrolment-Based Funding (September)</b>	<b>4,207.3750</b>			<b>\$36,285,784</b>
	Total Enrol. Change	Funding Level	Funding	Total Supplement
1% to 4% Enrolment Decline	55.9375	\$4,313	\$0	
4%+ Enrolment Decline		\$6,469	\$0	
Significant Cumulative Decline (7%+)	320.3125	\$4,313	\$0	
<b>Supplement for Enrolment Decline</b>				<b>\$0</b>
	Enrolment	Funding Level	Funding	Total Supplement
Level 1 Special Needs	5	\$49,070	\$245,350	
Level 2 Special Needs	221	\$23,280	\$5,144,880	
Level 3 Special Needs	11	\$11,760	\$129,360	
English Language Learning	357	\$1,735	\$619,395	
Indigenous Education	1,979	\$1,710	\$3,384,090	
Adult Education	0.5000	\$5,505	\$2,753	
Equity of Opportunity Supplement			\$334,560	
<b>Supplement for Unique Student Needs</b>				<b>\$9,860,388</b>
		Funding		Total Supplement
Variance from Provincial Average		-\$960		
Estimated Number of Educators	233.771		-\$224,420	
	Enrolment	Funding Level	Funding	Total Supplement
FTE Distribution	4,207.8750	\$180.33	\$758,806	
<b>Supplement for Salary Differential</b>				<b>\$534,386</b>
<b>Supplement for Unique Geographic Factors</b>				<b>\$9,353,848</b>
Funding Protection				\$0
Curriculum and Learning Support Fund				\$37,363
<b>September 2023 Enrolment Count, Total</b>				<b>\$56,071,769</b>

July 2023 Enrolment Count				
	Enrolment	Funding Level	Funding	Total Supplement
Summer Learning Grade 1-7	0	\$245	\$0	
Summer Learning Grade 8-9	0	\$245	\$0	
Summer Learning Grade 10-12	0	\$490	\$0	
Supplemental Summer Learning Funding			\$0	
Cross-Enrolment, Grade 8 and 9	0	\$490	\$0	
<b>Summer Learning, Total</b>				<b>\$0</b>
February 2024 Enrolment Count*				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	0.0000	\$8,625	\$0	
Adult FTE - Continuing Education	0.0000	\$5,505	\$0	
K-Gr 9 School-Age FTE - Online Learning	0.0000	\$3,480	\$0	
Gr 10-12 School-Age FTE - Online Learning	10.0000	\$6,960	\$69,600	
Adult FTE - Online Learning	0.0000	\$5,505	\$0	
Level 1 Special Needs Enrolment Growth	0	\$24,535	\$0	
Level 2 Special Needs Enrolment Growth	0	\$11,640	\$0	
Level 3 Special Needs Enrolment Growth	0	\$5,880	\$0	
Newcomer Refugees	0.0000	\$4,313	\$0	
ELL Supplement - Newcomer Refugees	0	\$868	\$0	
<b>February 2024 Enrolment Count, Total*</b>				<b>\$69,600</b>
May 2024 Enrolment Count*				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	0.0000	\$8,625	\$0	
Adult FTE - Continuing Education	0.0000	\$5,505	\$0	
K-Gr 9 School-Age FTE - Online Learning	0.0000	\$2,320	\$0	
Gr 10-12 School-Age FTE - Online Learning	10.0000	\$6,960	\$69,600	
Adult FTE - Online Learning	0.0000	\$5,505	\$0	
<b>May 2024 Enrolment Count, Total*</b>				<b>\$69,600</b>
<b>2023/24 Full-Year Estimated Total*</b>				<b>\$56,210,969</b>
Estimated 2023/24 Operating Grant from Indigenous Services Canada				\$5,232,580
Estimated 2023/24 Operating Grant from Ministry of Education and Child Care				\$50,978,389

\*Note: Highlighted sections are estimated and will be updated following the February and May enrolment counts

## SD 82 2023-2024 MINISTRY OPERATING GRANTS SUMMARY

FUNDING SOURCE	2022-2023 Actual	2023-2024 Preliminary (March 2023)	2023-2024 Interim (December 2023)	Change from 23-24 Preliminary
	4,151,4375	4,199,0000	4,207,3750	8,3750
<b>Enrollment Based Funding</b>				
school age - reg	31,367,023	34,853,625	34,874,109	20,484
continuing education	-			-
school age - alt	1,237,945	1,319,625	1,371,375	51,750
dist learn	104,145	34,800	34,800	-
home school	7,500	7,500	5,500	(2,000)
course challenge	-			-
<b>sub-total</b>	<b>32,716,613</b>	<b>36,215,550</b>	<b>36,285,784</b>	<b>70,234</b>
<b>Special Education</b>				
level 1	179,400	196,280	245,350	49,070
level 2	4,553,920	4,795,680	5,144,880	349,200
level 3	64,500	105,840	129,360	23,520
<b>sub-total</b>	<b>4,797,820</b>	<b>5,097,800</b>	<b>5,519,590</b>	<b>421,790</b>
<b>ACE-IT</b>				
<b>Newcomer Refugees</b>				
<b>Enrollment Based</b>				
July	-			-
Feb	608,095	69,600	69,600	-
May	95,251	69,600	69,600	-
<b>sub-total</b>	<b>703,346</b>	<b>139,200</b>	<b>139,200</b>	<b>-</b>
<b>Special Needs Growth</b>				
English Language Learning	412,100	477,125	619,395	142,270
Aboriginal Education	3,075,225	3,382,380	3,384,090	1,710
Adult Education	3,144	3,441	2,753	(688)
Salary Differential	554,517	553,636	534,386	(19,250)
Enrollment Decline				-
Unique Geographical Factor	8,886,777	9,353,848	9,353,848	-
Formula Transition				-
Funding Protection				-
Holdback Allocation				-
Holdback Allocation (April)				-
Holdback Allocation (June)				-
Vulnerable Students				-
Equity of Opportunity Supplement	320,495	337,889	334,560	(3,329)
Curriculum and Learning Support Fund	36,478	37,363	37,363	-
Administrative settlement				-
<b>TOTAL</b>	<b>51,506,515</b>	<b>55,598,232</b>	<b>56,210,969</b>	<b>612,737</b>

<b>Other Grants</b>	<b>2023-24 Prelim</b>	<b>2023-24 Interim</b>	<b>Change</b>
Student Transportation Fund	557,786	557,786	-
Support Staff Labour Settlement			-
Classroom Enhancement Fund - Staffing	5,995,495	6,693,649	698,154
Classroom Enhancement Fund - Overhead	336,538	336,538	-
Classroom Enhancement Fund - Remedies		125,550	125,550
Learning Improvement Fund	210,447	210,447	-
Community LINK	645,023	647,954	2,931
Annual Facility Grant - Operating	308,323	308,323	-
Pay Equity	1,160,795	1,160,795	-
Employer Health Tax			-
Labour Settlement	928,103	928,103	-
Early Career Mentorship Fund			-
Feeding Futures Fund	582,554	582,554	-
Federal Safe Return to Class Fund			-
Restart Funding			-
<b>TOTAL</b>	<b>10,725,064</b>	<b>11,551,699</b>	<b>826,635</b>





**MEETING AGENDA ITEM #10.1.3**

Action: X Information:  
Meeting: Regular Meeting Date: January 31, 2024  
Topic: **Annual Review – School District Video Surveillance System**

**Background/Discussion:**

In compliance with the *School Act*, section 74.01, an annual review is conducted in January of the school district surveillance system in conjunction with CMSD82 Policy 4015: Video Surveillance (as attached) to ensure the school district's surveillance system provides protection and safety of individuals, school land, belongings or school property.

As outlined in the attached report, the Director of Facility Services conducted a review on January 8, 2024 of the operation and equipment of the school district surveillance system and found all systems to be meeting the intent of protecting the safety of the respective school facility, staff and students in accordance with the *School Act* and CMSD82 Policy 4015: Video Surveillance.

The Business Committee at its January 17, 2024 meeting reviewed the Annual Review Report of the School District Surveillance System and forwards to the Board for information.

**Recommended Action:**

**THAT** the Board receive for information the Annual Review of the School District Video Surveillance System Report as presented.

Presented by: Secretary Treasurer



**SECTION 4000: FACILITIES, GROUNDS AND EQUIPMENT**

**POLICY 4015: VIDEO SURVEILLANCE**

- *Date Adopted: June 12, 2013*
  - *Date Reviewed: April 10, 2019*
- 

**POLICY**

The Board authorizes the use of video surveillance equipment on school district property. All video surveillance will be conducted in compliance with the provisions of the:

- *School Act, Section 74.01*
- *Freedom of Information and Protection of Privacy Act*
- *Coast Mountains Board of Education School District 82 Procedures*



January 8<sup>th</sup> 2024

## Annual Review of CMSD Surveillance Systems

Conducted by Robert Schibli, Director of Facility Services.

On January 8<sup>th</sup>, 2024, I have reviewed the operation and equipment at the following sites and found them to be meeting the intent of protecting the safety of the school facility, staff, and students.

- 1) Caledonia Secondary
- 2) Skeena Middle
- 3) Hazelton Secondary
- 4) Kitimat City High
- 5) Mount Elizabeth Middle/Secondary
- 6) Parkside Secondary
- 7) Ecole Mountainview
- 8) Cassie Hall Elementary
- 9) Kildala Elementary
- 10) Nechako Elementary
- 11) Thornhill Elementary
- 12) New Hazelton Elementary
- 13) Kitwanga Elementary
- 14) School Board Office Complex

The addition of video surveillance systems at seven sites in the past two years has led to a noticeable decrease in vandalism. Upon their request, the District provided surveillance footage to the RCMP/GRC to aid in their investigation of three separate incidents on School District property in 2023. One investigation led to the District's participation in a Restorative Justice Circle.

See below for reference to the School Act section 74.01 that mandates this annual review.

### ***Video Surveillance Cameras***

**74.01 (1)** *A board may install and operate a video surveillance camera in a school facility or on school land for the purposes of protecting*

*(a) the safety of individuals in a school facility or on school land,*

*(b) an individual's belongings in a school facility or on school land, or*

*(c) school property*

*with the prior approval of the parents' advisory council for the school where the board proposes to install and operate a video surveillance camera.*



*(2) A parents' advisory council may make recommendations to a board to install and operate a video surveillance camera in a school facility or on school land for the purposes set out in subsection (1).*

*(3) If a board*

*(a) has installed and operates a video surveillance camera in a school facility or on school land before the date this section comes into force, or*

*(b) installs and operates a video surveillance camera in a school facility or on school land for the purposes set out in subsection (1),*

*the board must conduct an annual review that assesses if the installation and operation of the video surveillance camera is accomplishing a purpose set out in subsection (1).*

*(4) Subsections (1) to (3) do not apply to the installation and operation of a video surveillance camera in a school facility or on school land on a temporary basis for a specific investigative purpose.*

*(5) Subsection (1) does not apply to a video surveillance camera installed in a school facility or on school land before the date this section comes into force.*



**MEETING AGENDA ITEM #10.2.1**

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 31, 2024
Topic:	<b>Minutes of the Education Committee Meeting, January 17, 2024</b>		

**Background/Discussion:**

Minutes as attached.

**Recommended Action:**

**THAT** the minutes of the Education Committee Meeting held on January 17, 2024 be received for information.

Presented by: Superintendent of Schools



# EDUCATION COMMITTEE MEETING

Wednesday, January 17, 2024 – 4:00 p.m. to 5:30 p.m.  
Zoom Virtual Meeting

### Committee Members:

- Trustee Karen Jonkman (Chairperson)
- Aaron Callaghan, Superintendent of Schools
- Anya Carrell, Teacher, Skeena Middle School (CMTF representative)
- Robert Clifton, Director of Instruction, Indigenous Education
- Jericho Collison, Education Coordinator, Kitselas First Nation (First Nations representative)
- Jocelynn Drew, Principal, Bear Valley School (CMAA representative)
- Krista Jay, District Parent Advisory Committee representative (DPAC)
- Trustee Wayne Jones
- Geraldine Lawlor, Director of Instruction, Graduation & Innovation
- Angie Maitland, Director of Education, Haisla Nation Council (First Nations representative)
- Julia Nieckarz, Director of Instruction, Learner Support
- Troy Peters, District Parent Advisory Committee representative (DPAC)
- Trustee Julia Sundell
- Michelle Sutherland, Teacher, Mount Elizabeth Middle/Secondary School (CMTF representative)

### Regrets:

- Monica Brady, President, CUPE Local 2052 (CUPE representative)
- Marian Kotovich-Laval, Education Coordinator, Kitsumkalum First Nation (First Nations representative)
- Monica Simms, Education Advisor, Gitksan Government Commission (First Nations representative)
- Pansy Wright-Simms, Education Coordinator, Gitanmaax First Nation (First Nations representative)

### Guests:

- Beverly Azak, District Vice Principal, Indigenous Education
- Phillip Barron, District Principal
- Tina McDonald, District Principal
- Louise Ormerod, Principal, Hazelton Secondary School
- Carolyn Roberts, Guest Speaker
- Kathy Sawchuk, Guest Speaker

### Recording Secretary:

- Carole Gagnon, Executive Assistant

## MEETING MINUTES

Items	Action
The virtual meeting was called to order at 4:02 p.m. chaired by Trustee Karen Jonkman, Education Committee Chairperson.	
1. Acknowledgement of the Territories, Introductions & Welcome	<p>Chairperson Jonkman acknowledged with respect the school district's business being conducted on the traditional unceded territories of the Gitksan, Haisla, Nisga'a, Ts'mysen and Lheidli T'enneh Peoples noting Trustee Sundell was attending the meeting virtually from Prince George. We are honoured to work with their children and privileged to live, learn, work and play on these lands.</p> <p>Chairperson Jonkman extended a belated happy New Year and a warm welcome to all in attendance for the virtual Education Committee Meeting. Round-table introductions and meeting regrets followed.</p>

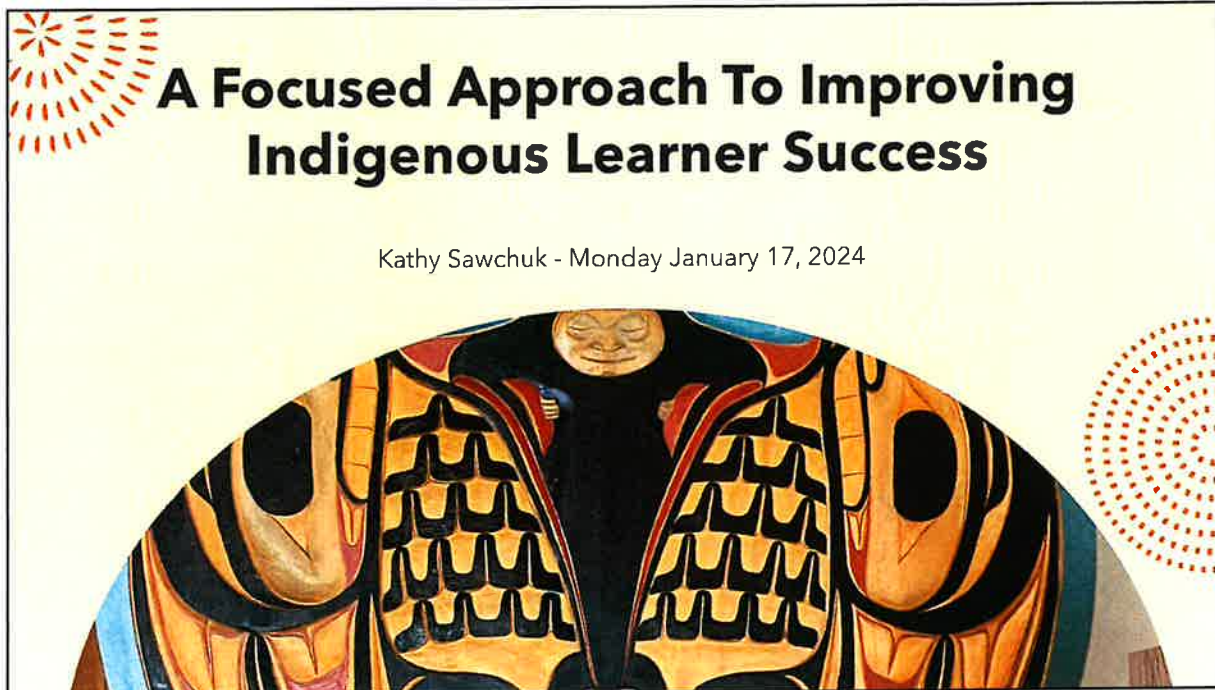


<p>1. <b>Acknowledgement of the Territories, Introductions &amp; Welcome</b> <i>(cont'd)</i></p>	<p>Chairperson Jonkman noted that Martin Luther King, Jr., Day is observed annually on the third Monday in January in the United States. This day commemorates the life and work of Dr. King who was a Baptist minister and prominent leader in the American civil rights movement who advocated for non-violent resistance against racial segregation. People were encouraged to use this day to 'reflect on the principles of racial equality and non-violent social change exposed by Dr. King'.</p>
<p>2. <b>Previous Meeting Minutes, December 6, 2023</b></p>	<p>The meeting minutes of the previous Education Committee Meeting held on December 6, 2023 were received. <b>Information only; no action required.</b></p>
<p>3. <b>Field Trip Approvals (2):</b>          - Hazelton Secondary School – UNESCO Field Trip, Toronto, April 8-12, 2024          - Caledonia Secondary School – Cantando Music Festival Field Trip, Edmonton, April 12-17, 2024</p>	<p>Director Lawlor shared that in accordance with Policy 1080: Field Trips and Outdoor Education, that Level Five Field Trips encompasses all trips regardless of duration that travel outside of provincial and national jurisdiction. Board approval in principle is required for all Level Five Field Trips prior to initiating, planning or fundraising and prior to promoting with students of the community. Final Board approval is required for all level Five Field Trips with the submission of the completed Field Trip application to the Board within the following timelines: a) within Canada – 60 days, b) International – 120 days.</p> <p>The following Field Trip submissions were presented to the Education Committee for review and recommendation to forward the Board for approval.</p> <ol style="list-style-type: none"> <li>1. Out-of-Province Field Trip: Hazelton Secondary School, UNESCO Field Trip, Toronto, April 8-12, 2024. Board approval in principle and final Field Trip Application approval was sought. Louise Ormerod, Principal for Hazelton Secondary School spoke to this unique student opportunity presented for their school, also a partner member school of UNESCO, to participate in this National Youth Conference on 'Learning for the Sustainable Future'. Two leadership students would attend the conference with a chaperone. Director Lawlor thanked Louise for attending the meeting and speaking to the UNESCO Field Trip. To meet the prescribed approval timeline, the Board approval in principle request and the completed Field Trip Application requires the Education Committee's review and consideration at its January 17, 2024 meeting, then forwarded to the Regular Board Meeting for the Board's final approval on January 31, 2024.</li> <li>2. Caledonia Secondary School Band &amp; Choir – Cantando Music Festival Field Trip, Edmonton, April 12-17, 2024. Final Field Trip Application approval was sought noting Board approval in principle was approved by the Board at the October 25, 2023 Regular Board Meeting. To meet the prescribed approval timeline, the completed Field Trip Application requires the Education Committee's review and consideration at its January 17, 2024 meeting, then forwarded to the Regular Board Meeting for the Board's final approval on January 31, 2024.</li> </ol> <p><b>Action:</b> The Education Committee reviewed the aforementioned submissions with a recommendation to forward to the Board for consideration and approval at the January 31, 2024 Regular Board Meeting.</p>



<p><b>4. Focused Approach to Goal Setting and Success Planning for Indigenous Learners - Kathy Sawchuk</b></p>	<p>Director Clifton introduced and welcomed guest speaker, Kathy Sawchuk invited to join the Special Topic Education Committee meeting titled 'The Success of Indigenous Learners'. Kathy shared a power point presentation regarding <i>A Focused Approach to Improving Indigenous Learner Success</i> as attached for reference as well as Kathy's bio.</p> <p>Superintendent Callaghan thanked Kathy along with Director Clifton and District Vice Principal Azak for sharing more on the efforts taking place in our school district to shift the practice of Indigenous Support Workers as they focus on relationships, goal attainment, and learner agency in their schools. <b>Information only; no action required.</b></p>
<p><b>5. Culturally Responsive Approaches in Education – Carolyn Roberts</b></p>	<p>Director Clifton introduced and welcomed guest speaker, Carolyn Roberts (reference her bio as attached) invited to join the Special Topic Education Committee meeting to speak to <i>Culturally Responsive Approaches in Education</i>. For reference, Carolyn's website <a href="http://www.carolynroberts.net">www.carolynroberts.net</a> reflects the slide deck she presented during the meeting. Additionally, website links will be shared with the Education Committee that synthesize some of the concepts discussed during Carolyn's presentation.</p> <p>Superintendent Callaghan thanked Carolyn for speaking to the development of culturally responsive classrooms where Indigenous learners can thrive. <b>Information only; no action required.</b></p>
<p><b>6. Next Meeting &amp; Adjournment</b></p>	<p>Chairperson Jonkman thanked everyone for participating in the Special Topic Meeting. The next Education Committee Meeting will be held virtually on Wednesday, February 7, 2024 from 4:00 p.m. to 5:30 p.m. via Zoom.</p> <p>The meeting was adjourned at 5:31 p.m.</p>

DRAFT



# A Focused Approach To Improving Indigenous Learner Success

Kathy Sawchuk - Monday January 17, 2024

1



Coast Mountains School District is in service to diverse First Nations, Métis and Inuit learners and their caregivers who live, learn and play on the traditional lands of the Gitksan, Haisla, Nisga'a and Ts'msyen peoples.

We acknowledge the strength of the ancestors, elders, knowledge holders, emerging leaders and community members; and the histories, languages, cultures, protocols that continue to guide and sustain Indigenous Peoples.

## Acknowledgement

2

## Improving the Education Experiences of Indigenous Learners

- The disparity in achievement between Indigenous and non-Indigenous learners has existed throughout the history of public education in British Columbia. In the past few decades, addressing this disparity has become a priority. As a result, a number of jurisdictions have engaged in research to better understand the learning needs of Indigenous learners and to develop approaches and practices that improve both the learning outcomes and overall educational experience of indigenous learners.



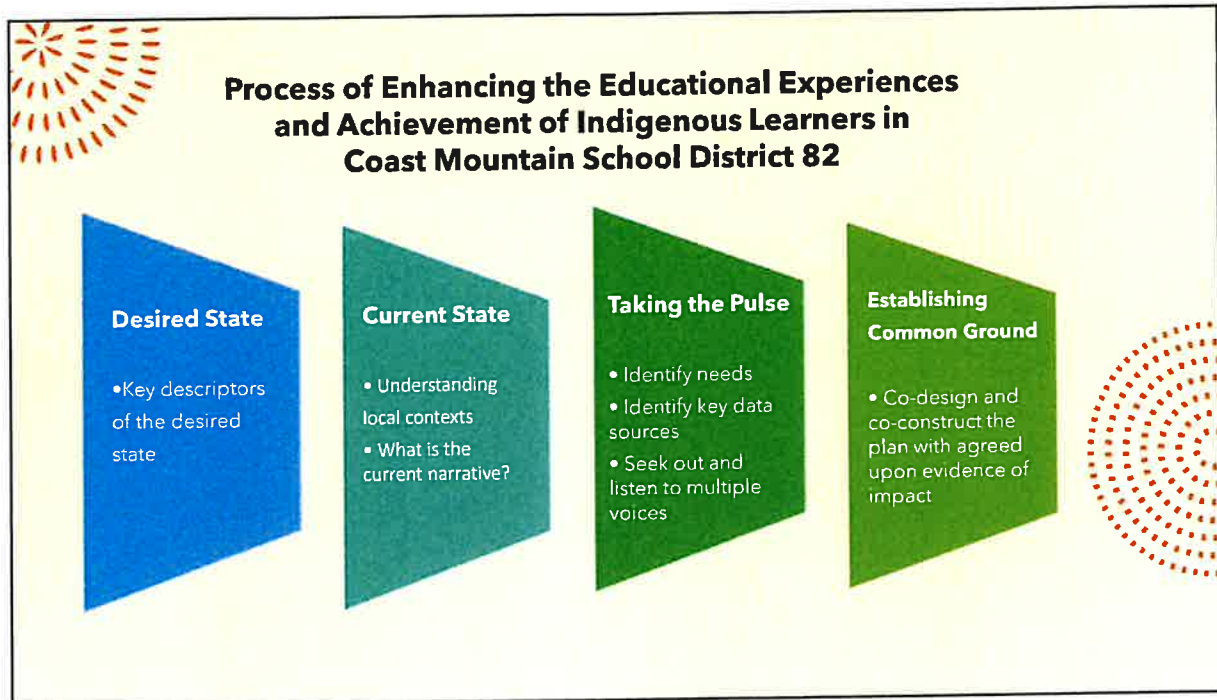
3

## What Does The Research Indicate?

- Agency: learners feel seen and heard, active participant in creating a plan for success
- Relationships: care for the learner and their learning; family-like connections.
- High Expectations: with support and learners know its possible to meet them, for themselves.
- Power Sharing: co-constructing the learning journey with the learner
- Pedagogical Expertise: culturally responsive designs for learning

4





5

### Evidence of Impact & Impactful Practices

- Multiple school districts across the province have applied these principles to support the success of Indigenous learners
- This is supported by multiple data sources: graduation rates, learner surveys, grade transitions, FSA scores and literacy and numeracy data.

2024  
Indigenous Education Department - CMSD B2

6

## Enhancement Through a Coaching and Mentoring Approach

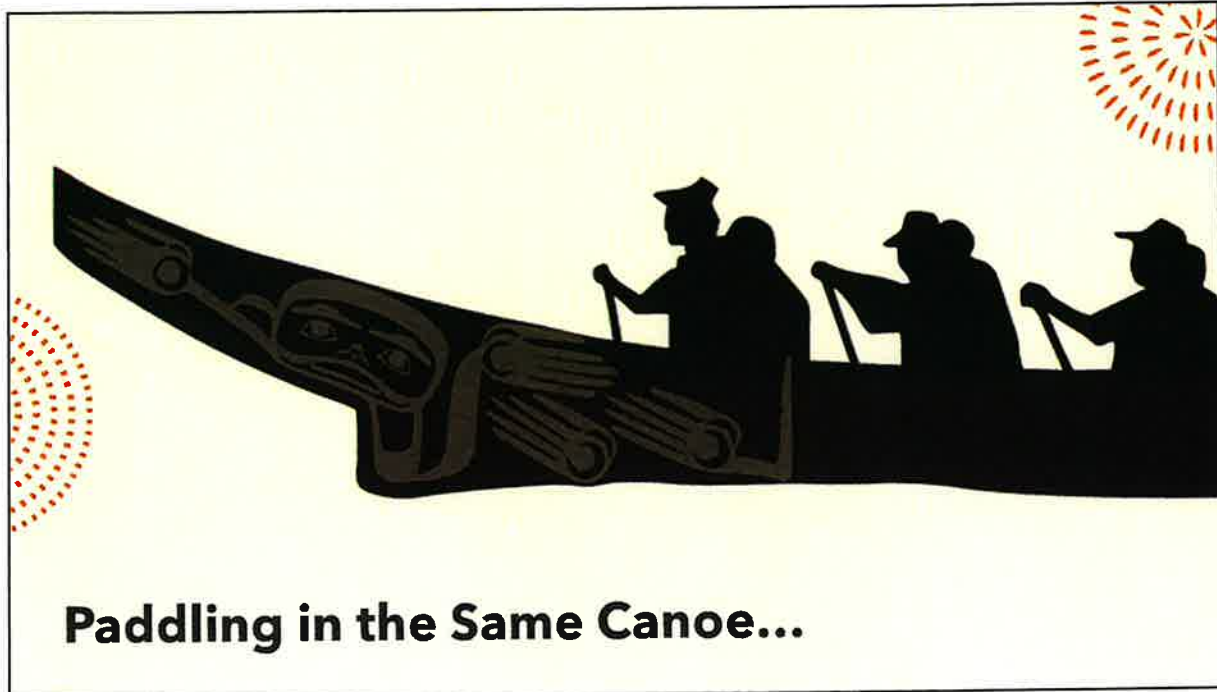
- **Indigenous Support Services:** Connecting the roles within the Indigenous Education Department to needs of Indigenous learners. This is taken care of by the direct service to Indigenous learners through service by IESW/IEYW, IEGA, IEOW) For learners with complex needs, collaboration with Indigenous Education Graduation Advisors and Indigenous Education Outreach Workers.
- **Indigenous Education Approaches:** Enhancement through a coaching and mentoring approach that considers learning as learning for life that is culturally responsive, holistic growth includes mind, heart, body, spirit.
- **Focused Approach:** Indigenous Education Department, specifically the Indigenous Education Support Workers and Indigenous Education Youth Workers are providing coaching and mentoring in the following:
  - Developing learner agency
  - Relationships: care for the learner and their learning
  - High Expectations: with support
  - Co-Constructing a success plan for learning with Indigenous learners

7

Questions?



8



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## GUEST SPEAKERS

### **SPECIAL TOPIC EDUCATION COMMITTEE MEETING JANUARY 17, 2024**

#### **Kathy Sawchuk**

Kathy's career has been defined by her dedication to Indigenous education and community engagement. Starting as a youth worker in the 1980s, she recognized the importance of building strong relationships with Indigenous communities, caregivers, and youth. These relationships were essential for understanding the unique needs and challenges faced by Indigenous learners.

Throughout her journey, Kathy has been committed to ensuring that Indigenous learners are seen and heard in their educational experiences. Her student-centered approach emphasizes recognizing each learner's individuality and cultural identity. Her work as a youth worker allowed her to provide crucial support and care to Indigenous youth, deepening her understanding of the challenges they face and the importance of holistic support.

As she progressed in her career, Kathy became the Superintendent of Schools/CEO in Peace River South #59. In this role, she had the opportunity to shape educational policies and practices, with a specific focus on Indigenous education and student success. Her involvement with the BC School Superintendents Association (BCSSA) executive allowed her to collaborate with others and create the Indigenous Leaders Series, aimed at supporting Indigenous leadership in senior management positions within BC's education system.

Kathy's passion for working with teachers and system leaders to improve classroom cultures and climates has been pivotal in creating environments where Indigenous students can thrive. Even after her retirement in 2015, she continued to expand her horizons by gaining insights from international experiences in Australia and New Zealand. Her journey reflects a lifelong commitment to creating inclusive and culturally responsive educational environments.

#### **Carolyn Roberts**

Carolyn uses her voice to support Indigenous resurgence through education. She is a St'at'imc and Sto:lo woman belonging to the Thevarge family from N'quatqua Nation and the Kelly Family from the Tzeachten Nation and a member of the Squamish Nation. Carolyn is an Indigenous academic and Assistant Professor working in the Teacher Education Department of the University of the Fraser Valley. She has been an educator and administrator for over 20 years in the K-12 system.

Carolyn's work is grounded in educating about Indigenous people and the decolonization of the education system. She works with pre-service teachers to help build their understandings in Indigenous history, education, and ancestral ways of knowing, to create a brighter future for all Indigenous people and the seven generations yet to come.



**MEETING AGENDA ITEM #10.2.2**

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 31, 2024
Topic:	<b>Board Approval in Principle &amp; Final Field Trip Application</b> • Hazelton Secondary School, CCUNESCO National Youth Conference, Toronto, April 9-12, 2024		

**Background/Discussion:**

The attached Board Approval in Principle request and Out-of-Province Field Trip Application for Hazelton Secondary School student leadership participation in the Canadian Commission of UNESCO (CCUNESCO) National Youth Conference in Toronto, April 9-12, 2024 was presented and reviewed at the January 17, 2024 Education Committee Meeting.

In accordance with Policy 1080: Field Trips and Outdoor Education "Board approval in principle" and "final Board approval" is required for an Out-of-Province Field Trip with the submission of the completed Field Trip Application to the Board within 60 days of departure.

Due to this unique student opportunity presented to Hazelton Secondary School as outlined in the attached trip synopsis, also a partner member school of CCUNESCO, to participate in this National Youth Conference, the District Education Team recommended it be presented to the Education Committee for consideration.

To meet the prescribed approval timeline, the Board approval in principle request and the completed Field Trip Application required the Education Committee's review and consideration at its January 17, 2024 meeting, then forwarded to the Regular Board Meeting for the Board's final approval on January 31, 2024.

The Education Committee recommended this Out-of-Province Board approval in principle request and Field Trip Application be forwarded to the Board for final approval.

**Recommended Action:**

**THAT** the Board approve the Hazelton Secondary School Out-of-Province Field Trip Application to the CCUNESCO National Youth Conference in Toronto, April 9-12, 2024 at no cost to the Board and subject to ensuring the safety of students and adhering to Federal and Provincial travel advisories, regulations and protocols throughout the travel dates.

## **Hazelton Secondary School**

### **CCUNESCO National Youth Conference April 9-12, 2024**

#### **The team of the conference is: Learning for the Sustainable Future**

Group Leader: Heather Berry (organized by Richard Pesik)

1. The departure day is April 9, 2024, the return day is April 12, 2024
  - a) Day 1: Travel from Hazelton to Terrace, then fly to Toronto and attend Welcoming Ceremony at the York University.
  - b) Day 2: All day workshops for students and teachers at the York University
  - c) Day 3: Morning workshops for students and teachers at the at the Royal Ontario Museum.
  - d) Day 4: Fly back to Terrace and then travel to Hazelton.
2. The conference is supported by CCUNESCO and BCUNESCO
3. CCUNESCO supports only two students and one teacher from various school PLN UNESCO schools in Canada. The students were selected by students from HSS Leadership and UNESCO group.
4. Students, parents and HSS PAC were informed about this trip.
5. The purpose of the travel is to attend various workshops at CCUNESCO National Conference. The students will report about the workshops to the rest of the HSS student body.
6. The cost of the travel is approximately \$1,100.00. The travel cost and teacher's release time is covered mostly by CCUNESCO and BCUNESCO, additional needed funds would be fundraised.
7. For more information you can contact me – Richard Pesik at 250-730-1982



**BOARD APPROVAL IN PRINCIPLE – LEVEL FIVE FIELD TRIPS**

School Name: Hazelton Secondary School

Class / Group: Leadership Group/UNESCO

School Administrator: Louise Ormerod

Destination: Toronto, Canada

Approx. Departure Date: April 9, 2024

Approx. Return Date: April 12, 2024

Lead Teacher: Heather Berry/Richard Pesik Contact Telephone Number: [REDACTED]

Number of Students & Chaperones Participating in Field Trip (provide breakdown):  
2 students-1 teacher chaperone

Estimated Field Trip Anticipated Cost per Student:  
\$1200.00 - covered

Anticipated Sources of Funding: UNESCO Grant, fundraising,

Fundraising Plans: BC UNESCO, Leadership funds, Student/teacher funds

Plan(s) in place for students wishing to participate who have financial restrictions:  
Financial support from UNESCO

How will all students have equal access for the selection process to participate in this Field Trip ensuring a fair/equal access?:  
Students will be selected by their Leadership peers and agreed to by teacher/chaperone

Board Approval in Principle Received: \_\_\_\_\_ (Yes / No)

Board Meeting Date & Motion: \_\_\_\_\_



**Field Trip Application Form – Level 2-5**  
**Overnight, Moderate Risk, Outdoor Adventure, Out of Province**  
 School Name: HSS  
 Coast Mountains Board of Education SD 82

Destination: <u>Toronto</u>		
Departure Date: <u>April 9</u>	Departure Time: <u>10:30</u>	Return Time: <u>12:49</u>
Lead Teacher: <u>Heather Berry</u>		
Phone: <u>[REDACTED]</u>	Email: <u>heather.berry@cmsd.bc.ca</u>	
Area of study: <u>Learning for a Sustainable Future</u>	Purpose of trip: <u>The 2024 UNESCO Schools Network National Conference</u>	
Grade: <u>9 &amp; 13</u>	# of students: <u>2</u>	# of Male: <u>  </u> # of Female: <u>2</u>

Names of supervisors:	Staff (S) Volunteer (V) Other (O)	Gender: Male/Female
Lead Teacher: <u>Heather Berry</u>	<u>S</u>	<u>F</u>
Other Supervisor:		
Other Supervisor:		
Other Supervisor:		
Total Number of Supervisors: <u>1</u>		
Name of Service Provider if applicable:	Contact Person:	Phone:

Transportation (check all that apply)		Estimated cost of trip:
<p><b>Method</b></p> <input checked="" type="checkbox"/> walking <input type="checkbox"/> school owned bus/van <input checked="" type="checkbox"/> public transport <input type="checkbox"/> charter bus <input type="checkbox"/> 15 passenger van <input type="checkbox"/> rental van <input type="checkbox"/> by service provider <input type="checkbox"/> transport not provided; participants responsible for own <input checked="" type="checkbox"/> other (specify): <u>car and plane, taxi</u>	<p><b>Driver</b></p> <input type="checkbox"/> professional driver <input checked="" type="checkbox"/> volunteer driver (staff/other supervisor) <input type="checkbox"/> volunteer driver/student <input type="checkbox"/> other (specify): <u>drive to airport</u> <u>Taxi driver</u>	<p><b>Sources of funding</b> (ie. cost/student/other sources – if so accommodated <u>UNESCO BC, UNESCO Canada, accomodation paid by provider</u>  <u>additional \$400 grant prer participant, student/teacher fundraising</u></p> <p><b>Equal access for all students:</b>  <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> See attached</p> <p><b>Special Needs Addressed:</b>  <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A    <input type="checkbox"/> See attached</p> <p><b>Alternative Activity non-participants:</b> <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p> <p><b>Contingency Plan:</b> <u>none TBD</u></p>

**Educational Value:**

Goals and/or Student Learning Outcomes: Learning about Climate Challenges that are facing present and future generations

Activity that will occur (or attach Program/Activity/Trip Plan) pleace see attached programe

Student preparations (eg. knowledge, skills, attitudes, fitness) students are part of our Leadersip and UNESCO group

Follow-up activity that will occur: Students will present their learning to the school population

**Safety Guidelines:** I am familiar with relevant board policies, district procedures and the *YouthSafe Outdoors: Safety*

*First! Guidelines for BC School Off-site Experiences (2005):*  Yes     No

**Safety Plan:** Briefly describe (or attach in Detailed Trip Plan) the risk assessment and safety planning process to address key risks related to the following

Environment (eg. weather, terrain/site, wildlife): Conference takes place indoors  
The risk to the students should be minimal since all activities are provided by the provider

Activity (eg. transportation, outdoor pursuits/aquatic specific): Transportation is provided by teacher and public transportation  
plane, taxi

Group (eg. clothing, equipment, water, food, behaviour): there is no need for a special equipment





### Overnight, Moderate Risk, Outdoor Adventure, Out of Province

**Supervision Plan:** Briefly describe the supervision processes to be used. (Eg. large or small group setting(s), lead/sweep, head counts, buddy system, level of supervision (constant visual, on-site, in the area), other elements of supervision plan as relevant.) **Students will be supervised by a teacher during the travel and stay in Toronto,**

**Students will attend individual meetings and will be supervised by the provider, and teacher chapereone.**

**Volunteer Plan** if relevant:  Background Check  Reference Check  Criminal Record Check

Process to identify, screen if/as appropriate and brief re roles and responsibilities. (eg. briefing to be conducted when, where, how, by whom)

*Teacher*

**Emergency Plan:** First Aid kit(s) stocked and carried/accessible  First Aid  Repair  Survival

**Emergency communications equipment carried and/or accessible:** check any/all that apply

telephone  cell phone  satellite phone  radio  none  other (specify)

Name of **Primary First Aider**, if relevant: \_\_\_\_\_ Certification Held: \_\_\_\_\_

Name of **School Contact 24/7:** Louse Ormerod Phones: (H) \_\_\_\_\_ (W) (250) 842-5214 (C) \_\_\_\_\_

**Attachments checklist:** check all that apply and attach to this form:

- Program/activity/trip plan
- Itinerary card
- Assessing Teacher/Leader Readiness Form
- Parental consent and Acknowledgement of Risk Form
- Other (specify): \_\_\_\_\_
- Volunteer consent and acknowledgement of risk form
- Volunteer driver authorization application form
- Service provider proposal, agreement and/or contract
- Passenger list form
- Off-site Experience Checklist

**Evaluation:**

Criteria for success of Off-Site experience: The students' presentation to the school population about climate challenges and our ability and involment how to approach them

Process to determine success: The further involment of students in UNESCO activities, leadership presentations, discussions and contributions to class.

<b>Name of Lead teacher:</b> (print) Heather Berry	<b>Date:</b> (D/M/Y) 07/12/2023	<b>Signature:</b> <i>Heather Berry</i>
<b>Name of Administrator:</b> (print) Louise Ormerod	<b>Date:</b> (D/M/Y) 07/12/23	<b>Signature:</b> <i>Louise Ormerod</i>
<b>Additional Approval</b> ( if needed print name/title) <i>Richard Pesik - Teacher</i>	<b>Date:</b> (D/M/Y) <i>07/01/24</i>	<b>Signature:</b>

Personal information contained on this form is collected under the authority of the School Act for the purpose of participating in school trips. If you have any questions about this form, please contact your school administrator





**MEETING AGENDA ITEM #10.2.3**

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 31, 2024
Topic:	<b>Board Approval: Final Field Trip Application</b> <ul style="list-style-type: none"><li>• <b>Caledonia Secondary School, Cantando Music Festival, Edmonton, April 1-17, 2024</b></li></ul>		

**Background/Discussion:**

The attached Out-of-Province Field Trip Application for Caledonia Secondary School's Band and Choir to attend the Cantando Music Festival in Edmonton, April 12-17, 2024 was presented and reviewed at the January 17, 2024 Education Committee Meeting.

On October 25, 2023, the Field Trip Application received Board "approved in principle" as attached. In accordance with Policy 1080: Field Trips and Outdoor Education "final Board approval" is required for this Level Five Field Trip with the submission of the completed Field Trip Application to the Board within 60 days of departure.

In order to meet the prescribed approval timeline, the completed Field Trip Application required the Education Committee's review and consideration at its January 17, 2024 meeting, then forwarded to the Regular Board Meeting for the Board's final approval on January 31, 2024.

The Education Committee recommended this Out-of-Province Field Trip Application be forwarded to the Board for final approval.

**Recommended Action:**

**THAT** the Board approve the Caledonia Secondary School Out-of-Province Band and Choir Field Trip Application to the Edmonton Cantando Music Festival, April 12-17, 2024 at no cost to the Board and subject to ensuring the safety of students and adhering to Federal and Provincial travel advisories, regulations and protocols throughout the travel dates.

Presented by: Superintendent of Schools



Coast Mountains Board of Education School District 82

BOARD APPROVAL IN PRINCIPLE - LEVEL FIVE FIELD TRIPS

School Name: Caledonia Secondary School

Class / Group: Caledonia Music

School Administrator: Jane Arbuckle

Destination: Edmonton "Cantando Festival"

Approx. Departure Date: April 12, 2024

Approx. Return Date: April 17, 2024

Lead Teacher: Jacquelynne Amendt Contact Telephone Number: [REDACTED]

Number of Students & Chaperones Participating in Field Trip (provide breakdown):  
60 Students, 1 teacher, 7 parent chaperones

Estimated Field Trip Anticipated Cost per Student:  
\$1000 per student

Anticipated Sources of Funding: monthly paid deposits of \$200, and/or fundraising

Fundraising Plans: "World's Finest Chocolates", Musical ticket sales, Raffle Tickets, Telethon

Plan(s) in place for students wishing to participate who have financial restrictions:  
Angel fund, business donations, plenty of fundraising opportunities

How will all students have equal access for the selection process to participate in this Field Trip ensuring a fair/equal access?:  
All students registered in Band and Choir have the same opportunity to attend this trip

Board Approval in Principle Received: \_\_\_\_\_ (Yes/No)

Board Meeting Date & Motion: OCTOBER 25, 2023 REGULAR BOARD MTG.



**Field Trip Application Form – Level 2-5**  
**Overnight, Moderate Risk, Outdoor Adventure, Out of Province**  
 School Name: Caledonia Secondary School  
 Coast Mountains Board of Education SD 82

Destination: <u>Edmonton Alberta</u>		Departure Time: _____	Return Time: <u>April 17</u>
Departure Date: <u>April 12</u>		Lead Teacher: <u>J. Amendt</u>	
Phone: _____		Email: <u>jacquelynn-amendt@cmsd.bc.ca</u>	
Area of study: <u>Music</u>		Purpose of trip: _____	
Grade: <u>10-12</u>	# of students: <u>60</u>	# of Male: <u>30</u>	# of Female: <u>30</u>

Names of supervisors:	Staff (S) Volunteer (V) Other (O)	Gender: Male/Female
Lead Teacher: <u>Amendt</u>	<u>S</u>	<u>F</u>
Other Supervisor: <u>Collette Stewart</u>	<u>S</u>	<u>F</u>
Other Supervisor: <u>Scott Peden</u>	<u>V</u>	<u>M</u>
Other Supervisor: <u>Brad Reid</u>	<u>V</u>	<u>M</u>
Total Number of Supervisors: <u>3</u>	<u>2S 6V</u>	<u>4F 4M</u>
Name of Service Provider if applicable: _____	Contact Person: _____	Phone: _____

Transportation (check all that apply)		Estimated cost of trip:
<b>Method</b> <input type="checkbox"/> walking <input type="checkbox"/> school owned bus/van <input type="checkbox"/> public transport <input checked="" type="checkbox"/> charter bus <input type="checkbox"/> 15 passenger van <input type="checkbox"/> rental van <input type="checkbox"/> by service provider <input type="checkbox"/> transport not provided; participants responsible for own <input type="checkbox"/> other (specify): _____	<b>Driver</b> <input checked="" type="checkbox"/> professional driver <input type="checkbox"/> volunteer driver (staff/other supervisor) <input type="checkbox"/> volunteer driver/student <input type="checkbox"/> other (specify): _____	<b>Sources of funding</b> (ie. cost/student/other sources – if so accommodated) _____ <b>Equal access for all students:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> See attached <b>Special Needs Addressed:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> See attached <b>Alternative Activity non-participants:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Contingency Plan:</b> _____

**Educational Value:**

Goals and/or Student Learning Outcomes: Musicianship, independence, teamwork

Activity that will occur (or attach Program/Activity/Trip Plan) Music Festival

Student preparations (eg. knowledge, skills, attitudes, fitness) Attend rehearsals, performance + PRACTICE 😊

Follow-up activity that will occur: \_\_\_\_\_

**Safety Guidelines:** I am familiar with relevant board policies, district procedures and the YouthSafe Outdoors: Safety

First! Guidelines for BC School Off-site Experiences (2005):  Yes  No

**Safety Plan:** Briefly describe (or attach in Detailed Trip Plan) the risk assessment and safety planning process to address key risks related to the following

Environment (eg. weather, terrain/site, wildlife): Attached

Activity (eg. transportation, outdoor pursuits/aquatic specific): ↓

Group (eg. clothing, equipment, water, food, behaviour): \_\_\_\_\_



### Overnight, Moderate Risk, Outdoor Adventure, Out of Province

**Supervision Plan:** Briefly describe the supervision processes to be used. (Eg. large or small group setting(s), lead/sweep, head counts, buddy system, level of supervision (constant visual, on-site, in the area), other elements of supervision plan as relevant.)

Each ~~Lead~~ Chaperone will have 7-8 students in their group. Check points will be known in advance, students are to meet with their chaperone lead. Head counts x 2.

**Volunteer Plan** if relevant:  Background Check  Reference Check  Criminal Record Check

Process to identify, screen if/as appropriate and brief re roles and responsibilities. (eg. briefing to be conducted when, where, how, by whom)

Meeting to be held soon!

**Emergency Plan:** First Aid kit(s) stocked and carried/accessible  First Aid  Repair  Survival

**Emergency communications equipment carried and/or accessible:** check any/all that apply

telephone  cell phone  satellite phone  radio  none  other (specify)

Name of **Primary First Aider**, if relevant: Scott Peden Certification Held:

Name of **School Contact 24/7:** Joe Dominguez Phones: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

**Attachments checklist:** check all that apply and attach to this form:

- Program/activity/trip plan
- Itinerary card
- Assessing Teacher/Leader Readiness Form
- Parental consent and Acknowledgement of Risk Form
- Other (specify): \_\_\_\_\_
- Volunteer consent and acknowledgement of risk form
- Volunteer driver authorization application form
- Service provider proposal, agreement and/or contract
- Passenger list form
- Off-site Experience Checklist

#### Evaluation:

Criteria for success of Off-Site experience: Festival Grades 😊

Process to determine success: Performing in the Festival

Name of Lead teacher: (print) <u>Jacquelyne Amendt</u>	Date: (D/M/Y) <u>08/01/2024</u>	Signature: 
Name of Administrator: (print) <u>Jane Arbuckle</u>	Date: (D/M/Y) <u>10/01/2024</u>	Signature: 
Additional Approval (if needed print name/title)	Date: (D/M/Y)	Signature:

Personal information contained on this form is collected under the authority of the School Act for the purpose of participating in school trips. If you have any questions about this form, please contact your school administrator

# Edmonton Cantando Festival and Music Tour

## Itinerary Rough Draft

\*The times of events other than our festival performances are still approximate

### **Friday April 12<sup>th</sup>**

Travel Day  
7:00am: load bus outside of Caledonia  
Gym/Music Room parking lot  
7:30am: start driving to Hazelton  
9:30am: performance at one of the schools  
11:00am: continue back on the road towards Smithers  
12:00pm: stop in Smithers for lunch.  
12:30pm: continue on the Road towards McBride  
7:00pm: Arrive in McBride check into hotel  
7:30pm: Late dinner.  
8:30pm: Downtime  
10:30pm: Lights out

### **Saturday April 13<sup>th</sup>**

Travel Day  
7:30am: load bus  
8:00am: head towards Hinton  
11:00am: lunch in Hinton  
11:30am: head to Edmonton  
2:30pm: Arrive in Edmonton, check into hotel  
3:30pm: Activity  
6:15 pm: Dinner Theatre  
9:00 pm: Back to hotel, downtime  
10:00pm: Lights out

### **Sunday April 14<sup>th</sup>**

8:00am: Head to Winspear Centre  
8:30am: Check into Festival  
9:00am: Wind Ensemble Performs  
10:30 – 6pm: West Edmonton Mall  
6:30pm: Dinner at the Mall  
8:30pm: Hotel and downtime  
10:00pm: Lights out

### **Monday April 15<sup>th</sup>**

9:00am: Head to Winspear Centre  
10:00 – 11:00am: Jazz Performance  
11:20am: Choir Performance, location TBA  
12:00pm: Lunch  
1:00pm Head to Winspear Centre  
2:00 – 2:50: Wind Ensemble Clinic at Winspear  
3:00 – 4:30: Watch Performances/Downtime?  
4:30: Head to Choir Venue  
5:00 – 5:50: Choir Clinic  
6:30pm: Dinner  
8:30pm: Hotel and Downtime

### **Tuesday April 16<sup>th</sup>**

Travel Day  
7:30am: Load bus from hotel  
8:00am: Head towards Jasper  
12:00pm: Lunch in Jasper  
1:00pm: Load bus and head towards Prince George  
5:00pm: Arrive in Prince George, check into hotel  
6:00pm: Dinner/Activity?  
8:30pm: Hotel/Downtime  
11:00pm: Lights out

### **Wednesday April 17<sup>th</sup>**

Travel Day  
7:30am: Load bus and head to Vanderhoof  
8:30am: Arrive at Vanderhoof and perform at one of the schools  
10:00am: Head towards Smithers  
1:00pm: Arrive in Smithers and break for lunch  
2:00pm: Head towards Terrace  
4:30pm: Arrive at Caledonia, unload bus  
5:00pm: Parents/caregivers pick up their kids

- Research and plan activities
- Sort out breakfasts
- Book hotels
- Contact schools for school performances
- Research and book restaurants





**MEETING AGENDA ITEM #12.1**

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 31, 2024
Topic:	<b>Board Chair Report – January 2024</b>		

**Background/Discussion:**

Attached for Trustees' information is the Board Chair's Report for the month of January 2024 respectfully submitted by Board Chair Margaret Warcup.

A monthly Board Chair Report will be provided for inclusion in the agenda package for future Regular Board Meetings.

**Recommended Action:**

**THAT** the Board receive for information the Board Chair Report for January 2024.

Presented by: Board Chair Warcup



**BOARD CHAIR REPORT**

**JANUARY 2024 REGULAR BOARD OF EDUCATION MEETING**

Prior to the holidays, I had the opportunity to be hosted by Pam Craig the Board Chair for the Pacific Rim School District during a visit to Port Alberni. She generously showed me her community and gave me the opportunity to assist their Board of Trustees with hosting an appreciation luncheon for their maintenance personnel and administrative support staff. And then to visit their new school. Wow – an amazing welcoming school that has an open-concept with the outdoors captured with large opening doors, a full commercial kitchen, a new theatre and a corridor with offices and spaces for community colleagues who provide services for students and families. The school also has several circle areas for learning, dialogues and just being together. After my visit, I reflected on how important it is for our work in trying to get funding for capital projects to accomplish our identified need to update our secondary school in Kitimat.

The start of the 2024 year can be a time to reflect on accomplishing our strategic goals on the to-do list for the Board of Trustees. The Board is on task with its 2023-2024 Annual Work Plan. Additionally, and not on our list, with the approval at the last Regular Board Meeting of our Trustee Codes of Conduct policies there is a requirement to forward these policies to Ministry of Education and Child Care and to BCSTA (BC School Trustees Association) by April 30, 2024 which submission is currently being completed.

A BCSTA Board Chairs call was held on January 18 included some information sharing from the Ministry of Education relating to the provincial budget is expected in February that will give us some guidance on our next work of developing our annual operating budget. I did note there appears to be a focus on food security, mental health and annual facilities grants. A survey is forthcoming to all school districts asking questions on food costs and programs.

BCSTA spoke to their advocacy goals plan with the upcoming provincial fall election. Trustees will be provided with resources to use during the election period and be asked for input on issues that warrant being brought forth during this election period. When we receive the questionnaire from BCSTA, I suggest we do a Board dialogue session with a focus on identifying if there are any local school-district related issues to put forth.

We were also informed that more information is forthcoming regarding the implementation of Bill 40 and the recently released December 2023, 'Distinctions-Based Approach Primer' and related legislation.

Lastly the question has been raised for 2026 meeting scheduling as the Canadian School Board Association (CSBA) National Meeting will be hosted in Whistler, B.C. that year. To manage costs and/or for Boards to budget for Trustees to attend, the questions to be answered are:

1. Should we move our BCSTA AGM to a virtual format and thus save travel cost to attend the CSBA Whistler Conference,
2. Should we add a day on to the CSBA Whistler Conference for our BCSTA AGM, or
3. Should we have budgets for both costs. BCSTA will be forwarding a survey to Trustees sharing these questions.

I attended not this term, but the last term of CSBA Whistler Conference and it was very informative.

Trustees were invited to participate in the last BCSTA virtual Orientation Webinar held on January 11 titled, Financial & Resources Management. Trustees Jonkman, Maxim and I were able to participate in the webinar which was recorded and available via the BCSTA portal. It was very informative for Trustees as we move into our next budgeting cycle.

Trustee Harrison will keep us up to date on the Leadership Series Meeting to be hosted by the BCSTA Northwest Branch in Terrace on May 11, 2024.

Respectfully submitted by,



Trustee Margaret Warcup, Board Chair