



**BOARD OF EDUCATION
PUBLIC MEETING
AGENDA**

Wednesday, February 26, 2020, 6:00 pm

School Board Office

1040 Hollywood Road S

Kelowna, BC

**The Central Okanagan Board of Education acknowledges that this meeting is being held on the unceded,
Traditional Territory of the Okanagan People.**

A copy of the Agenda and attachments are available on the School District website:
<http://www.sd23.bc.ca/Board/boardmeetinginfo/meetingagendaattachments/Pages/default.aspx>
Alternatively, copies are available on request at the District Administration Office.

Pages

1. CALL TO ORDER

2. AGENDA

Additions/Amendments/Deletions

THAT: The Agenda for the Public Board Meeting of February 26, 2020 be adopted (as amended, if appropriate).

3. MINUTES

3.1 Public Board Meeting - February 12, 2020

8

(Attachment)

THAT: The Minutes of the Public Board Meeting of February 12, 2020 be adopted as presented.

4. CENTRAL OKANAGAN PUBLIC SCHOOLS – "INSIDE 23"

4.1 KSS Indigenous Academy - Blanketing Exercise

5. Meeting Recess (Five Minutes)

6. PUBLIC QUESTION/COMMENT PERIOD

The purpose of this public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any items on the agenda. The total time for this period shall normally be 15 minutes. A person wishing to speak is requested by the Chairperson of the Board to state their name and provide, if possible, a written copy of the comments.

7. TRUSTEES QUERIES/COMMENTS

8. ACTION ITEMS

8.1 Transportation Recommendations from the February 12, 2020 Public Board Meeting

19

*Recommendations from the Board of Education - February 12, 2020
(Attachment)*

BOARD RECOMMENDATIONS:

THAT: The Board of Education set the eligibility walk limits as 3.0 km for elementary students, 4.0 km for middle students, and 4.8 km for secondary students.

THAT: The Board of Education set the transportation fee of \$300 using the no route cap scenario, as attached to the Agenda and presented at the February 12, 2020 Public Board Meeting.

THAT: The Board of Education set the transportation registration opening date to March 2, 2020 and closing date of May 31, 2020.

STEERING COMMITTEE RECOMMENDATIONS:

THAT: The Board of Education approves the amendments to Regulation 425R – Student Fees (Regulations), as attached to the Agenda and makes the following substantive changes to the existing regulation:

Addition of a new criteria to also allow for a subsidy under income thresholds.

THAT: The Board of Education approves the rewrite to Regulation 470R – Transportation Services Management (Regulation) Guiding Principles for Transportation in Central Okanagan Public Schools, as attached to the Agenda and makes the following substantive changes to the existing regulation:

Registration deadline set to May 31. Late applications for eligible students

will be accommodated if there is an empty seat.

Eligibility for secondary students can be removed if the area they reside in has been deemed to have adequate transit service.

Courtesy seats will not be provided to students that reside less than 2.0 kms from their catchment school.

Courtesy seats will first be provided to elementary and middle school students based on distance. Any remaining seats will be provided to secondary students based on distance.

The practice to remove courtesy riders from a seat during the year to accommodate new eligible riders is discontinued.

An additional fee will be charged for students that require more than one route.

The restriction on bus transfers and bus stop limits is eliminated.

Increase of ride time guideline to 60 minutes.

All outstanding fees must be paid, arranged for payment or subsidized to receive busing service.

8.2 Enhancement Agreement – École KLO Middle School – Modular Farm

38

*Recommendation of the Planning and Facilities Committee - February 5, 2020
(Attachment)*

RECOMMENDATIONS:

THAT: The Board of Education enter into an Enhancement Agreement with the École KLO Middle School PAC for a Modular Farm, outlined in Appendix B, as attached to the Agenda and presented at the February 26, 2020 Public Board Meeting.

THAT: The Board of Education approve a \$49,764 loan be provided to the KLO Middle School PAC to assist with the fees and installation of a Modular Farm, as attached to the Agenda and presented at the February 26, 2020 Public Board Meeting.

8.3 Annual Facility Grant (AFG) Plan for 2020/2021 through 2024/2025

66

*Recommendation of the Planning and Facilities Committee - February 5, 2020
(Attachment)*

RECOMMENDATION:

THAT: The Board of Education approve the Annual Facility Grant Plan for 2020/2021 through 2024/2025, as attached to the Agenda and presented at the February 26, 2020 Public Board Meeting.

8.4 Amendments to Policy 386 - Employee Use of Electronic and Social Media Communication

72

*Recommendation of the Policy Committee - February 5, 2020
(Attachment)*

RECOMMENDATION:

THAT: The Board of Education approve the amendments to Policy 386 - Employee Use of Electronic and Social Media Communication, as attached to the Agenda and as presented at the February 26, 2020 Public Board Meeting.

8.5 New Policy 437 - Managing Students with Diabetes and New Regulations 437R - Managing Students with Diabetes (Regulations)

*Recommendation of the Policy Committee - February 5, 2020
(Materials to be provided)*

RECOMMENDATION:

THAT: The Board of Education approve new Policy 437 - Managing Students with Diabetes and new Regulations 437R - Managing Students with Diabetes (*Regulations*) as presented at the February 26, 2020 Public Board Meeting.

8.6 Amendments to Policy 208 - Confidential Disclosure: Reporting and Investigating Allegations of Financial Irregularity

75

*Recommendation of the Policy Committee - February 5, 2020
(Attachment)*

RECOMMENDATION:

THAT: The Board of Education approve the amendments to Policy 208 - Confidential Disclosure: Reporting and Investigating Allegations of Financial Irregularity, as attached to the Agenda and as presented at the February 26, 2020 Public Board Meeting.

8.7 Affirmation of Policy 168 - Policy Committee

77

*Recommendation of the Policy Committee - February 5, 2020
(Attachment)*

RECOMMENDATION:

THAT: The Board of Education affirm Policy 168 - Policy Committee, as attached to the Agenda and as presented at the February 26, 2020 Public Board Meeting.

8.8 Amendments to Policy 706 - District Student Council and Regulations 706R - District Student Council (Regulations)

79

*Recommendation of the Policy Committee - February 5, 2020
(Attachment)*

RECOMMENDATION:

THAT: The Board of Education approve the amendments to Policy 706 - District Student Council and Regulations 706R - District Student Council (*Regulations*), as attached to the Agenda and as presented at the February 26, 2020 Public Board Meeting.

9. PUBLIC QUESTION/COMMENT PERIOD

This public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any matter pertaining to public education.

10. INFORMATION ITEMS

10.1 Superintendent's Emergent Issues

10.2 Level 4 and 5 Field Study Summary – 2019/2020

82

(Attachment)

10.3 General Statement – February 12, 2020

97

(Attachment)

11. BOARD/DISTRICT COMMITTEE QUERIES/COMMENTS AND REPORTS

12. BOARD CORRESPONDENCE

Received:

Coalition of Child Care Advocates of BC, January 30, 2020, \$10aDay Child Care Plan

M. Edwards, February 8, 2020, 2020-2021 School Bus Fee Increase

R. Volk, February 17, 2020, Copy of Letter to Interior Health Re Complaints at Rutland Middle School

J. Fitzsimons, February 19, 2020, Pot Shop Opening Very Close to Elementary School

RECOMMENDATION:

THAT: At the February 26, 2020 Public Board Meeting, the Board receive the correspondence listed above.

13. ITEMS REQUIRING SPECIAL MENTION

14. BC SCHOOL TRUSTEES ASSOCIATION

14.1 Thompson Okanagan Branch BCSTA Meeting

Friday, March 6, 2020 to Saturday, March 7, 2020
Chase, BC

14.2 BCSTA Leadership Series

Wednesday, April 8, 2020
Vernon, BC

14.3 BCSTA AGM

April 16-19, 2020
Vancouver, BC

15. BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS

15.1 Joint Board of Education and City of West Kelowna Meeting

Friday, February 28, 2020
10:00 am - 12:00 pm
Board Room Main at 1040 Hollywood Road South

16. FUTURE MEETINGS

16.1 Regularly Scheduled Board Meetings

Regular Public Board Meeting
Wednesday, March 11, 2020 at 6:00 pm, Board Room Main at 1040
Hollywood Road South

Regular Public Board Meeting
Wednesday, April 8, 2020 at 6:00 pm, Board Room Main at 1040 Hollywood
Road South

16.2 Board Standing Committee Meetings

General Affairs Committee Meeting

Wednesday, March 4, 2020 at 4:00 pm, Board Room Main at 1040 Hollywood Road South

Planning and Facilities Committee Meeting

Wednesday, March 4, 2020 at 6:00 pm, Board Room Main at 1040 Hollywood Road South

17. NOTICES OF MOTION

18. ITEMS FOR A FUTURE AGENDA

19. MEDIA QUESTIONS

20. ADJOURNMENT



**BOARD OF EDUCATION
PUBLIC MEETING
MINUTES**

**Wednesday, February 12, 2020, 6:00 pm
School Board Office
1040 Hollywood Road S
Kelowna, BC**

Board of Education: Trustee M. Baxter, Chairperson
Trustee N. Bowman
Trustee R. Cacchioni
Trustee C. Desrosiers
Trustee J. Fraser
Trustee A. Geistlinger
Trustee L. Tiede

Staff: Kevin Kaardal, Superintendent of Schools/CEO (*left the meeting at 8:23 pm*)
Ryan Stierman, Secretary-Treasurer/CFO
Terry Beaudry, Deputy Superintendent of Schools
Michelle DesRochers, Executive Assistant (recorder)

Partner Groups: Susan Bauhart - COTA President (*arrived at 6:35 pm*)
David Tether - CUPE President (*arrived at 6:39 pm*)
Cherylee Morrison - COPAC Co-President (*arrived at 6:06 pm and left at 8:35 pm*)
Raelyn Larmet - COPVPA Pro-D Representative
Grace Mallette, DSC - Grade 10 at Rutland Senior Secondary

**The Central Okanagan Board of Education acknowledged that this meeting was being held
on the unceded, Traditional Territory of the Okanagan People.**

CALL TO ORDER

The meeting was called to order at 6:03 pm.

AGENDA

*Add: Additional Material for scheduled Action Item 9.1 - Transportation Task Force Steering
Committee Recommendations*

Add: New Information Item 11.6 BC Ministry of Education Funding Announcement

Main 20P-023

MOVED by Trustee Tiede

SECONDED by Trustee Fraser

THAT: The Agenda for the Public Board Meeting of February 12, 2020 be adopted as amended.

CARRIED

MINUTES

Public Board Meeting - January 29, 2020

Amend the minutes to include the time that Trustee Desrosiers left the meeting.

Amend the minutes under Information Items - Level 4 and 5 Field Study Summary - 2019/2020 to say '*Field Studies are going to be diverted from entering China*'.

Main 20P-024

MOVED by Trustee Fraser

SECONDED by Trustee Geistlinger

THAT: The Minutes of the Public Board Meeting of January 29, 2020 be adopted as amended.

CARRIED

6:06 pm - The COPAC Co-President joined the meeting.

CENTRAL OKANAGAN PUBLIC SCHOOLS – "INSIDE 23"

Harmony Day T-Shirt Artwork

In attendance:

Tim Mayer, Teacher, École Kelowna Secondary School

Teigan Johnston, Grade 12 Student, École Kelowna Secondary School

Teigan Johnston, a grade 12 student at École Kelowna Secondary School, prepared the artwork for the Harmony Day T-Shirts. After learning about the Four Food Chiefs skəm̓xist (Bear), n'tyxtix (Salmon), spitlem (Bitterroot) and siya? (Saskatoon Berry) from the Indigenous Advocate, she learned how to integrate them into her artwork based on the theme of Gratitude. Along with her family, she will continue to participate and embrace Sylix Culture in our community. She felt honoured for the opportunity to share her artwork with the Central Okanagan School District for Harmony Day.

DECLARATIONS

Harmony Day - February 19, 2020

In attendance:

Leigh-Ann Yanow, Chair of the Harmony Day Committee
Chloe Yanow, Grade 7 student, Canyon Falls Middle School
Mori Mayer, Grade 7 student, Constable Neil Bruce Middle School

Leigh-Ann Yanow, Chair of the Harmony Day Committee, announced that this year marks the 13th Annual Harmony Day and this year's theme is '**Gratitude**'. Many events will be happening in schools on Wednesday, February 19, 2020. For more information, visit www.harmonyday.ca.

The students spoke about their experiences participating in the Harmony Day Living Library Middle School Conference that was held on Friday, January 24, 2020.

The Board Chairperson, on behalf of the Board of Education, made the following Declaration:

WHEREAS Harmony Day recognizes that the citizens of the Central Okanagan come from all over the world; and,

WHEREAS Harmony Day provides an annual opportunity for the Central Okanagan Public Schools community to celebrate cultural diversity while committing to mutual respect; and,

WHEREAS Harmony Day creates sensitivity to and respect for differences; and,

WHEREAS Harmony Day allows the Central Okanagan Public Schools to focus on the mission of educating students in a safe, inspirational learning environment; and,

THEREFORE I, Moyra Baxter, as Chairperson of the Board of Education of the Central Okanagan Public Schools, do hereby proclaim February 19, 2020 as Harmony Day in Central Okanagan Public Schools.

Pink Shirt Day - February 26, 2020

The Central Okanagan Board of Education declared Wednesday, February 26, 2020 as "Pink Shirt Day" in Central Okanagan Public Schools.

Meeting Recess (Five Minutes)

6:24 pm: The meeting was recessed.

6:31 pm: The meeting reconvened.

PUBLIC QUESTION/COMMENT PERIOD

Michael Hewson: Mr. Hewson quoted several recent news articles regarding transportation and requested clarification.

The Board Chair responded accordingly to Mr. Hewson's enquiries.

6:35 pm: *The COTA President joined the meeting.*

6:39 pm: *The CUPE President joined the meeting.*

Paul Silcock: Mr. Silcock expressed concerns with the proposed transportation fee increase and queried how the Board has communicated with the province regarding the lack of provincial funding for transportation.

The Board Chair stated that the Board of Education has written numerous letters over the years regarding the lack of provincial funding for transportation.

Mr. Silcock expressed his concerns about the possibility of transportation fees being increased to \$450.

The Board Chair stated that the Trustees had previously heard from Mr Silcock both by telephone and email and would be considering his input during debate later in the meeting.

Kerri Robertson: Ms. Robertson thanked the District for bringing forward other options for transportation eligibility limits and fees. Ms. Robertson stated that she hopes that the District can be committed to the safety of students as well as be fiscally responsible.

TRUSTEES QUERIES/COMMENTS

Trustee Fraser queried how the District can encourage middle/secondary schools to have diversity clubs, if they don't already have one.

The Board Chair requested that Trustee Fraser send her request to the Coordinating Committee to add to a future agenda.

ACTION ITEMS

Transportation Task Force Steering Committee Recommendations

Trustee Desrosiers, Chair of the Planning and Facilities Committee, stated that the Committee reviewed the Transportation Task Force Steering Committee's recommendations at the February 5, 2020 Planning and Facilities Committee Meeting and determined that additional information was required. The Committee deferred the recommendations to the Board of Education for further discussion with the requested additional information.

The Board discussed the Transportation Task Force Steering Committee's recommendations along with additional information that was provided.

The Board agreed that any recommendations agreed to would be brought forward to the February 26, 2020 Public Board Meeting.

Main 20P-025

MOVED by Trustee Cacchioni

SECONDED by Trustee Tiede

THAT: The Board of Education set the eligibility walk limits as 3.0 km for elementary students, 3.6 km for middle students, and 4.8 km for secondary students.

Amendment 20P-026

MOVED by Trustee Geistlinger

SECONDED by Trustee Fraser

THAT: The Board of Education set the eligibility walk limits as 3.0 km for elementary students, 4.0 km for middle students, and 4.8 km for secondary students.

CARRIED

Opposed: Trustees Bowman and Cacchioni

The question was called on MAIN MOTION 20P-025 as amended by 20P-026.

CARRIED

Opposed: Trustees Bowman and Cacchioni

Main 20P-027

MOVED by Trustee Geistlinger

SECONDED by Trustee Tiede

THAT: The Board of Education set the transportation fee of \$300/year for each bus rider for the period effective July 1, 2020 to June 30, 2021.

Amendment 20P-028

MOVED by Trustee Desrosiers

SECONDED by Trustee Fraser

THAT: The Board of Education set the transportation fee of \$325/year, for each bus rider for the period effective July 1, 2020 to June 30, 2021.

DEFEATED

Opposed: Trustees Bowman, Cacchioni, Geistlinger, and Tiede

Amendment 20P-029

MOVED by Trustee Fraser

SECONDED by Trustee Tiede

THAT: The Board of Education set the transportation fee of \$300 using the no route cap scenario, as attached to the Agenda and presented at the February 12, 2020 Public Board Meeting.

CARRIED

Opposed: Trustee Bowman

The question was called on MAIN MOTION 20P-027 as amended by 20P-029.

CARRIED

Opposed: Trustee Bowman

Main 20P-030

MOVED by Trustee Desrosiers

SECONDED by Trustee Fraser

THAT: The Board of Education refer the following Motions: Main 20P-025 as amended by 20P-026, and Main 20P-027 as amended by 20P-029, as well as the approval of the transportation registration opening date of March 2, 2020 and closing date of May 31, 2020 to the February 26, 2020 Public Board Meeting.

CARRIED

Approval of 2019/2020 Amended Annual Budget

Main 20P-031

MOVED by Trustee Cacchioni

SECONDED by Trustee Tiede

THAT: At the February 12, 2020 Public Board Meeting, the Board of Education give first, second and third readings to the School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2019/2020.

CARRIED

Main 20P-032

MOVED by Trustee Cacchioni

SECONDED by Trustee Tiede

THAT: The School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2019/2020 in the amount of \$275,685,975 be read a first, second and third time, passed and adopted the 12th day of February, 2020.

CARRIED

Affirmation of Policy 160 - Finance and Audit Committee

Main 20P-033

MOVED by Trustee Cacchioni

SECONDED by Trustee Fraser

THAT: The Board of Education affirm Policy 160 – Finance and Audit Committee, as attached to the Agenda, and as presented at the February 12, 2020 Public Board Meeting.

CARRIED

PUBLIC QUESTION/COMMENT PERIOD

Paul Silcock: Mr. Silcock queried if there is an opportunity to amalgamate bus routes.

The Secretary-Treasurer/CFO stated that the Transportation Department maximizes the utilization of bus routes. Any amalgamation would result in a reduction of service.

Mr. Silcock recommended that the District implement a procedure to either increase fees or remove seats for people who have not paid their transportation fees.

David Grabovac: Mr. Grabovac thanked the Board for their decisions regarding transportation.

8:23 pm: The Superintendent of Schools/CEO left the meeting.

Mr. Grabovac queried how the changes to transportation will be communicated to parents.

The Secretary-Treasurer/CFO stated that the District will issue a media release as well as send a message to all parents via 'school messenger' regarding transportation updates.

Shelley Yost: Ms. Yost stated, on behalf of a parent, that stops were eliminated in the upper mission area this year that have caused safety issues.

Connor Trembley: Mr. Trembley queried how many bus riders have unpaid fees this year.

The Secretary-Treasurer/CFO stated that 770 riders currently have not paid their fees. In total, there are 1,400 bus riders who have either not paid their fees or have been subsidized.

Andrea Van Niekerk: Ms. Van Niekerk stated that communication is important and she is glad that the Board is not recommending a route cap. Ms. Van Niekerk also queried if the Board could look at establishing an amount they are comfortable with to subsidize transportation and then set the fees based on that amount.

The Board Chair stated that the total dollar amount being subsidized for transportation will be made clear when the Board discusses the overall District Budget.

INFORMATION ITEMS

Superintendent's Emergent Issues

On behalf of the Superintendent of Schools/CEO, the Deputy Superintendent stated that there were no emergent issues to report.

Level 4 and 5 Field Study Summary – 2019/2020

The Board reviewed the information.

General Statement – January 29, 2020

The Board reviewed the information.

Financial Update - December 31, 2019

Trustee Cacchioni provided an overview of the Financial Update through to December 31, 2019. Any surplus in the District Budget will be rolled into the following year's budget.

2020/2021 Budget Survey Questions

The Board reviewed the information.

The 2020/2021 Budget Survey questions will be sent out to parents and published on the District website. There will be a 2020/2021 Budget Presentation on March 2, 2020 at the COPAC Meeting. The presentation will start at 6:30 pm in room 3 at Hollywood Road Education Services - 1040 Hollywood Road South.

8:35 pm: The COPAC Co-President left the meeting.

BC Ministry of Education Funding Announcement

The Secretary-Treasurer/CFO stated that the province will not be moving forward with the prevalence model or the headcount-based funding for secondary schools. The provincial government has introduced a new supplement for children in care; however the amount has not been released.

The COTA President queried whether or not there will be an opportunity to provide input regarding the new priority student supplement dollars.

The Secretary-Treasurer/CFO stated that the new student supplement dollars will be part of the budget process.

The COTA President queried what it means by the following statement provided in the information memo: *'Immediate action is also being taken to meet all of the Panel's recommendations to improve accountability, including ensuring school districts: engage parents, caregivers and community members in the development of school district strategic plans well in advance of setting their budgets to meet student needs'.*

The Secretary-Treasurer/CFO stated that Central Okanagan Public Schools will be reviewing the District's Strategic Plan over the next several months and will engage parents, students and staff in the process.

The Secretary-Treasurer/CFO shared that the funding model for 2020-2021 is 'status quo'; however, there are still uncertainties as the District awaits the Provincial Budget announcement.

BOARD CORRESPONDENCE

Received:

M. Howell, February 4, 2020, Transportation Recommendations

Main 20P-034

MOVED by Trustee Cacchioni

SECONDED by Trustee Tiede

THAT: At the February 12, 2020 Public Board Meeting, the Board receive the correspondence listed above.

CARRIED

ITEMS REQUIRING SPECIAL MENTION

Trustees and the Deputy Superintendent reported on the following:

1. Trustees spoke of their attendance at events throughout the District.
2. A reminder that schools are closed on **Monday, February 17th** for **Family Day**.
3. On Friday, **February 21st**, CUPE and COTA will be hosting their **professional development days** and therefore schools will not be in session.
4. **Community Learning Forums** - The Rutland Community Learning Forum will be held tomorrow evening (Thursday) at Rutland Senior Secondary School and the Westside will host their Community Learning Forum on Tuesday, February 18th. Both Forums start at 6:00 pm.
5. The **47th Annual Interior Savings Western Canada Basketball Tournament** was hosted by KSS this past weekend. Eight of the top high school boys and six of the top high school girls basketball teams converged upon KSS. Many thanks to all of the students, parents and staff who volunteered their time for this annual event. Congratulations to the KSS Owls Boys Basketball team who placed 2nd.
6. Approximately **250 parents** attended the Parent Information Session – **Helping Your Child with Stress** presented by Dr. Hayley Watson on Monday night.
7. The **Proud for Prom** Drive-Thru Donation Day is on February 28th at George Elliot Secondary, Rutland Senior Secondary, Kelowna Secondary and Mount Boucherie Secondary Schools.
8. Education Researcher, Dr. Frank Bruckel from the University of Zurich, and Rachel Guerra, Director of Instruction, Liechtenstein, visited with schools and staff to better understand practices that are leading to student success.

BC SCHOOL TRUSTEES ASSOCIATION

BCSTA Provincial Council Meeting

Friday, February 21, 2020 to Saturday, February 22, 2020

Vancouver, BC

Thompson Okanagan Branch BCSTA Meeting

Friday, March 6, 2020 to Saturday, March 7, 2020

Chase, BC

BCSTA Leadership Series

Wednesday, April 8, 2020

Vernon, BC

BCSTA AGM

April 16-19, 2020

Vancouver, BC

- **Deadline for Substantive AGM Motions: February 16, 2020**

BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS

Joint Board of Education and City of West Kelowna Meeting

Friday, February 28, 2020

10:00 am - 12:00 pm

Board Room Main at 1040 Hollywood Road South

FUTURE MEETINGS

Regularly Scheduled Board Meetings

Regular Public Board Meeting

Wednesday, February 26, 2020 at 6:00 pm, Board Room Main at 1040 Hollywood Road South

Regular Public Board Meeting

Wednesday, March 11, 2020 at 6:00 pm, Board Room Main at 1040 Hollywood Road South

Board Standing Committee Meetings

Finance and Audit Committee Meeting

Wednesday, February 19, 2020 at 4:00 pm, Board Room Main at 1040 Hollywood Road South

Education and Student Services Committee Meeting

Wednesday, February 19, 2020 at 6:00 pm, Board Room Main at 1040 Hollywood Road South

ITEMS FOR A FUTURE AGENDA

Public Board Meeting - February 26, 2020

- Transportation Recommendations

MEDIA QUESTIONS

There were no media representatives at the time of this agenda item.

ADJOURNMENT

The Chairperson adjourned the meeting at 8:50 pm.

Chairperson

Secretary-Treasurer/CFO

DRAFT



Memorandum

Date: February 21, 2020
To: Board of Education
From: Ryan Stierman, Secretary-Treasurer/CFO

Action Item: **Transportation Recommendations from the February 12, 2020 Public Board Meeting**

1.0 RELEVANT BOARD MOTION/DIRECTION

Public Board Meeting – February 12, 2020

Main 20P-025 as amended by 20P-026

THAT: The Board of Education set the eligibility walk limits as 3.0 km for elementary students, 4.0 km for middle students, and 4.8 km for secondary students.

Main 20P-027 as amended by 20P-029

THAT: The Board of Education set the transportation fee of \$300 using the no route cap scenario, as attached to the Agenda and presented at the February 12, 2020 Public Board Meeting.

Main 20P-030

THAT: The Board of Education refer the following Motions: Main 20P-025 as amended by 20P-026, and Main 20P-027 as amended by 20P-029, as well as the approval of the transportation registration opening date of March 2, 2020 and closing date of May 31, 2020 to the February 26, 2020 Public Board Meeting.

2.0 BACKGROUND

Formed in the 2018-19 school year in response to increasing community demands and unsustainable cost increases in Transportation, the Transportation Task Force Steering Committee was established by the Board of Education to make recommendations to create a sustainable transportation system that better meets the needs of the community.

As part of its work, the Transportation Task Force Steering Committee conducted a comprehensive community consultation that consisted of two surveys and five public consultation sessions. With over 3,500 responses and over 100 parents that attended the public sessions, the Steering Committee was provided with significant feedback to develop its recommendations.

All of the timelines, presentations and survey results for the Committee's work is published on the [Transportation Review Website](#).

At the February 5, 2020 Planning and Facilities Committee Meeting, the Committee referred the Transportation Task Force Steering Committee's recommendations to the February 12, 2020 Public Board Meeting and asked for additional information on different eligibility limits and fee amounts.

At the February 12, 2020 Public Board Meeting, the Board moved to amend some of the recommendations and referred the motions to the February 26, 2020 Public Board Meeting along with the other recommendations of the Transportation Task Force Steering Committee.

3.0 INFORMATION STATEMENT

Currently, the Board of Education has amended or confirmed five of the recommendations from the Steering Committee. The current status of recommended policy changes is as follows:

Policy	Current Policy	Task Force Recommendation	Board Revised/Affirmed Recommendation
Transportation fee	\$225	\$450	\$300
Elementary Eligibility Limit	4.0 km	3.0 km	3.0 km
Middle School Eligibility Limit	4.8 km	3.6 km	4.0 km
Secondary School Eligibility Limit	4.8 km	4.8 km	4.8 km
Registration Deadline	N/A	May 31	May 31
Fee Subsidy – Addtl Income based method	N/A	Include	
Secondary Students in areas with adequate transit service	N/A	Service is discontinued	
Courtesy seats for students under 2.0 kms	Allow	Disallow	
Courtesy seat assignment priority	Only on distance	Priority first to Elementary and Middle School students then based on distance	
Removing courtesy riders to accommodate new eligible riders	Allow	Remove from policy and discontinue practice	
Additional fee for students that require more than one route	N/A	Additional fee is charged if a seat is available	
Restriction on bus transfers and how many students can be at a bus stop	No transfers permitted and only 15 students per stop	Remove restriction	
Ride time guideline	40 minutes	60 minutes	

Busing service if fees are outstanding	N/A	All outstanding fees must be paid, arranged for payment or subsidized to receive busing service.	
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4.0 BOARD RECOMMENDATIONS:

THAT: The Board of Education set the eligibility walk limits as 3.0 km for elementary students, 4.0 km for middle students, and 4.8 km for secondary students.

THAT: The Board of Education set the transportation fee of \$300 using the no route cap scenario, as attached to the Agenda and presented at the February 12, 2020 Public Board Meeting.

THAT: The Board of Education set the transportation registration opening date to March 2, 2020 and closing date of May 31, 2020.

5.0 STEERING COMMITTEE RECOMMENDATIONS:

THAT: The Board of Education approves the amendments to Regulation 425R – Student Fees (Regulations), as attached to the Agenda and makes the following substantive changes to the existing regulation:

Addition of a new criteria to also allow for a subsidy under income thresholds.

THAT: The Board of Education approves the rewrite to Regulation 470R – Transportation Services Management (Regulation) Guiding Principles for Transportation in Central Okanagan Public Schools, as attached to the Agenda and makes the following substantive changes to the existing regulation:

Registration deadline set to May 31. Late applications for eligible students will be accommodated if there is an empty seat.

Eligibility for secondary students can be removed if the area they reside in has been deemed to have adequate transit service.

Courtesy seats will not be provided to students that reside less than 2.0 kms from their catchment school.

Courtesy seats will first be provided to elementary and middle school students based on distance. Any remaining seats will be provided to secondary students based on distance.

The practice to remove courtesy riders from a seat during the year to accommodate new eligible riders is discontinued.

An additional fee will be charged for students that require more than one route.

The restriction on bus transfers and bus stop limits is eliminated.

Increase of ride time guideline to 60 minutes.

All outstanding fees must be paid, arranged for payment or subsidized to receive busing service.

6.0 APPENDICES

- A. Memo to Board of Education - February 12, 2020 Public Board Meeting (without appendix)
- B. Amended 425R – Student Fees (Regulations)
- C. Rewritten 470R – Transportation Services Management (Regulations) Guiding Principles for Transportation in Central Okanagan Public Schools
- D. Current 470R – Transportation Services Management (Regulations) Guiding Principles for Transportation in Central Okanagan Public Schools



Memorandum

Date: February 7, 2020
To: Board of Education
From: Ryan Stierman, Secretary-Treasurer/CFO

Action Item: Transportation Task Force Steering Committee Recommendations

1.0 BACKGROUND

At the February 5, 2020 Planning and Facilities Committee meeting, the Committee reviewed the recommendations of the Transportation Task Force Steering Committee.

The Planning and Facilities Committee passed the following Motion:

THAT: The recommendations from the Transportation Task Force Steering Committee be referred to the February 12, 2020 Public Board Meeting for discussion.

After reviewing the recommendations, the Planning and Facilities Committee also directed staff to provide additional options, including alternate fee amounts and eligibility limits, related to the proposed Transportation Task Force Steering Committee's Recommendations for the Board to consider at the February 12, 2020 Public Board Meeting.

The Committee also agreed that any recommendations made at the February 12, 2020 meeting could be referred to a Special Planning and Facilities Committee Meeting for final recommendations to the February 26, 2020 Public Board Meeting or be referred directly to the February 26, 2020 Public Board Meeting.

In response to the request from the Committee, the following analysis is being included detailing the financial impact of various eligibility distances and fee scenarios. For ease of review of the analysis, the operating subsidy amounts have been coded red if they increase the operating subsidy from current levels, yellow if it remains relatively the same and green if it reduces the operating subsidy from current levels. The eligibility limits have been colour coded green if it matches the feedback received from the public consultations and red if it does not match the feedback received.

Scenario Financial Analysis

Eligibility Limits			No route cap*									
			# of riders			Addtl Routes	Projected Operating Subsidy @ Fee					
EY	MY	SS	Eligible	Courtesy	Total		\$ 225	\$ 250	\$ 300	\$ 350	\$ 400	\$ 450
3.0	3.6	4.8	4,575	1,217	5,792	5	3,590,793	3,491,618	3,286,318	3,081,018	2,875,718	2,670,418
3.0	4.0	4.8	4,344	1,363	5,707	3	3,450,793	3,351,618	3,150,568	2,949,518	2,748,468	2,547,418
3.6	4.0	4.8	4,151	1,521	5,672	2	3,380,793	3,281,618	3,082,318	2,883,018	2,683,718	2,484,418
3.0	4.4	4.8	4,117	1,533	5,650	2	3,381,343	3,282,168	3,082,868	2,883,568	2,684,268	2,484,968
4.0	4.8	4.8	3,555	1,999	5,554	0	3,241,343	3,142,168	2,948,768	2,755,368	2,561,968	2,368,568

*Routes are added in order to ensure courtesy riders that rode in 2019-20 continue to be provided a seat

Eligibility Limits			Route cap**									
			# of riders - Route cap			Addtl Routes***	Projected Operating Subsidy @ Fee					
EY	MY	SS	Eligible	Courtesy	Total		\$ 225	\$ 250	\$ 300	\$ 350	\$ 400	\$ 450
3.0	3.6	4.8	4,575	1,078	5,653	2	3,415,543	3,316,368	3,118,018	2,919,668	2,721,318	2,522,968
3.0	4.0	4.8	4,344	1,249	5,593	1	3,330,543	3,231,368	3,030,018	2,828,668	2,627,318	2,425,968
3.6	4.0	4.8	4,151	1,403	5,554	0	3,241,343	3,142,168	2,948,768	2,755,368	2,561,968	2,368,568
3.0	4.4	4.8	4,117	1,437	5,554	0	3,241,343	3,142,168	2,948,768	2,755,368	2,561,968	2,368,568
4.0	4.8	4.8	3,555	1,999	5,554	0	3,241,343	3,142,168	2,948,768	2,755,368	2,561,968	2,368,568

** Routes are only added if there are not enough courtesy riders to remove from seats to accommodate the additional eligible riders

*** Routes still required to be added in the Upper Mission area as there are not sufficient Middle and Secondary courtesy riders to remove to accommodate the additional eligible riders

The memo provided to the Planning and Facilities Committee is included as Appendix A.

The memo details the recommendations that were brought forward after an extensive public consultation that resulted in over 3,500 responses and hundreds of conversations at the five public consultation sessions. What the Steering Committee heard from the consultation was as follows:

- Parents need to be notified of their seat status earlier so they can make arrangements.
- Eligibility distances need to be reviewed to reflect the age of students and challenges with topography.
- Courtesy seat assignment should be prioritized based on distance and age.
- Public transit is a viable option for secondary school students, if there is adequate service available.
- Fees should increase to cover a greater share of costs and/or increase service.
- A family's situation should be considered when setting policy on fees.
- Busing for schools and programs of choice should remain status quo.

The Transportation Task Force Steering Committee has extensively communicated its progress publicly using the [Transportation Review Website](#) and direct communications to parents. Communications relating to transportation are expected to significantly improve over previous years due to earlier timelines and notification to parents. Staff is committed to continue to keep parents well informed on any changes and what impact the changes will have on the transportation system.

2.0 APPENDIX

- A. Action Item – Transportation Task Force Steering Committee Recommendations –
February 5, 2020 Planning and Facilities Committee Meeting



Policies And Procedures

Section Four: Students*“Together We Learn”***425R – STUDENT FEES**

Schools may assess and collect the goods and services fees, distinct schools, unique programs and specialty academy fees, rentals, deposits, and charges described below, providing that the ability to pay is not a prerequisite to taking an educational program and that the charge is not for an activity that directly relates to achieving the prescribed learning outcomes of a course or program except where permitted by legislation. All goods, services, distinct schools, unique programs and specialty academy fees and supplies referred to in these Regulations shall be optional to students. The financial hardship Policy (section 8) applies to all student fees.

The Board may assess and collect a Student Transportation Charge for students requesting access to the District transportation system.

Interpretation

For the purpose of these Regulations:

Goods and Services

Include but are not limited to:

- Materials and equipment of a nature, or of a quality or quantity, beyond that which is necessary to meet the required outcomes or assessment requirements of an educational program,
- Paper, writing tools, calculators other than graphical calculators, student planners, exercise books, computer storage media and other school supplies and equipment for a student's individual use,
- The provision of a musical instrument for a student's individual use, and
- The payment of expenses in respect of field trips or special events including expenses for transportation, accommodation, meals, entrance fees and equipment rentals.
- Student bus passes or replacement bus passes.

Student Transportation Charge

Representing a portion of the cost to transport the student to and from school as per Policy 470.

Supplies

Items which are purchased and used personally by the student; (examples: school supplies available through the bulk purchase plan, gym strip, exercise books, binders, loose-leaf refills, blank computer diskettes, home economics and technology education projects)



Section Four: Students

“Together We Learn”

<i>Educational Resource Materials</i>	Information, represented or stored in a variety of media and formats, that is used for instruction in an educational program and materials and equipment necessary to meet the learning outcomes or assessment requirements of an educational program provided by the Board of Education.
<i>Musical Instruments</i>	School District owned musical instruments used in the curricular and extracurricular school-based music programs.
<i>Merchandise</i>	Merchandise of a non-educational nature available through the schools for the benefit of its students (examples: personal foods and beverages, T-shirts and book fairs).
<i>Activities</i>	Optional activities of a non-educational or supplemental nature that are made available through the schools for the benefit of students (example: co-curricular programs).
<i>Distinct School</i>	A school that provides a curriculum with a specific school-wide educational focus (e.g. traditional or fine arts), or creates a unique school identity (e.g. mandatory uniforms).
<i>Unique Program</i>	A program that fulfills a recognized educational need separate from existing programs and services, but within the parameters of provincially prescribed and/or Board authorized curriculum, and provides educational options for students, parents and staff (e.g. International Baccalaureate, Advanced Placement or Elementary/Middle School Okanagan Language).
<i>Specialty Academy</i>	An educational program that emphasizes a particular sport, activity or subject area, and meets the prescribed criteria set out in the regulations (BC Ministry of Education Specialty Academy Criteria Regulation 219/08 dated October 15, 2009).

1. Goods and Services and Supplies

The Superintendent of Schools may approve the charging of specific fees and levies to students for goods and services and supplies not normally provided free-of-charge by the district's schools.

2. Student Transportation Charge

The Board may approve the charging of a portion of the cost to transport the student to and from school as per Policy 470.



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“Together We Learn”

3. Educational Resource Materials

Secondary and middle schools may require a deposit (caution fee) for equipment or materials on the following basis:

- 3.1 individual fee
- 3.2 family fee

Upon the return of such equipment or materials in working order and good condition, all of the deposit shall be refunded to the student.

4. Activity Charges

Schools may collect an activity charge (student council/supplemental field trips/extra-curricular activities/cultural performance) providing the charge for the activity or resources does not relate directly to a prescribed outcome. Also, alternative activity must be provided to non-participating students. Activity charges should be on a cost-recovery basis or, where common among schools, shall be applied consistently and shall reflect reasonable cost recovery.

5. Approval and Publication

- 5.1 Applications for the charging of goods and services fees activity charges, and the requiring of deposits referred to in subsections 1 to 3 above, shall be submitted to the Superintendent of Schools or his designate for approval.
- 5.2 Upon receiving approval of the applicable goods and services fees, student transportation charge, charges, and deposits, each school shall publish a schedule of such fees, charges and deposits, and shall make the schedule available to students and children registered under Section 13 of the School Act, and to the parents of those students before the beginning of the school year.

6. Merchandise and Activities

6.1 Merchandise:

Schools will be free to sell a wide range of merchandise beyond the Goods and Services and supplies, a general list of such known merchandise must be approved by the principal and filed with the office of the Superintendent of Schools or his designate for information purposes.

6.2 Band instruments:

Schools may charge a nominal fee (below market rate) for the rental of School District owned band instruments. The rental fee will be established by the school principal.

6.3 Activities:

Although schools will be free to undertake a number of activities beyond those required in the educational program, a list of such known activities with estimated



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charges is to be approved by the principal and filed with the office of the Superintendent of Schools or his designate for information purposes.

6.4 **Specialty Academy Fees:**

A school may charge a fee for an authorized academy to recover supplementary instruction and resource costs (e.g. professional coaches, facility rentals) provided that Academy and associated fees are approved by the school's School Planning Council on a yearly basis. Authorized Secondary School Apprenticeship specialty academies and Dual Credit Program specialty academies may charge for tools, equipment and materials directly related to the academy.

7. **Accounting**

All monies collected and distributed by a school are public funds and are subject to an audit by the office of the Secretary-Treasurer.

7.1 Proper accounting procedures shall be maintained at each school.

7.2 The principal shall be responsible for authorizing all expenditures.

7.3 Separate accounts shall be maintained for each approved specialty academy.

8. **Financial Hardship**

8.1 Principals shall annually notify parents through newsletters, notices to parents, and at the time of registration, that a student will not be excluded from any educational program due to financial hardship.

8.2 Principals shall facilitate participation in courses by fully or partially waiving the schedule for payment of goods, services, supplies, project fees, distinct schools, unique programs, specialty academies and charges for students unable to pay because of financial hardship. Where fees are fully or partially waived, the principal may explore with the student options to recover the fees through school-sponsored fundraising, other school funds or community sources. Parents of other participating students are not expected to fund financial hardship.

8.3 Principals shall facilitate exemption requests for the student transportation charge by meeting with the parents seeking the exemption and completing the student transportation fee Subsidy Request form. The form must be submitted confidentially to the Secretary-Treasurer for final approval.

8.4 Parents may also submit exemption requests directly to the Secretary-Treasurer should they qualify under income thresholds.



Section Four: Students

"Together We Learn"

- 8.5 Principals are directed to establish a procedure in each school which will allow for the private and confidential consideration of financial circumstances of individual students and families. Such procedures will preserve the dignity of families who may be unable to pay.

AMENDMENT



Policies And Procedures

Section Four: Students

“Together We Learn”

**470R – TRANSPORTATION SERVICES MANAGEMENT
(REGULATIONS)**

**GUIDING PRINCIPLES for TRANSPORTATION
in Central Okanagan Public Schools**

Registration

- 1) A student must be registered and have a seat assigned in order to ride the school bus. Registration will be available online year-round.
- 2) Priority registration shall be open in the spring and until May 31 for the upcoming school year. Applications made after May 31 for students deemed to be eligible riders shall be accommodated if there is a seat available.

Eligible Riders

- 3) An Elementary school student will be considered eligible for transportation if their home address is at least 3.0 km from the school or schools designated for the catchment area (measured as actual driving distance).
- 4) A Middle school student will be considered eligible for transportation if their home address is at least 4.0 km from the school or schools designated for the catchment area (measured as actual driving distance).
- 5) A Secondary school student will be considered eligible for transportation if their home address is at least 4.8 km from the school or schools designated for the catchment area (measured as actual driving distance) and the student does not live in a neighborhood deemed to have adequate transit service.
- 6) If a student meets the criterion for eligibility distance after being placed by the District at a school other than their catchment area school(s), the student will be given the same consideration and priority as other eligible students. These students will only be designated as “redirected” students by the appropriate Assistant Superintendent.
- 7) Special Education students identified by the Student Support Services Department as requiring a specially equipped bus will be considered as eligible students.



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Courtesy Riders

- 8) Courtesy seats shall not be provided to students who reside less than 2.0 km from their catchment school.
- 9) Seats that are not required for eligible students on school bus routes will be made available to Elementary and Middle school students as courtesy riders based on the following criteria on a route by route basis:
 - a) Furthest home to school distance
 - b) If distance is the same, grade level
 - c) If distance and grade level are the same, application date and timestamp
- 10) Seats that are not required for eligible students and Elementary and Middle School courtesy riders on school bus routes will be made available to secondary students who reside in a neighborhood not deemed to have adequate transit service as courtesy riders based on the furthest home to school distance. If distance is the same, application date and timestamp will be used.
- 11) In the case of a student residing with parents or caregivers in more than one home, one address will be accepted for eligibility purposes. However, where possible, consideration will be given to an alternate stop on the same route or a courtesy seat on another route within the same catchment, if a parent submits an application and provided there are no remaining courtesy applications on that route. A transportation charge will be assessed for each route assigned.
- 12) Transportation will not be provided to a school or program of choice outside a student's English catchment area unless approved by the Board (e.g. French Immersion or locally developed courses).

Conduct

- 13) Students must abide by their school's Code of Conduct expected of all riders.

Routes

- 14) School bus routes are established on the basis of safety and efficiency of service for students who meet the criteria for eligibility.
- 15) Route changes must be approved by the Director of Operations or delegate.



Section Four: Students

“Together We Learn”

- 16) A minimum of fourteen (14) eligible students is required for the establishment of a bus route.
- 17) Where possible, routes will be designed to minimize the time students spend on a bus with an upper limit of 60 minutes as a guideline.
- 18) Where reasonable, a bus driver will be assigned to the morning and afternoon routes for a given run.

Fees and Payments

- 19) Eligible riders and courtesy riders registered on bus routes must pay the student transportation charge; however, Board Policy 425 – Student Fees and 425R – Student Fees (Regulations) is in place for those families who are experiencing financial hardship and are unable to pay the transportation charge.
- 20) Families with more than two children assigned to a bus will receive a 50% subsidy of the Student Transportation Charge for the third and fourth child assigned to a bus and a 100% subsidy of the Student Transportation Charge for the fifth and any additional children who are assigned on a bus.
- 21) The student transportation charge is to be paid or payment arrangements setup in the District's fee system and all past due school and transportation fees must be paid prior to a student being provided a bus pass.
- 22) Failure to pay the transportation charge or follow payment arrangements may result in the removal of service.
- 23) If an eligible rider or courtesy rider discontinues using the transportation service prior to March 31 of any year, a prorated refund will be issued upon request and once the bus pass is surrendered to the School District. The refund will only cover the months after the month in which the pass is surrendered. No refunds will be issued after March 31.
- 24) The student transportation charge will be communicated each year in accordance with Policy 425 – Student Fees
- 25) Students will not ride the bus unless they have received a valid bus pass.
- 26) Additional Service Routes – If approved by the Board, parent requested routes will be charged the actual cost of the route. Approval by the Board is required on an annual basis.



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Transportation Assistance Payments

- 27) If there are less than fourteen (14) eligible students for a bus route, the individual providing transportation of the student(s) to the catchment school may be eligible for transportation assistance payment based on mileage from the home address to the school.
- 28) Transportation assistance payments described in the above guideline are calculated at the rate of 60% of the rate paid to staff for personal use of vehicles for Board business, based in one round trip per day, for the days on which the student(s) attend(s) school. To a maximum of \$625 per year, per family. This annual maximum transportation assistance rate will be adjusted as the five (5) year average cost/student changes.
- 29) If a family has more than one student attending a given school, only one transportation assistance payment will be made.
- 30) If transportation or a transportation assistance payment is provided on behalf of a student on the wait list for their catchment area school and the invitation to return mid-year is declined in favour of a September entry, school bus transportation or the transportation assistance payment will be continued for the balance of the current school year. However, if the student remains at this school in the following year the student transportation charge will apply or transportation assistance payments will be discontinued.

Date Agreed: November 12, 2008

Date Amended: May 27, 2009, May 12, 2010, November 13, 2013;

October 14, 2015; February 22, 2017; June 12, 2019

Related Documents:

470R – Transportation Services Management

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Section Four: Students

“Together We Learn”

470R – TRANSPORTATION SERVICES MANAGEMENT (REGULATIONS)

GUIDING PRINCIPLES for TRANSPORTATION in Central Okanagan Public Schools

Rider Eligibility

- 1) A student must be registered as an eligible or courtesy rider in order to ride the school bus. Registration will be available online year round.
- 2) A student will be considered eligible for subsidized transportation if his or her home address is at least 4.0 km (Elementary) or at least 4.8 km (Middle/Secondary) from the school or schools designated for the catchment area (measured as actual shortest driving or walking distance).
- 3) If a student meets the criterion for home-school distance after being placed by the District at a school other than his or her catchment area school(s), the student will be given the same consideration as other eligible students. These students will only be designated as “capped” students by the appropriate Assistant Superintendent.
- 4) Seats that are not required for eligible students on school bus routes will be made available to courtesy riders based on the criterion of furthest home to school distance. Courtesy ridership is subject to cancellation at any time, with a one-week notice, based on the receipt of an application for the transportation for a newly identified eligible student living within the catchment area.
- 5) In the case of a student residing with parents or caregivers in more than one home, one address will be accepted for eligibility purposes. However, where possible, consideration will be given to an alternate stop on the same route or a courtesy seat on another route within the same catchment if a parent submits an application.
- 6) In situations in which a student in Kindergarten through Gr. 3 qualifies as an eligible or courtesy rider and an older sibling travelling to the same school does not, the older sibling will be given courtesy riding privileges on the same bus if space permits.
- 7) In the event that students with courtesy riding privileges have to be displaced due to the registration of eligible students living further from the school, the first criterion for priority will be distance from the school and the second criterion will be the accommodation of an older sibling travelling with a younger student. Ties will be broken in favour of the youngest student.
- 8) Transportation will not be provided to a school elective program outside a student’s catchment area (e.g. French Immersion or locally developed courses).



Section Four: Students

“Together We Learn”

Conduct

- 9) Students must abide by their school’s Code of Conduct expected of all riders.

Routes

- 10) School bus routes are established on the basis of safety and efficiency of service for students who meet the criteria for eligibility.
- 11) Route changes must be approved by the Director of Operations or delegate.
- 12) A minimum of fourteen (14) eligible students is required for the establishment of a bus route.
- 13) Where possible, routes will be designed to minimize the time students spend on a bus with an upper limit of 40 minutes as a guideline.
- 14) Where reasonable, a bus driver will be assigned to the morning and afternoon routes for a given run.
- 15) Where reasonable, bus stops at sites other than school sites will have 15 or fewer students.
- 16) Where reasonable, routes will be planned so that students are able to travel without having to transfer from one bus to another in a single direction.

Fees and Payments

- 17) Eligible riders and courtesy riders registered on bus routes must pay the student transportation charge; however, Board Policy 425 – Student Fees and 425R – Student Fees (Regulations) is in place for those families who are experiencing financial hardship and are unable to pay the transportation charge.
- 18) Special Education students identified by the Student Support Services Department as requiring a specially equipped bus will be considered as eligible students.
- 19) Families with more than two children assigned to a bus will receive a 50% subsidy of the Student Transportation Charge for the third and fourth child assigned to a bus and a 100% subsidy of the Student Transportation Charge for the fifth and any additional children that are assigned on a bus.
- 20) Once the Board has established a student transportation charge for a year of service, a minimum 50% of the charge must be paid by June 30th of the year prior to the year of service, and the charge must be fully paid by October 15th of the year of service.
- 21) If there are less than fourteen (14) eligible students for a bus route, the individual providing transportation of the student(s) to the catchment school may be eligible for transportation assistance payment based on mileage from the home address to the school.

- 22) Transportation assistance payments described in the above guideline are calculated at the rate of 60% of the rate paid to staff for personal use of vehicles for Board business to a maximum of 100 kilometres per day, based in one round trip per day, for the days on which the student(s) attend(s) school. To a maximum of \$625 per year, per family. This annual maximum transportation assistance rate will be adjusted as the five (5) year average cost/student changes.
- 23) If a family has more than one student attending a given school, only one transportation assistance payment will be made.
- 24) If transportation or a transportation assistance payment is provided on behalf of a student on the wait list for his or her catchment area school and the invitation to return mid-year is declined in favour of a September entry, school bus transportation or the transportation assistance payment will be continued for the balance of the current school year. However, if the student remains at this school in the following year the student transportation charge will apply or transportation assistance payments will be discontinued.
- 25) Students must be registered and assigned to a route by the Transportation Department before the student transportation charge will be accepted.
- 26) The student transportation charge is to be paid before the bus pass will be issued.
- 27) Students added to a route midyear will be required to pay for the current and remaining months before the pass will be issued.
- 28) A current identified eligible student who does not register by the established new year registration date and has not submitted the student transportation charge by the cut-off date will not be eligible to 'bump' a courtesy rider. Upon registration such a student will be placed at the top of the waiting list for the next available seat.
- 29) If a courtesy rider is 'bumped' by a newly identified eligible rider, the courtesy rider will receive a refund pro-rated from the last day of service.
- 30) If an eligible rider or courtesy rider discontinues using the transportation service prior to March 31 of any year, a prorated refund will be issued upon request and once the bus pass is surrendered to the School District. The refund will only cover the months after the month in which the pass is surrendered. No refunds will be issued after March 31.
- 31) The student transportation charge and lost and damaged bus pass charge will be communicated each year in accordance with Policy 425 – Student Fees
- 32) Students will not ride the bus unless they have been registered, have paid the student transportation charge and have received a valid bus pass.
- 33) Additional Service Routes - parent requested routes will be charged the minimum of the student transportation charge or actual cost if higher than the student transportation charge.

Date Agreed: November 12, 2008

Date Amended: May 27, 2009, May 12, 2010, November 13, 2013;

October 14, 2015; February 22, 2017; June 12, 2019

Related Documents:

470R – Transportation Services Management

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Memorandum

Date: February 21, 2020
To: Board of Education
From: Planning and Facilities Committee

Action Item: **Enhancement Agreement – École KLO Middle School – Modular Farm**

1.0 ISSUE STATEMENT

École KLO Middle School PAC wishes to install a Modular Farm and enter into an Enhancement Agreement with the Board of Education.

2.0 RELEVANT BOARD MOTION/DIRECTION

Main 19P-127 (September 25, 2019 Public Board Meeting)

THAT: The Board of Education enter into an Enhancement Agreement, in principle, with École KLO Middle School PAC for the installation of a Modular Farm on site at École KLO Middle.

3.0 BACKGROUND

On September 25, 2019, Ashley Ragoonaden, Principal of École KLO Middle School, presented information about a grant awarded to the École KLO Middle School from President's Choice (PC) Children's Charities for a Modular Farm.

4.0 POINTS FOR CONSIDERATION

1. Maintenance will be minimal.
2. School will maintain, replace and repair the Modular Farm.

5.0 OPTIONS FOR ACTION

1. Approve Enhancement Agreement – École KLO Middle School – Modular Farm.
2. Do not approve Enhancement Agreement – École KLO Middle School – Modular Farm.
3. Require Additional Information.

6.0 FOLLOW-UP/REVIEW

Following approval from the Board and all funding secured by École KLO Middle School PAC, the project would proceed.

7.0 DIRECTOR'S COMMENTS

The recommendation being presented by staff reflects the decision of the Board of Education and KLO Staff.

8.0 RECOMMENDATIONS

THAT: The Board of Education enter into an Enhancement Agreement with the École KLO Middle School PAC for a Modular Farm, outlined in Appendix B, as attached to the Agenda and presented at the February 26, 2020 Public Board Meeting.

THAT: The Board of Education approve a \$49,764 loan be provided to the KLO Middle School PAC to assist with the fees and installation of a Modular Farm, as attached to the Agenda and presented at the February 26, 2020 Public Board Meeting.

9.0 APPENDICES

Appendix A – Project Costs

Appendix B – Enhancement Agreement

Appendix C – President's Choice (PC) Children's Charities Signed Agreement, KLO Modular Farm

Appendix D – Site plan of KLO Middle

Appendix E – PAC Meeting Minutes/Motion to Approve.

Appendix F – Modular Farm on Letter Head

SCHOOL DISTRICT NO. 23



CENTRAL OKANAGAN
"Together We Learn"

OPERATIONS
685 Dease Road, Kelowna, BC V1X 4A4
Ph: 250.870.5153
Fax: 250.870.5091

QUOTATION

Date:	January 29, 2020	WO#:	TBA
School:	KLO Middle School		

PROJECT DESCRIPTION: KLO Modular Farm Construction

Location: North East Parking Lot

Items	Cost	Funding
Cost		
Modular Farm cost, Growing System		
Accessories and Auxiliary Systems	\$ 250,000.00	
Professional Services/Consultant	\$ 12,500.00	
Site Prep, Utility Services	\$ 27,460.00	
Supply/ Installation	\$ 5,280.00	
Contingency (5%)	\$ 2,262.00	
GST on Services (5%)	\$ 2,262.00	
PST included in material costs		
TOTAL		\$ 299,764.00

Funding Sources

PC Charity Grant	\$ 250,000.00
KLO PAC Contribution 19-20	\$
<u>Balance</u>	<u>\$ 49,764.00</u>
<u>Loan Request from District</u>	<u>\$ 49,764.00</u>

SCHOOL ENHANCEMENT PROJECT FUNDING AGREEMENT

THIS AGREEMENT made as of the 24th day of January, 2020.

BETWEEN:

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 23
(CENTRAL OKANAGAN)**, having an office at 1940 Underhill Street,
Kelowna, British Columbia (hereinafter called the "School Board")

AND:

THE ECOLE KLO MIDDLE SCHOOL PAC
(hereinafter called the "Funding Agency")

WHEREAS:

- A. The Funding Agency wishes to apply its independently obtained funding to assist **Ecole KLO Middle School** in achieving School Enhancement Projects described in the Schedules attached hereto (the "School Enhancement Project"¹)
- B. The School Board agrees that each School Enhancement Project described in the Schedules is appropriate for the School and provides a significant and desirable benefit to the students of the School.
- C. The School Board has advised the Funding Agency that its budget priorities and requirements prevent the ongoing allocation by the School Board of funds for the necessary staff training, operation and/or maintenance of each School Enhancement Project during the life of the enhancement and has requested the Funding Agency to fund, on an annual basis, the training, operating costs, maintenance and repairs necessary for the use of the enhancement by the students, staff or others at the School.

NOW THEREFORE in consideration of the School Board accepting the School Enhancement Project from the Funding Agency, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Funding Agency, from its own resources, agrees to fund the capital cost of each School Enhancement Project described in the Schedules for installation at the named School.
2. The School Board agrees to assign all personnel necessary to supervise, install and maintain the School Enhancement Project at the School, in compliance with its Collective Agreement(s), and at the cost of the Funding Agency, as detailed herein.
3. The Funding Agency further agrees to provide annually, such funds as determined by the School Board, acting reasonably, that may be required for the staff training, operations, maintenance and repair of the School Enhancement Project to ensure that it can be utilized in a safe, efficient and continuous manner by District students, staff and others, for the life of the School Enhancement Project.
4. The School Board, through its administrative personnel shall determine the standard and schedule of maintenance and repair work, and shall inspect, maintain and repair the enhancement on a regular basis in order to limit any liability of the School Board arising out of the use of the School Enhancement Project by the staff, students, or other persons at the School.
5. Upon accepting the School Enhancement Project the School Board assumes the liability associated with the project and agrees to save harmless the Funding Agency.
6. The School Board shall provide the Funding Agency with any estimated costs of operating, monitoring, maintenance and repair for the next school year annually, on or before May 1st in each year, during the life of the Project. The Funding Agency shall pay over to the School Board, the required funds by July 1st of the same calendar year.
7. In the event that the Funding Agency is unwilling or unable to provide the necessary funds for the operation, maintenance and repair of any School Enhancement Project, the School Board may, at its sole option, decommission the Project, dismantle and dispose of any remaining assets, and retain any residual value from the Project as it sees fit, upon ninety (90) days written notice to the Funding Agency.
8. The School Board agrees that any breach by the Funding Agency of its obligation to fund the required costs associated with the use of a School Enhancement Project shall not be considered the personal obligation of an individual member of the Funding Agency or its executive or directors, and shall be limited to the current cash resources of the Funding Agency, notwithstanding the operation of any law to the contrary.

9. This Agreement shall only be binding upon the School Board upon the passage of a resolution by the School Board and upon the Funding Agency upon the approval by a resolution at a general meeting of the members of the Funding Agency, authorizing the executive of the Funding Agency to enter into the Agreement.

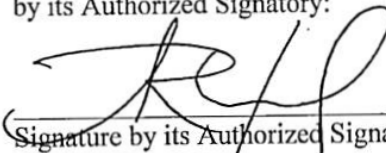
IN WITNESS WHEREOF the parties have hereunto executed this Agreement in the presence of their duly authorized signing officers on that behalf the day and year first above written.

**THE BOARD OF EDUCATION
OF SCHOOL DISTRICT No. 23,
(CENTRAL OKANAGAN)** by its
Authorized Signatory:

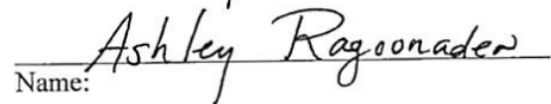
Secretary Treasurer/Deputy Superintendent

Name:

THE ECOLE KLO MIDDLE SCHOOL
by its Authorized Signatory:



Signature by its Authorized Signatory



Name:

THE ECOLE KLO MIDDLE SCHOOL PAC
by its Authorized Signatory:



Signature by its Authorized Signatory



Name:



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GRANT AGREEMENT

THIS GRANT AGREEMENT (the "**Agreement**") is made as of the 8th day of November, 2019 (the "**Effective Date**"),

BETWEEN:

**PRESIDENT'S CHOICE CHILDREN'S CHARITY / LA
FONDATION POUR LES ENFANTS LE CHOIX DU PRÉSIDENT**

(the "**Grantor**")

-and-

CENTRAL OKANAGAN SCHOOL DISTRICT

(the "**Recipient**", and collectively with the Grantor, the "**Parties**" and each individually a "**Party**")

RECITALS:

- A. The Grantor is a charitable corporation with a purpose of providing relief of children's poverty and the promotion of health;
- B. the Recipient submitted to the Grantor a proposal (the "**Grant Application**") for a modular farm project (the "**Modular Farm**") to be used at one of its schools, the KLO Middle School with a municipal address of 3130 Gordon DR., Kelowna, British Columbia (the "**School**"); and
- C. the Grantor has approved the Grant Application and wishes to provide a grant to the Recipient to be used for the School upon the terms and conditions contained herein.

NOW THEREFORE, the Parties agree as follows:

ARTICLE 1 PURPOSE

- 1.1 Purpose. The Recipient shall use the Grant (as hereinafter defined) only for the purposes of acquiring, installing and using a Modular Farm as more particularly described in SCHEDULE A (the "**Permitted Purpose**"), and for no other purpose, unless otherwise approved by Grantor in writing.

ARTICLE 2 GRANT

- 2.1 Grant. Subject to the terms and conditions of this Agreement, the Grantor agrees to provide funding in the total amount set out in SCHEDULE B (the "**Grant**") for the Permitted Purpose.
- 2.2 Grant Allocation. The Grant shall be allocated and distributed in accordance with the Grant budget set out in SCHEDULE B, and the Recipient acknowledges and agrees that the Grant shall only applied in accordance with such allocation unless otherwise consented to in writing by the Grantor. The Recipient acknowledges that the budget contains estimates and agrees that the Grantor may revise such budget from time to time in its sole discretion.

- 2.3 Third-Party Supplier. If any amount of the Grant is to be distributed to a third party by the Recipient in connection with the Permitted Purpose, the Grantor reserves the right in its sole discretion to distribute such amount of the Grant directly to such third party.

ARTICLE 3 TERM AND TERMINATION

- 3.1 Term. The term of this Agreement shall commence as of the Effective Date and continue until the expiry date set out in SCHEDULE B (the "**Term**"), unless otherwise this Agreement is terminated earlier in accordance with Section 3.2.

- 3.2 Termination. The Grantor may terminate this Agreement earlier if:

- (a) the Recipient commits a material breach of any term of this Agreement and such breach is not remedied by the Recipient within fifteen (15) days receipt of a written notice from the Grantor; or
- (b) the Recipient becomes insolvent and/or proceedings have been commenced under any legislation or otherwise for its dissolution, liquidation or winding-up, or bankruptcy, insolvency or creditors' arrangement proceedings have been commenced by or against the Recipient.

- 3.3 Effect of Termination. If this Agreement is terminated pursuant to Section 3.2, the Recipient may be:

- (a) reimbursed for all or a portion of the expenses it has incurred in relation to the Permitted Purpose up to the effective date of termination; or
- (b) required to return to Grantor all or a portion of the Grant that was disbursed by Grantor to Recipient prior to the effective date of termination;

as applicable, all subject to Grantor's sole discretion.

ARTICLE 4 RESPONSIBILITIES; REPRESENTATIONS AND WARRANTIES

- 4.1 Recipient's Responsibilities. The Recipient agrees that it shall:

- (a) use the Grant only for the Permitted Purpose;
- (b) perform and comply with the obligations set out in SCHEDULE C;
- (c) comply with all applicable laws and regulations in connection with any of its obligations under this Agreement, including, without limitation, the Permitted Purpose;
- (d) provide Grantor with prompt notice of (i) material concerns with the Permitted Purpose and any inability to comply with the Permitted Purpose and this Agreement, and (ii) any proposed change in the objects, nature or scope of the Recipient (including legal status).

- 4.2 Recipient's Representations and Warranties. The Recipient represents and warrants to the Grantor as follows:

- (a) it is a corporation validly subsisting under the laws of the jurisdiction of British Columbia and has the corporate power to enter into this Agreement and to perform its obligations hereunder;

- (b) this Agreement has been duly authorized, executed and delivered by the Recipient and is a legal, valid and binding obligation of the Recipient, enforceable against the Recipient by the Grantor in accordance with its terms;
- (c) it has obtained and will maintain any current approvals, permits, licenses, certificates, orders, registrations, filings or other forms of authorization necessary to complete its obligations during the Term of this Agreement; and
- (d) neither the making of this Agreement nor the compliance with its terms and the terms of the Permitted Purpose will conflict with or result in the breach of any of the terms, conditions or provisions of, or constitute a default under any indenture, debenture, agreement or other instrument or arrangement to which the Recipient is a party or by which it is bound, or violate any of the terms or provisions of the Recipient's constituting documents or any license, approval, consent, judgment, decree or order or any statute, rule or regulation applicable to the Recipient.

ARTICLE 5 RECORDS AND ACCESS

- 5.1 Records. The Recipient shall keep proper and accurate books and records to document the use of the Grant and the activities supported by the Grant at the School. The Recipient shall maintain all books and records related to the Grant for at least six (6) years following the end of the Term (as hereinafter defined).
- 5.2 Access to Facilities. Upon written request and at mutually agreeable times, the Recipient will permit the Grantor and other potential grant recipients of Grantor, access to the School's premises for the purpose of evaluating the Permitted Purpose and the results thereof.
- 5.3 Audit Rights. Upon reasonable prior written notice, the Recipient shall provide to the Grantor and its designated representatives with access to all reasonable documentation and data related to the Grant and this Agreement to permit the Grantor to verify the Recipient's compliance with its obligations under this Agreement. The Recipient will use commercially reasonable efforts to cooperate in such audit and investigation and will assist the Grantor as reasonably necessary. The Grantor shall: (i) conduct such audit and investigation only during normal business hours; (ii) use commercially reasonable efforts to conduct such audit and investigation in a manner that will result in a minimum of inconvenience and disruption to the Recipient's business operations; and (iii) be responsible for all costs related to any such audit and investigation.

ARTICLE 6 GRANTOR RECOGNITION

- 6.1 The Recipient shall recognize and state in an appropriate manner at the School or otherwise, as mutually agreed upon between the Parties, the financial assistance provided by Grantor in connection with the Permitted Purpose. Without limiting the generality of the foregoing, the Recipient shall:
 - (a) obtain Grantor's written consent prior to making any public announcement, publication or other communication in connection with the Grant, the Grantor and/or the Permitted Purpose (including the use of any of the Grantor's name, trademarks or any other intellectual property of the Grantor); and

- (b) comply with any guidelines and/or policies of the Grantor in connection with the use of the Grantor's name, trademarks or any other intellectual property of the Grantor.

6.2 Grantor may publicize its support of the Permitted Purpose in its marketing materials and on its website in its sole discretion.

ARTICLE 7 INTELLECTUAL PROPERTY

7.1 Pre-Existing Rights. Neither Party shall acquire any right, title or interest in and to the other Party's intellectual property existing as of the date of this Agreement, and any modifications, improvements or other developments thereto. Any use of a Party's pre-existing intellectual property shall require written approval of the owning Party.

7.2 Copyright. The Recipient shall own all right, title and interest in and to all copyrights and copyrightable materials, including educational materials, that is created solely by the Recipient in connection with this Agreement for the Permitted Purpose. Nothing in this Agreement prohibits the Grantor from creating copyright that is similar to the intellectual property hereunder for use in connection with other purposes that are similar to the Permitted Purpose. The Recipient further grants to Grantor, a non-exclusive, irrevocable, world-wide and royalty-free license in perpetuity to use, modify, publish extracts and make summaries or otherwise use all or any part of such materials for educational purposes, subject to any applicable confidentiality requirements contained herein.

ARTICLE 8 CONFIDENTIALITY

8.1 All processes, documents, data, plans, material, policies or information pertaining to either Party's operations which is obtained by the other Party (in such capacity, the "**Receiving Party**") or furnished to the Receiving Party in connection with this Agreement and expressly identified as confidential thereby, including, without limitation, the terms of this Agreement, ("**Confidential Information**") shall be maintained by the Receiving Party in strict confidence and shall not be disclosed to any person or entity for any reason or used by the Receiving Party except as necessary for it to perform its obligations hereunder.

8.2 The limitations contained in this section shall not apply to (a) Confidential Information which is in the public domain at the time of disclosure; (b) Confidential Information that becomes part of the public domain after disclosure through no fault of the Receiving Party; (c) Confidential Information that the Receiving Party can prove was known by the Receiving Party at the time of disclosure; (d) Confidential Information that the Receiving Party can prove was supplied to the Receiving Party by a third party or was independently developed by the Receiving Party; or (e) Confidential Information required to be disclosed pursuant to judicial process.

ARTICLE 9 INDEMNITY

9.1 The Recipient hereby agrees to indemnify and hold harmless the Grantor and its officers, directors, employees, representatives and agents (collectively, the "**Indemnified Parties**") from and against any and all liability, loss, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings (collectively, a "**Claim**"), by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the use of the Grant, the Permitted Purpose or otherwise in connection with this Agreement, but only to the extent that such Claim arises out of or is in connection with the Recipient's breach of this

Agreement or is caused by the negligence or wilful misconduct of the Recipient in the performance of its obligations hereunder.

ARTICLE 10 MISCELLANEOUS PROVISIONS

- 10.1 Notice. Any notice, document or other communication required to be given under this Agreement shall be in writing and may be sent by personal delivery/courier, registered mail or email to the other Party at its address indicated in SCHEDULE D.
- 10.2 Relationship of the Parties. The relationship between the Recipient and Grantor is, and shall at all times be and remain, essentially that of a recipient and a grantor, and this Agreement does not and shall not be deemed to create a joint venture, partnership, and fiduciary or agency relationship between the Parties.
- 10.3 Further Assurances. The Parties shall execute all other documents and instruments and do all other things necessary for the Grant and to carry out the terms of this Agreement.
- 10.4 No Waiver. No waiver of any provision of this Agreement shall be binding unless executed in writing by the Party granting the waiver. No waiver of any provision of this Agreement shall constitute a waiver of any other provision, nor shall any waiver constitute a continuing waiver unless otherwise expressly provided.
- 10.5 Entire Agreement. This Agreement constitutes the entire understanding between the Parties with respect to the subject matter hereof and supersedes all prior understandings, negotiations and discussions, whether written or oral. There are no conditions, covenants, agreements, understandings, representations, warranties or other provisions, express or implied, collateral, statutory or otherwise, relating to the subject matter hereof except as herein provided.
- 10.6 Severability. Each of the binding provisions contained in this Agreement is distinct and severable. Any declaration by a court of competent jurisdiction of the invalidity or unenforceability of any binding provision or part of a binding provision will not affect the validity or enforceability of any other provision of this Agreement.
- 10.7 Survival. Except as otherwise provided herein, ARTICLE 5, ARTICLE 7, ARTICLE 8, ARTICLE 9 and those sections of this Agreement which, by the nature of the rights or obligations set-out therein might reasonably be expected to survive any termination or expiry of this Agreement, shall survive any termination or expiry of this Agreement.
- 10.8 Time of the Essence. Time shall be of the essence of this Agreement.
- 10.9 Amendments. No amendment of the Agreement will have any force or effect unless reduced to writing and signed by both Parties.
- 10.10 Assignment. This Agreement cannot be assigned by either of the Parties, in part or in whole, without the prior written consent of the other Party. This Agreement shall ensure to the benefit of, and shall be binding upon, the Parties and their respective, heirs, executors, administrators, successors and permitted assigns.
- 10.11 Governing Law. This Agreement shall be governed by and construed in accordance with the law of the Province of Ontario and the federal laws of Canada applicable therein.

- 10.12 Counterparts. This Agreement may be executed in any number of counterparts, each of which when executed and delivered (by facsimile or otherwise) will be deemed to be an original, and all of which together will constitute one and the same document.
- 10.13 Language. The Parties do hereby agree that this Agreement and related documents be drawn up in the English language only. Les Parties aux présentes ont convenu que cette entente et les documents s'y rattachant soient rédigés en langue anglaise seulement.

[signature page immediately follows]



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IN WITNESS WHEREOF, the Parties have duly executed this Agreement as of the Effective Date.

**PRESIDENT'S CHOICE CHILDREN'S
CHARITY / LA FONDATION POUR LES
ENFANTS LE CHOIX DU PRÉSIDENT**

Per: [Signature]

Name: KEVIN GROH

Title: SVP, CORP. AFFAIRS.
VICE CHAIR, PCCC

Per: [Signature]

Name: Lisa Battistelli

Title: Executive Director, PCCC

(I/we have authority to bind the corporation)

**CENTRAL OKANAGAN SCHOOL
DISTRICT**

Per: [Signature]

Name: Ryan Stierman

Title: Secretary Treasurer

(I have authority to bind the school district)



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SCHEDULE A

Permitted Purpose

Acquire and install a modular farm (an industrial-grade hydroponic fresh leafy green production system housed inside a 40-ft insulated shipping container from The Growcer Inc.) to be located on School premises which shall only be used to grow produce in connection with educational programs at the School and in collaboration with other partners of the Recipient.

SCHEDULE B
Grant Details

Total Grant (CAD):	\$250,000	
Grant Budget Details:	The Grant shall be allocated distributed according to the following:	
	Growing System	
	System Construction, Parts and Labour - \$101k	\$101,000
	Hydroponic Equipment - \$12,800 per rack @ 6 racks per system	\$76,800
	+ Upgrade Supermarket Racks to Restaurant Racks - 4 rack upgrades	\$6,200
	+ 200 Growing Tray Lids for Custom Growing Techniques	No Cost
	+ 3 Windows Installed	\$4,100
	+ Priming and Roof Graphic	N/A
	Commercial-grade air conditioning system	\$5,300
	Commercial Water Chiller	\$3,900
	Shipping (\$3.75 per mile – 233 miles from Spokane, WA to Kelowna, BC)	\$4,900
	Sub-total:	\$202,200
	Accessories and Auxiliary Systems	
	Grow-Out and Onsite Installation (Including Anchors)	\$8,760
	Onsite Training	\$9,700
	Critical Spares Kit	\$5,940
	Stairs	\$3,900
	Three Years of Support Services	N/A
	Three Years of Growing Materials - Recommended crop mix is \$6,500 annually	\$19,500
	Sub-total:	\$47,800
	TOTAL:	\$250,000
Term:	3 years from the Effective Date	

SCHEDULE C**Recipient Obligations**

Recipient and School shall:

- provide a dedicated leadership team to support the Modular Farm which shall include Jayna Bailey and Tonia MacGregor;
- ensure that the Modular Farm is integrated into the educational curriculum of the School and not used for any other purpose;
- develop and document best practices and lesson plans associated with the Modular Farm;
- primarily use any produce grown in the Modular Farm to supplement the School's daily meal program and/or food-based education classes;
- provide excess produce grown in the Modular Farm, if available, to other recipients of grants from Grantor (including A.S. Matheson Elementary School, and Kelowna Secondary School);



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SCHEDULE D

NOTICE

To Grantor:

President's Choice Children's Charity / La Fondation Pour Les Enfants Le Choix Du Président

1 President's Choice Circle

Brampton, ON

L6Y 5S5

Attention: Lisa Battistelli - Director, President's Choice Children's Charity

Email: pccharity@loblaw.ca

with a copy to:

Attention: Legal Department

Email: legalnotice@loblaw.ca

To Recipient:

Central Okanagan School District

1040 Hollywood Rd. S,

Kelowna, BC

V1X 4N2

Attention: Ryan Stierman - Secretary Treasurer

Email: ryan.stierman@sd23.bc.ca

KLO Modular Farm

Thank you for considering Ecole KLO Middle School for an Innovation Grant Modular Farm project. As the Principal of KLO, I am very proud of the dedicated educators in this school, who work diligently every day, to create authentic learning occasions for our students. We are excited by this opportunity and if we are fortunate enough to work with the PC Children's Charity next year, our inquiry question will be:

In accordance with our new school vision, how can we use a modular farm in order to create meaningful and relevant learning opportunities?

School Vision

- During this current academic year, we spent time together as a staff building our school vision. Our vision guides our direction as a team. We use words such as diversity and integrity in order to build character traits that support citizenship and responsible behavior. Inquiry and innovation build curiosity and skills within students to help them find a way to make a positive difference in the world. At KLO, we are committed to ensuring access to quality education for all students by effectively meeting their diverse needs in a way that is responsive, accepting, respectful and supportive.

KLO VISION

what we believe

Ecole KLO Middle School, in alignment with our BC curriculum, seeks to create a culture with learners at the center, who actively learn and thrive with a sense of **belonging** and **purpose**.

how we achieve

inquiry

nurture a dynamic process of being open to wonder as we explore, persevere and understand the world

diversity

embrace individuality and inclusion in order to make school communities and society as a whole more equitable for all people

innovation

engage creative and critical thinking through design processes in order to generate new ideas

skills

foster digital, creative and academic competencies needed to transition successfully into higher education, the workforce, and our society

integrity

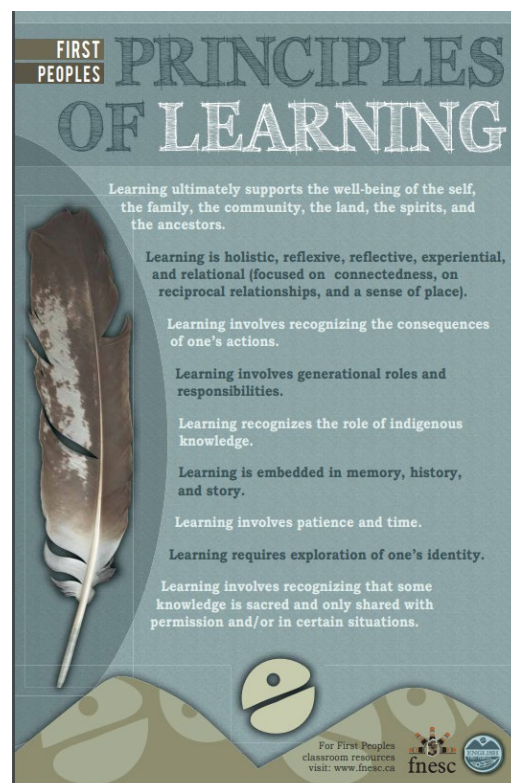
empower courage, honesty and respect for all in our school, our community and our planet

wellness

cultivate a holistic balance of emotional, intellectual, physical and social well-being and growth

Redesigned BC Curriculum

- Our redesigned BC curriculum shifts the focus of learning from the understanding of content to building competency driven skill sets. Core competencies are groups of intellectual, personal, social and emotional proficiencies that all learners need to develop in order to engage in meaningful and life-long learning. These changes address the fact that our modern education system needs to provide the flexibility to inspire personalization of learning as well as to help young people discover their passions and interests. Examples of these modifications are the Ecology and Environment revisions to the Science 9 curriculum which were made to promote self-directed inquiry.
- In the same spirit, Place Based Learning (PBL) encourages our students to look around their community with an emphasis on the indigenous ways in relation to the First Peoples Principles of Learning – Learning is holistic, reflective, experiential and relational.
- We feel that within this framework of BCs Redesigned Curriculum a modular farm would provide teachers great flexibility in creating learning environments that are relevant, engaging, and novel. Our KLO team of teachers possess the ability to create contemporary learning opportunities while keeping in consideration local contexts.



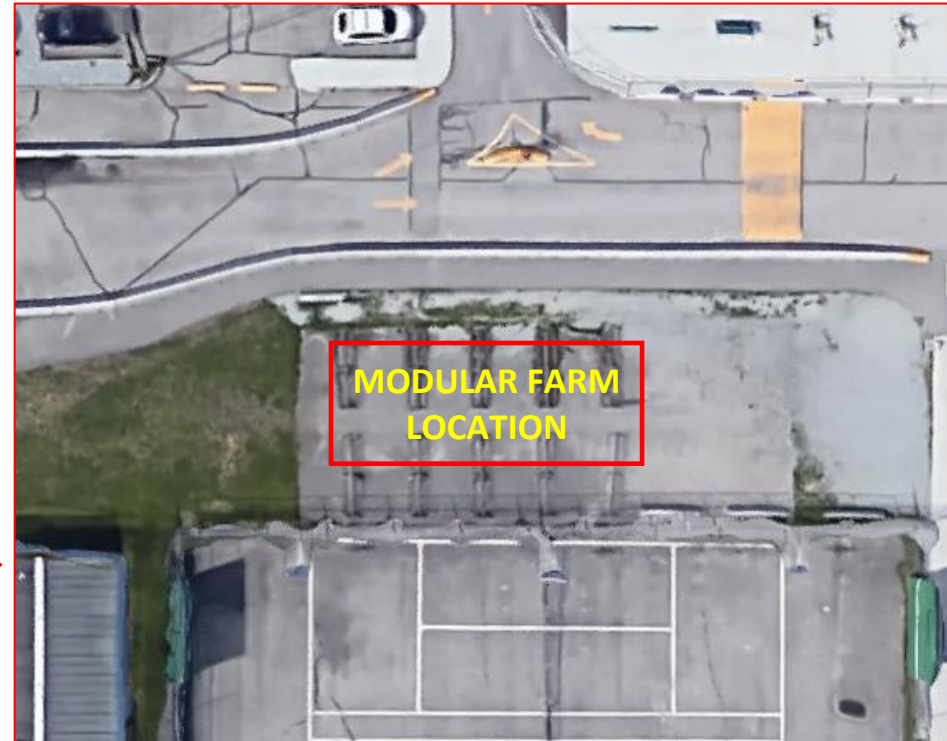
Learners at KLO

- I have connected with teachers who are committed to working with this Innovation Grant Modular Farm Project.
- The advancement of this project would be developed through our Leadership Team which consists of Jayna Bailey and Tonia MacGregor. They are involved with our grade 8 *Community Action Team* (CAT) and our grade 9 *Where Everyone Belongs Program* (WEB). If approved, this team of teachers along with an administrator would form the lead team of the Modular Farm Project.
- We also have our Home Economics teacher Mrs. Trevor-Smith who is very interested in incorporating the vegetables produced by the farm into her lessons. She is passionate about providing learning in relation to the cultivation of plants and its connection to health lifestyles. We have also created a specific course called *Farm to Table – A hands-on Experience in the World of Food* to invite our grade 9 population to get involved at another curricular level.
- Furthermore, we would like to embed the functionality of this farm into our Science curriculum at both the grade 8 and the grade 9 level. Our team of educators are dedicated to creating engaging lesson plans that study the functionality of the modular farm and reflect upon its importance as a sustainable option at a community and global level.
- Our Aboriginal Teacher Advocates have demonstrated much interest in our farm as it correlates to First People Principles of Learning, offering our aboriginal student population more opportunities for cultural learning.
- It is to clear to me as I approached my staff that we will have many teachers who are interested in this project. They recognize the multitude of learning options for our students.

Learning Community

- KLO Middle School is very committed to working with our school partners in order to make the farm a learning experience not only for KLO but also for our feeder elementary schools, our connecting high school as well as our local College. We do have the advantage of an excellent location as many schools are in walking distance. In the future, we would also like to reach out to the University of Okanagan British Columbia (UBCO)
- AS Matheson is an elementary school with a diverse student population of various socio-economic backgrounds. We have reached out to the Principal, Mr. Derek Lee about building learning opportunities for their students. We believe that our CAT and WEB teams would enjoy the chance to explain to younger students from our feeder schools the importance of modular farm technology. Mr. Troy White, the principal of Kelowna Secondary School (KSS), is also committed to working alongside our students in a learning capacity. We recognize how we can make connections within the two schools to enhance the learning around this technology. My conversation with my administrative colleagues evolved into the importance of using the concept of inquiry in connection with our new curriculum. We further discussed the importance of our students reflecting on the significance of modular farming and sustainable living for future generations.
- The University of British Columbia Okanagan is also nearby. In the future, our goal is to reach out to them and expand our learning to a multitude of levels in this community.
- We also feel very privileged to work with Peter Boyd at our local President's Choice Grocery Store Independent Grocers. We already see Peter as a community partner who is committed to making a difference in Kelowna. As we embark on this modern learning adventure for all learners in our community, we are proud to have Peter alongside us.

APPENDIX D



KLO MODULAR FARM – PROPOSED LOCATION

KLO Middle School Parent Advisory Council

January 20, 2020

Attendance: Sarah DeFrancesco-Berg (Co-Chair), Hu Jing Yao (Treasurer), Ashley Ragoonadon (Principal), Ward Willison, Myrna Stark Leader (Student Voice Rep), Terry Lum (COPAC Rep), Joelle Brennan (Secretary), Michelle Kershaw, Heidi Kubin (Vice Principal), Allana Scarfo (Member at Large), Abbey Westbury, Jordan Kleckner (special guest), John Marrone (special guest), Cara Heck, Lacey Lenarduzzi

Regrets: Tracey Coupal (Co-Chair)

Location: KLO Middle School Library, 3130 Gordon Drive, Kelowna, BC

Agenda	Discussion	Action
Welcome	Meeting called to order by 1832 at by Sarah, Introductions completed	
Review and Approval of Agenda for meeting	Sarah requested a motion to approve Agenda as	Motioned to approve as proposed by Abby , Seconded by Sarah , carried
Review and Approval of Meeting Minutes from November 2019	Sarah requested a motion to approve as	Motioned to approve as presented by Myrna, seconded by Alana, carried
Special Presentation	SD23 Digital Wellness Presentation (Handouts circulated) <ul style="list-style-type: none"> • A guide for Students, Schools and Families presented • Opportunity for online course presented (approximately 1 hour per week), focus on bite-sized learning 	Flyers left and will be emailed through school
Reports	Administrators Report – Ashley Ragoonadon <ul style="list-style-type: none"> • Harmony Day (Heidi) spoke regarding planning underway by Grade 8 students for February 19th. Attempting to get food trucks again this year (will go out on school cash for pre-payment) • Ashley thanked PAC for feedback on Interim Reports, working on how to make the system better • Heidi is being appraised this year, questions will be circulated to students and parents (see KLO 	

	<p>website)</p> <ul style="list-style-type: none"> Cameras located at KLO, request to review camera locations and functions at next PAC meeting <p>PAC Co-Chair Report – Tracey Coupal/Sarah Berg</p> <ul style="list-style-type: none"> Sarah reviewed the summary report circulated by Tracey on follow-up from previous meetings <p>COPAC Representative Report – Terry Lum</p> <ul style="list-style-type: none"> Terry read his report on the December CoPAC meeting including items on Prom wear donations, Harmony Day, Living Library, Aboriginal Elders program, funding report from Superintendent, RedforBCed, transportation review <p>Treasurers Report – Hu Jing Yao</p> <ul style="list-style-type: none"> December statement reviewed and circulated <ul style="list-style-type: none"> 1176.56 (General Account) 24130.51 (Gaming Account) Profit of 540.00 from the Christmas fundraiser Anticipating disbursement of 8030.96 from gaming (Funding allocation approved to Library Maker space) <p>Student Voice Representative Report – Myrna Stark Leader</p> <ul style="list-style-type: none"> Attended 1st meeting, next meeting this coming Friday, more info to come in future <p>Parent Ed</p> <ul style="list-style-type: none"> Sue Musleh, M.Ed. RCC; Registered Clinical Counsellor Feb. 24 2020 * need this into the emails home* 6:00 pm “Making An Ally of Anxiety: Using Brain Science to Calm the Chaos” Sarah will connect with office to 	<p>CO-CHAIR: add Cameras to agenda for February PAC Meeting</p> <p>ALL: Summary report attached (pending) TERRY: to confirm we are registered</p> <p>ALL: Bank Statements available for viewing upon request</p> <p>CO-CHAIR/HEIDI: connect with office regarding adding to KLO Newsletter</p>
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	<p>go on newsletter</p> <p>Fundraisers</p> <ul style="list-style-type: none"> Consideration regarding future fundraising, discussion regarding Spring plant sale to delivery pre-Mother's Day 	<p>CO-CHAIR: Add future fundraising opportunities to Feb Agenda</p>
Old Business	<p>COBBS</p> <ul style="list-style-type: none"> Gaming funds can no longer be used for these bursaries and fees Selections Dates March 30, 31 and April 1st Will need 2-3 volunteers Abbey spoke of the positive experience in reviewing last year 	<p>ALL: Contact Tracey/Sarah if you are interested in Volunteering</p> <p>CO-CHAIR: Add to February Agenda</p>
New Business	<p>SD23 Loan for Modular Farm</p> <ul style="list-style-type: none"> Presidents Choice Children's Charity has donated 250,000 however the location requires further funding Option of a SD 23 for up to \$50 000 to assist the school in paying for the installation of the Modular Farm. Clarified that loan is zero interest & payable over 5 years: first payment would be before June 1 2021 to SD23. Discussion of community partner options Farming grant option discussed <p>Meeting Dates</p> <ul style="list-style-type: none"> Feb. 24, April 27, May 12 (May is not on school website?) We do not meet in March or June 2020 For school year 2020-2021 – motion to continue with 3rd Monday of Month. 	<p>Motion: Motion to receive a loan of up to 50 000 from SD23 to be used towards the installation at KLO of the Modular Farm by Terry, seconded by Hu Jing, motion carried by unanimous vote</p> <p>Tabled discussion of meeting dates for 2020/2021 school year</p> <p>CO-CHAIR: Add to future PAC agenda</p>
	Motion to Adjourn Meeting by at 2019	
	<p>Next Meeting – February 24, 2020 at 6:00PM (Special Presentation prior to meeting)</p>	



ÉCOLE KLO MIDDLE SCHOOL

3130 Gordon Drive
Kelowna, B.C. V1W 3M4
Tel: (250) 870-5106
Fax: (250) 870-5006
<http://www.klo.sd23.bc.ca>

RE: Modular Farm President Choice Charities

At KLO, we have embraced many concepts surrounding the BC Curriculum in order to offer our students an education that will prepare them for the 21st century. At the heart of British Columbia's redesigned curriculum are the Core Competencies, which are based around the concepts of communication, thinking and personal/social responsibilities. These sets of proficiencies are connected to essential learning around the foundations of literacy and numeracy. These competencies are also focused on creating young people with critical and creative thinking abilities and who are aware of the importance of model citizenship. Learning does not only occur in schools. We now understand that students can learn in many different ways and in different places. Teachers are constantly searching to develop tasks that address the needs and the interests of our students. As we build our modern classrooms, it is imperative that we do not forget to address the importance of building young citizens who display strong character and who are ready to make a difference for themselves and people around them. This year as KLO Middle School was building their school vision, we, as educators, discussed the importance of community. Place Based Learning according to our new curriculum recognizes that learning can be enriched through collaborative work with the members of our neighborhood. By building upon these local connections, we seek to create opportunities, which will allow us to share expertise and perspectives, which are essential to share with a younger generation. At KLO, we are hoping to build the following exploratory course to build a sense community and raise an awareness related to the importance of sustainability in order to protect our environment for future generations. This community project would include our members of KLO Middle School, our feeder schools as well as

community partners looking to get involved with our communal project. Through this initiative, we are looking to transform our breakfast program, lunch programs, and our snack programs in hopes of creating educational opportunities for students in relation their sense of environmental sustainability.

Farm to Table: A Hands-on Experience in the World of Food (Lettuce, Greenhouses, and sustainability)

This exploratory incorporates classroom and hands on experiences in the business of farming and the growing of food. Students will learn about soil, planting, growing, and harvesting of food products in greenhouses at KLO. Students will also build their own entrepreneur model to develop a vision of a farming business. Produce from the gardens will be used to support KLO projects, one community project, and to teach marketing of products. Other potential areas of study: roof top gardens, container gardens, herbs, food sustainability, both personal and on a global level, and food security. Field trips to local businesses and farms will be included.

At a January 2020 PAC meeting, a motion was passed to receive a loan of up to \$50 000 from School District 23 to be used towards the installation of this President's Choice Children's Charity Modular Farm. Please refer to attached PAC minutes.

The plan to repay the loan will be based on PAC support and student initiatives related to Modular Farm. The repayment plan is based on a five-year loan with the intention to pay back the School District 23 loan as soon as possible.



Mr. Ashley Ragoonaden
Principal
Ecole KLO Middle School





Memorandum

Date: February 21, 2020
To: Board of Education
From: Planning and Facilities Committee

Action Item: Annual Facility Grant (AFG) Plan for 2020/2021 through 2024/2025

1.0 ISSUE STATEMENT

The Annual Facility Grant Plan is prepared yearly by staff for approval by the Board of Education.

2.0 RELEVANT BOARD MOTION/DIRECTION

None.

3.0 BACKGROUND

In the provincial fiscal year of April 2019 through March 2020, the Ministry of Education granted School District No. 23 approximately \$3.8 million in the Annual Facility Grant (AFG), intended for minor capital improvements required to ensure the long-term viability of our existing physical plant. Most of the expenditures were for upgrades of mechanical systems, roofing replacements and facility upgrades.

Ministry directives state:

"A school board may expend its annual facility grant for the purpose of:

- *upgrading or replacing existing building components throughout the expected economic life of an existing capital asset;*
- *enhancing the service potential of an existing capital asset or a component of an existing capital asset by correcting deficiencies in design or construction, and unsafe conditions;*
- *significantly lowering the associated operating costs of an existing capital asset; or,*
- *extending the life of an existing capital asset or a component of an existing capital asset beyond its original life expectancy.*

A school board is responsible for managing its annual facility grant funds to enable any emergent health and safety expenditures to be addressed within a fiscal year.

Examples of ineligible use of annual facility grants include:

- *building expansions resulting in increases to gross facility area or nominal capacity;*
- *building acquisitions;*
- *site acquisitions; or,*
- *acquisition of equipment, furnishings, personal computers, servers, local area network connections, or vehicles and their accessories."*

The Ministry of Education requires that all of the AFG funding must be expended by March 31st of the provincial fiscal year. In addition, the Ministry previously directed school districts to move future major mechanical projects to the official Five Year Major Capital Plan.

4.0 POINTS FOR CONSIDERATION

The Operations Department has continued to update the five year plan based on the expectation that grant funding levels will remain consistent. Operations staff will ensure that the funds are utilized in a way to maximize the long-term benefit to the Central Okanagan School District.

This included, but was not limited to, review by:

- Operations maintenance staff and managers.
- Specific consultants (i.e. roofing, mechanical, electrical, etc.).
- Liaison with specialty groups such as Student Support Services and Information Services to discuss their unique District-wide needs.
- Comparison to the Ministry of Education Computerized Asset Management System (CAMS).

The Operations management team then met to view each line item, evaluating and setting priorities for each group. The entire plan was then reviewed with the Superintendent and the Secretary-Treasurer. The final plan is then reviewed by the Planning and Facilities Committee, and then forwarded to the Board of Education for final approval. Again this year, the requirement is to completely expend all funds by the March deadline.

5.0 OPTIONS FOR ACTION

1. Recommend that the Board of Education approve the plan as submitted, subject to receipt of an AFG funding announcement.
2. Ask staff to revise the plan to meet additional specific Committee-directed needs.

6.0 FOLLOW-UP/REVIEW

Upon Board of Education approval, Operations will assign projects to staff pending a future announcement of an Annual Facility Grant from the Ministry of Education. No major expenditures will be made until funds are secured. Should a reduced funding level be subsequently announced, we will prioritize the highest rated items from the projects supported by the Board, and provide the Planning and Facilities Committee with an updated list of projects as an Information Item at a subsequent meeting.

7.0 DIRECTOR'S COMMENTS

The plan is a guideline and must be regularly managed. Emergent critical needs (e.g. large mechanical failures) can cause funds to be redirected. As each item is further investigated, the scope of work can change, which may increase or decrease substantially the costs of a project. This can result in the delay of a particular project until a future year. This is definitely a five year plan that evolves and changes on a regular basis. Larger projects usually require a substantial amount of design before tendering, which often results in projects being phased for study and designed one year with tendering and completion the next year. Funding previously provided by the Provincial Government was not nearly sufficient enough to meet all the demands in the system.

8.0 RECOMMENDATION

THAT: The Board of Education approve the Annual Facility Grant Plan for 2020/2021 through 2024/2025, as attached to the Agenda and presented at the February 26, 2020 Public Board Meeting.

9.0 APPENDICES

Appendix A - February 5, 2020 draft of the Annual Facility Grant Plan, 5 year plan
Appendix B – February 5, 2020 draft of the annual Facility Grant Plan Descriptions, 2020/2021
Appendix C - February 5, 2020 graph of the Annual Facility Grant Plan, 2020/2021
Appendix D – Ten Year History of the Annual Facility Grant Funds.

APPENDIX A

AFG Planning 2020/21

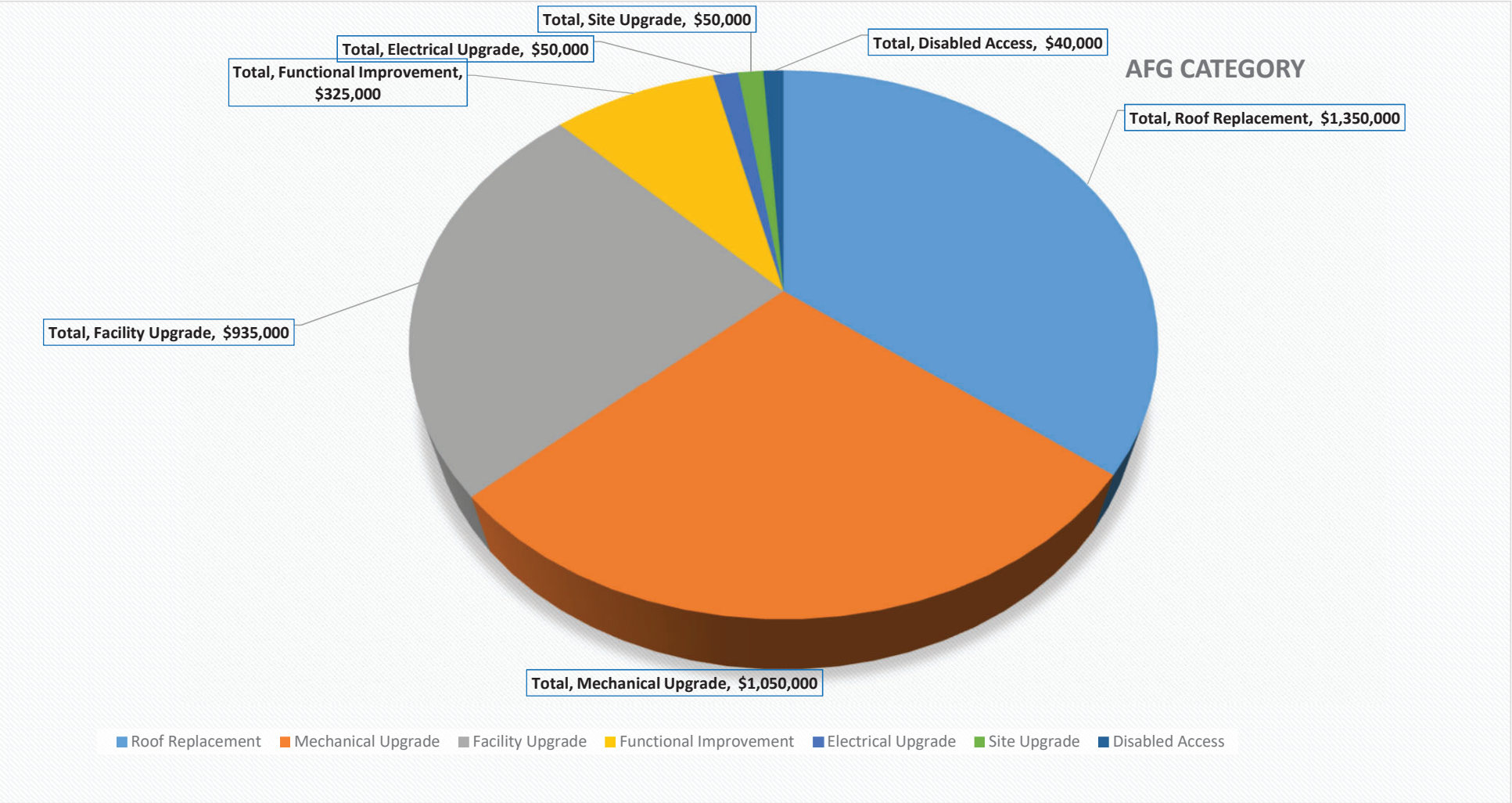
2020/2021 2020/21 Projects	2021/2022 2021/22 Projects	2022/2023 2022/23 Projects	2023/2024 2023/24 Projects	2024/2025 2024/25 Projects	
\$0	\$0	\$0	\$0	\$0	
\$3,800,000	\$17,750,475	\$400,000	\$11,072	\$0	
\$0	\$6,318,871	\$0	\$0	\$0	
\$0	\$0	\$771,694	\$187,538	\$0	
\$0	\$11,959,932	\$13,491,565	\$7,394,380	\$4,717,324	
\$3,800,000	\$36,029,278	\$14,663,259	\$7,592,990	\$4,717,324	\$68,802,851

CATEGORY	LOCATION	PROJECT DESCRIPTION	Estimate
Site Upgrade	Aspen Grove Fields	Sump pump not on on rails. Pump needs electrical to be relocated above ground. Presently, to lift out pump, electrician has to go into sump to disconnect pump.	\$50,000
Mechanical Upgrade	Dease Road Site	HVAC - Wood and Paint Shop HVAC unit at life expectancy. Suggested to split to two units for energy savings.	\$400,000
Facility Upgrade	Springvalley Middle	Washroom upgrade dividers/fixtures	\$215,000
Facility Upgrade	George Pringle Elementary	Flooring upgrade including corridors (check joist and subfloor condition).	\$70,000
Functional Improvement	George Pringle Elementary	Office renovation to increase security	\$300,000
Facility Upgrade	Hollywood Rd Educ Services	Link Corridor / renovations - Fire alarm & security upgrade	\$300,000
Roof Replacement	Hudson Road Elementary	Roofing Replacement section D	\$500,000
Facility Upgrade	Hudson Road Elementary	Convert Computer lab to Classroom as requested	\$50,000
Electrical Upgrade	Hudson Road Elementary	CNG Compressor Power Service	\$50,000
Mechanical Upgrade	K.L.O. Middle	HVAC Upgrade -Mutli-Zone Unit Replacement. Added controls to mechanical system.	\$650,000
Roof Replacement	Kelowna Secondary	Roofing Replacement section C, G, H	\$600,000
Functional Improvement	Mount Boucherie Secondary	Add 10 parking spots	\$25,000
Facility Upgrade	Mount Boucherie Secondary	Phase three - Washroom upgrade dividers/fixtures	\$200,000
Roof Replacement	Portable Classrooms	Portable Classroom re-roofing project	\$250,000
Disabled Access	SD23	H/C accessibility upgrades(to be finalized with Sudent Support Services)	\$40,000
Facility Upgrade	Belgo Elementary	Gym Floor Replacement	\$100,000

APPENDIX B

PROJECT DESCRIPTION

CATEGORY	LOCATION	PROJECT DESCRIPTION	Estimate
Site Upgrade	Aspen Grove Fields	Sump pump not on on rails. Pump needs electrical to be relocated above ground. Presently, to lift out pump, electrician has to go into sump to disconnect pump.	\$50,000
Mechanical Upgrade	Dease Road Site	HVAC - Wood and Paint Shop HVAC unit at life expectancy. Suggested to split to two units for energy savings.	\$400,000
Facility Upgrade	Springvalley Middle	Washroom upgrade dividers/fixtures	\$215,000
Facility Upgrade	George Pringle Elementary	Flooring upgrade including corridors (check joist and subfloor condition).	\$70,000
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Facility Upgrade	Hollywood Rd Educ Services	Link Corridor / renovations - Fire alarm & security upgrade	\$300,000
Roof Replacement	Hudson Road Elementary	Roofing Replacement section D	\$500,000
Facility Upgrade	Hudson Road Elementary	Convert Computer lab to Classroom as requested	\$50,000
Electrical Upgrade	Hudson Road Elementary	CNG Compressor Power Service	\$50,000
Mechanical Upgrade	K.L.O. Middle	HVAC Upgrade -Mutli-Zone Unit Replacement. Added controls to mechanical system.	\$650,000
Roof Replacement	Kelowna Secondary	SBS Modified Bitumen Membrane, Renewal	\$600,000
Functional Improvement	Mount Boucherie Secondary	Add 10 parking spots	\$25,000
Facility Upgrade	Mount Boucherie Secondary	Phase three - Washroom upgrade dividers/fixtures	\$200,000
Roof Replacement	Portable Classrooms	Portable Classroom re-roofing project	\$250,000
Disabled Access	SD23	H/C accessibility upgrades(to be finalized with Sudent Support Services)	\$40,000
Facility Upgrade	Belgo Elementary	Gym Floor Replacement	\$100,000



Row Labels	Sum of Estimate
Roof Replacement	\$ 1,350,000
Mechanical Upgrade	\$ 1,050,000
Facility Upgrade	\$ 935,000
Functional Improvement	\$ 325,000
Electrical Upgrade	\$ 50,000
Site Upgrade	\$ 50,000
Disabled Access	\$ 40,000
Grand Total	\$ 3,800,000

AFG YEAR

2020/2021

2021/2022

2022/2023

2023/2024

REQUIREMENT PRIORITY

1- Immediate

0- Complete

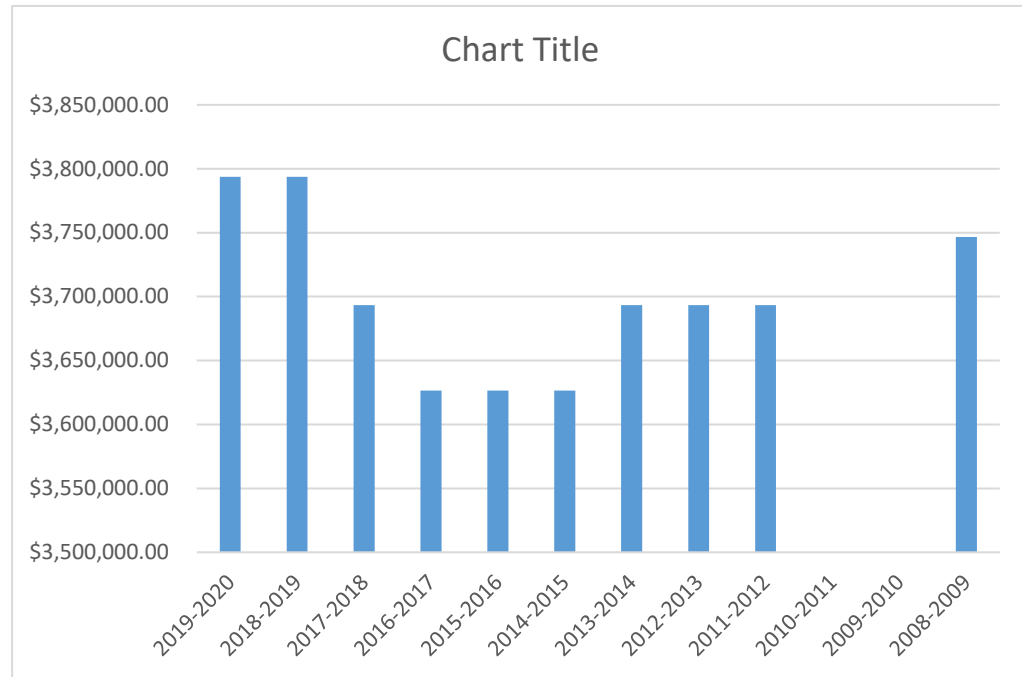
2- Short Term

3- Long Term

APPENDIX D

AFG ALLOCATIONS

YEAR	AMOUNT
2019-2020	\$3,793,643.00
2018-2019	\$3,793,643.00
2017-2018	\$3,693,367.00
2016-2017	\$3,626,516.00
2015-2016	\$3,626,517.00
2014-2015	\$3,626,516.00
2013-2014	\$3,693,368.00
2012-2013	\$3,693,368.00
2011-2012	\$3,693,368.00
2010-2011	
2009-2010	
2008-2009	\$3,746,623.00
2007-2008	\$3,746,623.00
2006-2007	\$3,614,000.00
2005-2006	\$3,588,494.00





Section Three: Staff

386 - EMPLOYEE USE OF ~~ELECTRONIC AND SOCIAL MEDIA~~ ~~COMMUNICATION~~ NETWORK SERVICES AND DIGITAL TECHNOLOGIES

Introduction

The Board of Education *in Central Okanagan Public Schools* recognizes the benefits of employee access to ~~electronic and social media communication~~ network services and digital technologies; however, the Board is also aware of the risks involved.

This policy is intended to provide a wide range of access to ~~electronic communications systems~~ network services and digital technologies for the purpose of supporting the goals, objectives, and activities as prescribed by the Ministry of Education and the School District.

"Digital literacy and citizenship is an important skill to have in today's technology based world. The BC Ministry of Education defines digital literacy as the interest, attitude, and ability of individuals to appropriately use digital technology and communication tools to access, manage, integrate, analyze, and evaluate information, construct new knowledge, create, and communicate with others". – B.C. Ministry of Education
<https://www2.gov.bc.ca/gov/content/education-training/k-12/teach/teaching-tools/digital-literacy>

While the intent of the Board is to ~~enhance educational opportunities for staff, students, and parents, the Board also remains committed to responsible digital citizenship and to minimizing the risks associated with the use of electronic communications systems and access to social media.~~ *Use of technologies and digital citizenship is a shared responsibility between students, parents/guardians, educators, schools, districts, and governments. Given the dynamic nature of digital technology, all groups should work together to reduce the risks posed by Internet usage and promote positive digital citizenship practices.*

Definitions

Digital Citizenship

Digital citizenship is defined as appropriate, responsible behaviour with regard to technology use.

Digital Footprint

A digital footprint is the ~~data trace or trail left by someone's activity in a digital environment.~~



Section Three: Staff

Digital Learning

Digital learning is any type of learning that uses technology. It can happen across all curriculum learning areas.

Digital Technologies

Digital technologies are electronic tools, systems, devices and resources that generate, store or process data. Well known examples include laptops, tablets, and smartphones, as well as social media, online applications, and multimedia.

Educational Purposes

Educational purposes are those purposes which directly support student learning as outlined in the prescribed learning outcomes mandated by the Ministry of Education.

Electronic Communications Systems

Electronic communications systems include all electronic devices and related processes used for the purposes of transmitting, retrieving and storing of voice, data, or graphic images. These devices include but are not limited to computers, servers, local area networks, intranets, the Internet, electronic mail systems, online conferences, chats, blogs, videoconferences, cell phones, digital cameras, video cameras, fax machines, electronic tablets and handheld devices.

Social Media

Social media is the use of web-based and mobile technologies to turn communication into interactive dialogue.

Network Services

Network services includes data storage, communication tools, and various productivity applications.

Policy

Responsibilities of the Employee Responsible Employee Use of Network Services and Digital Technologies

In accessing ~~electronic communications systems and social media applications~~ District network services and digital technologies, it is expected that employees will:

1. Sign the Employee Network and Account Agreement, on an annual basis, in order to gain access to and use of the District's ~~electronic communications systems~~ network services and digital technologies, and understand that compliance is a condition of access.
2. Demonstrate digital citizenship and act responsibly when accessing the school computer networks, District networks and the Internet, both during and outside of



Section Three: Staff

school hours, by conducting all related activities in a responsible, ethical, legal and respectful manner in accordance with professional codes of ethics and standards and the Employee Network ~~and Account~~ Agreement.

3. Advocate and model digital etiquette, responsible social interactions, and safe and ethical use of electronic and social media communication, including respect for copyright, intellectual property and the appropriate documentation of sources.
4. Practice safe online behaviour and report any inappropriate ~~communication use of network services and /or digital technologies (e.g. distribution of information harmful to others or information regarding a potentially dangerous situation that may threaten the safety of others).~~ use of network services and /or digital technologies
5. Understand the importance of privacy and security and take all reasonable precautions when accessing network services and digital technologies.
6. Protect access to their individual network accounts by the use of a private, personal password, ensure that their personal password is not shared, and agree not to use the password of any other individual.
7. Protect the privacy of others (e.g. students, staff, parents and community members), and be in compliance with Freedom of Information and Protection of Privacy legislation.
8. Ensure that personal use of electronic communications systems neither interferes with, nor distracts from, the duties and responsibilities of the employee.

Consequences

Use of ~~electronic and social media communication~~ network services and digital technologies which violates the terms outlined in policy or the Employee Network ~~and Account~~ Agreement may result in serious consequences, including suspension or termination of employment, and/or police intervention. Please refer to “Respectful Workplace” Policy 351 and 351R (Regulations) and applicable Collective Agreement articles.



Section Two: Board Staff, Students, and Community

208 – CONFIDENTIAL DISCLOSURE: REPORTING AND INVESTIGATING ALLEGATIONS OF FINANCIAL IRREGULARITY OR CRIMINAL ACTIVITY

Introduction

The Board of Education is committed to the highest standards of ethical conduct, integrity and accountability. The Board also has a responsibility for the stewardship of District resources and the public support that enables it to pursue its Mission. Laws, regulations, policies and procedures strengthen and promote ethical practices and treatment of the members of the District community and those who conduct business with the District.

In addition to established protocols (reporting to a supervisor, the Superintendent of Schools/CEO, another senior member of District staff, a School Trustee, or to the RCMP if considered a criminal act), this policy provides a communication channel for any individual to report good faith concerns about financial impropriety or criminal activity to a Whistleblower Service provided by an independent third party.

POLICY

1. This policy will provide all employees, persons associated with the School District through other means, and the general public with:
 - An avenue to disclose criminal, fraudulent or unethical financial acts by School District employees or by persons associated with the School District
 - An avenue outside of the usual supervision and governance structures of the School District for reporting such concerns
 - Protection from reprisal or victimization for reporting in good faith.
2. The type of activity or behaviour which should be dealt with through this policy includes:
 - Manipulation of accounting records and finances
 - Inappropriate use of District assets or funds
 - Decision making for personal gain
 - Financial fraud and deceit
 - Serious breaches of District procedure which may provide financial advantage to a particular party
 - Criminal activity
3. Individuals wishing to make a confidential, anonymous report concerning suspected financial impropriety or criminal activity may contact the Whistleblower Service appointed by the Board.



Section Two: Board Staff, Students, and Community

4. All disclosure reports shall be reviewed by the Whistleblower Service. The Whistleblower Service may then, at its discretion refer the matter to the Superintendent of Schools/CEO, the Board and/or the RCMP for further direction.
5. The Whistleblower Service will report to the Board of Education annually in June, or whenever deemed necessary, a summary of each complaint as follows:
 - The complaint
 - The status of the investigation
 - Any conclusions reached
 - Recommendations, or
 - A report indicating no complaints have been received during the reporting period.
6. Any person reporting a suspected case of criminal, fraudulent or unethical financial acts shall be protected from either reprisal or victimization by any person directly associated with the School District. Such protection shall not apply in cases of bad faith reporting or purposeful intimidation.
7. Confidentiality on a ‘need to know basis’ shall be maintained for both the individual(s) reporting the suspected financial misconduct or criminal activity and for any individual(s) identified for investigation. All requirements of Freedom of Information and Protection of Privacy legislation shall apply.
8. The Superintendent of Schools/CEO is responsible for ensuring that all employees are aware of the provisions of this policy and that information is provided to the schools for inclusion in one of the school newsletters on an annual basis. In addition, the Finance and Audit Committee is responsible for ensuring that the policy is reviewed as required or whenever a change in legislation or best practice dictates a change in policy content.

Date Agreed: September 9, 2009

Date Amended: June 23, 2010; December 11, 2013; December 13, 2017;

Related Documents: Freedom of Information and Protection of Privacy Act

208 - Confidential Disclosure:
Reporting and Investigating Allegations of Financial Irregularity
or Criminal Activity

2 of 2



Section One: Board of Education

168 – POLICY COMMITTEE

Introduction

The Policy Committee is a standing committee of the Board of Education.

Policy

1. Membership

1.1 Voting Members:

- 1.1.1 Three trustees, appointed by the full Board, with one trustee appointed Committee Chairperson, usually at the Board's inaugural or annual meeting.
- 1.1.2 In the absence of a Trustee committee member, or if the full Trustee committee membership has not been appointed, the Committee Chairperson may appoint temporary Trustee committee members.

1.2 Non-Voting Members:

- 1.2.1 a representative from each partner group for purposes of providing input
- 1.2.2 Superintendent of Schools/CEO
- 1.2.3 the Board Chairperson

2. Scope of Functions

- 2.1 To provide recommendations to the Board of Education.
- 2.2 To study matters of policy significance referred to it by the Board of Education, the Coordinating Committee, or by the chair of the Policy Committee and provide reports and recommendations, as may be appropriate, to the Board for consideration.
- 2.3 To ensure that the requirements of Policy 110 – Policy Development are followed.

3. Meetings

- 3.1 All meetings shall be governed by Board Policy and, in the absence of Policy, by *Robert's Rules of Order*.



Section One: Board of Education

- 3.2 A seconder is not required for resolutions moved at the committee level.
- 3.3 Public meetings of the Committee shall be scheduled to occur on specific dates and times during the school year as determined by Board resolution, usually at the inaugural or annual meeting.
- 3.4 Items required to be Incamera will be dealt with at an Incamera meeting to be attended by trustees and senior staff and others, as needed by invitation. Incamera meetings shall usually be scheduled to occur on the specific dates determined by the Board for public meetings of this Committee.

ADDITIONAL



"Together We Learn"

School District No. 23 (Central Okanagan)

Policies And Procedures

Section Seven: Community Partnerships

706 - DISTRICT STUDENT COUNCIL

Introduction

The Board of Education recognizes the importance of ~~involving students~~ students' involvement ~~to participate~~ in the Board process. The Board supports the establishment of a District Student Council and values ~~their~~ students' participation and contribution.

Representatives from the District Student Council are invited to attend Board Meetings and Committee Meetings and their opinions will be sought and heard.

Purpose

The purpose of the District Student Council is to:

- create a connection between students and the Board to facilitate input into District decisions;
- *bring questions, concerns and ideas to the Board;*
- advocate for the betterment of student life;
- assume an active leadership role on behalf of students;
- promote positive relationships between schools.



Section Seven: Community Partnerships

706R - DISTRICT STUDENT COUNCIL (REGULATIONS)

1. The Superintendent of Schools or ~~his/her~~ their designate is responsible for establishing and helping to facilitate the District Student Council.
2. ~~Delegates to~~ Members of the Council will be identified through an inclusive and democratic process at the school level.
3. The District Student Council, in consultation with their staff liaison person, shall approve the Bylaws of the Council. The Bylaws will include:
 - the frequency of regular meetings;
 - the number of representatives from each school;
 - the positions on the Executive;
 - the process for the election of the officers and the term of office;
 - the quorum needed for making decisions;
 - the process for changing the Bylaws.
4. It is recommended that a copy of the Bylaws be filed with the Office of the Secretary-Treasurer for safekeeping.
3. ~~Each secondary school will have three voting members on the Council—ideally one student in grade 10, one student in grade 11, and one student in grade 12.~~
4. ~~Co-presidents from two different schools will be elected, by the Council members, from the grade 11 members of the Council at the last meeting for that year of instruction. The two co-presidents’ term will begin in September of their grade 12 year. If an elected co-president declines their duty, the Council will elect another member in his/her place. The co-presidents will not represent their own school’s view, but will consider the needs of all students in the district.~~
5. ~~Schools from which a co-president has been elected, will be permitted to have three voting members on the Council in addition to the co-president.~~
6. ~~The two co-presidents will govern each meeting using a democratic process of debate and voting from all members of the Council in order to make decisions.~~
7. ~~The Council will create annual positions for the roles of secretary and vice-secretary and these will be established at the first meeting of the school year.~~



Section Seven: Community Partnerships

8. ~~Regular meetings of the Council will take place once or twice a month during the school year as the Council deems necessary.~~
9. ~~The Council will attempt to have either one of the co-presidents or a designate attend Board of Education and Committee meetings when there are issues on the agenda that directly impact students.~~
10. ~~The Board may invite a representative from the District Student Council to serve on groups such as committees, task forces and focus groups.~~

AMENDMENT

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
1	SMS	5	University of California, Santa Barbara, CA	USA	CADA Leadership Camp	Hockey Academy Students	9 to 12	22	6-Jul-2019	11-Jul-2019	5
2	KSS	4	Green Bay Bible Camp, West Kelowna, BC	Canada	Team Building/ Breakaway Activity	Football Team	10 to 12	45	26-Aug-2019	28-Aug-2019	2
3	OKM	4	Victoria and The Gulf Islands, BC	Canada	S.A.L.T.S. Sailing and Life Training	Quest BC Students	11	24	8-Sep-2019	14-Sep-2019	6
4	SMS	4	Kelowna Paddle Centre, Kelowna, BC	Canada	Paddleboard Training	Outdoor Education Students	7 & 8	40	9-Sep-2019	9-Sep-2019	0
5	GESS	4	Oyama Zipline Adventure Park, Oyama, BC	Canada	Grad 2020 Retreat	Grade 12 Students	12	150	13-Sep-2019	13-Sep-2019	0
6	KSS	4	Gardom Lake Camp (near Enderby, BC)	Canada	Leadership Retreat	Leadership Students	11 & 12	80	15-Sep-2019	16-Sep-2019	1
7	OKM	4	Banff, Yoho, and Kootenay National Parks, AB	Canada	Hiking and Backpacking in National Parks	Grade 12 Students	12	141	15-Sep-2019	21-Sep-2019	6
--	RSS	4	POSTPONED – DATE TBD Coquihalla Summit (Coquihalla Mountain area, BC)	Canada	Hiking and Camping Skills	Outdoor Education Students	9 to 12	24	17-Sep-2019	20-Sep-2019	3
8	DRK	4	Eagle Bay Camp, Eagle Bay, BC	Canada	Community Building	Learning Community	8	37	18-Sep-2019	20-Sep-2019	2

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
9	KSS	4	Twin Peaks (near Cherryville, BC)	Canada	Outdoor Education Co-Curricular Trip	Grade 12 Students	12	24	19-Sep-2019	21-Sep-2019	2
10	MBSS	5	Wenatchee High School, Wenatchee, WA	USA	Participating in Football Games	Varsity and Junior Varsity Football Teams	9 to 12	55	19-Sep-2019	21-Sep-2019	2
11	KSS	5	University of Calgary, Calgary, AB	Canada	Volleyball Tournament	Grade 11 & 12 Students	11 & 12	14	19-Sep-2019	22-Sep-2019	3
12	DRK	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building, Activating Living & Connection to the Community	Grade 7 Learning Community	7	70 to 80	20-Sep-2019	20-Sep-2019	0
13	RSS	4	CANCELLED Glacier National Park, BC (Illecillewaet Campground)	Canada	Hiking and Camping Skills	Outdoor Education Students	9 to 12	24	24-Sep-2019	27-Sep-2019	3
14	SMS	4	<u>Fintry Provincial Park*</u> E.C. Manning Provincial Park, Princeton, BC (between Hope and Princeton, BC) *Location changed due to weather.	Canada	Hiking and Camping Skills	Grade 8 Students	8	40	25-Sep-2019	27-Sep-2019	2
15	OKM	4	CANCELLED Okanagan Mountain Park, Kelowna, BC	Canada	Indigenous Studies on Land and Water	Quest BC Students	11	24	25-Sep-2019	27-Sep-2019	2

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
16	OKM	4	CANCELLED Okanagan Mountain Park, Kelowna, BC	Canada	Hiking and Camping Skills	Quest BC Students	11	24	26-Sep-2019	27-Sep-2019	1
17	KSS	4	Finlayson Lakes above Mabel Lake (near Lumby, BC)	Canada	Outdoor Education Co-Curricular Trip	Grade 11 Students	11	48	26-Sep-2019	28-Sep-2019	2
18	MBSS	4	Kettle Valley Railway to Arlington Lakes, Kettle River and Westbridge, BC	Canada	Introduction to Cycle Touring, Camping	Outdoor Education Students	10 to 12	30	26-Sep-2019	28-Sep-2019	2
19	CNB	4	E.C. Manning Provincial Park, BC (between Hope and Princeton, BC)	Canada	Outdoor Education, Camping, Hiking	Outdoor Education Students	8	50 to 60	30-Sep-2019	2-Oct-2019	2
20	MBSS	4	Boucherie Bluffs, West Kelowna, BC	Canada	Introduction to Top Rope Rock Climbing, Belaying, Rappelling	Outdoor Education Students	10 to 12	12	1-Oct-2019	1-Oct-2019	0
21	RSS	4	Skaha Provincial Park, Penticton, BC	Canada	Top Rope Rock Climbing	Outdoor Education Students	9 to 12	20	1-Oct-2019	1-Oct-2019	0
22	MBSS	4	Skaha Bluffs, Penticton, BC	Canada	Introduction to Top Rope Rock Climbing, Belaying, Rappelling	Outdoor Education Students	10 to 12	12	3-Oct-2019	3-Oct-2019	0

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
23	RSS	4	Lonely Boy Crag, Chute Lake Road, Kelowna, BC	Canada	Top Rope Rock Climbing	Outdoor Education Students	9 to 12	25	3-Oct-2019	3-Oct-2019	0
24	KSS	4	Beaver Lakes Chain (above Winfield, BC)	Canada	Outdoor Education Co-Curricular Trip	Outdoor Education Students	12	24	3-Oct-2019	4-Oct-2019	1
25	OKM	4	Ottawa, ON	Canada	Cultural and Regional Studies	Quest BC Students	11	24	3-Oct-2019	10-Oct-2019	7
26	MBSS	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building Exercise on Ropes Course, Frisbee Golf	International / Leadership Students	9 to 12	100	4-Oct-2019	4-Oct-2019	0
27	RSS	4	Lonely Boy Crag, Chute Lake Road, Kelowna, BC	Canada	Top Rope Rock Climbing	Outdoor Education Students	9 to 12	25	7-Oct-2019	7-Oct-2019	0
28	MBSS	4	Okanagan Mountain Park, Kelowna, BC	Canada	Leadership Skills, Hiking and Camping	Outdoor Education Students	9	30	7-Oct-2019	9-Oct-2019	2
--	RSS	4	CHANGED TO LONELY BOY CRAG FIELD STUDIES OCT 3, 7, (Postponed to 23), 10, 17, 23 Goudie Road area, Kelowna, BC	Canada	Hiking and Camping Skills	Outdoor Education Students	9 to 12	25	7-Oct-2019	11-Oct-2019	4

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
29	MBSS	4	Boucherie Bluffs, West Kelowna, BC	Canada	Introduction to Top Rope Rock Climbing, Belaying, Rappelling	Outdoor Education Students	10 to 12	12	8-Oct-2019	8-Oct-2019	0
30	MBSS	4	Skaha Bluffs, Penticton, BC	Canada	Introduction to Top Rope Rock Climbing, Belaying, Rappelling	Outdoor Education Students	10 to 12	12	9-Oct-2019	9-Oct-2019	0
31	KSS	4	Kettle Valley Railway (between Penticton & Osprey Lake area, behind Summerland, BC)	Canada	Outdoor Education Co-Curricular Trip	Outdoor Education Students	11	24	9-Oct-2019	10-Oct-2019	1
32	MBSS	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building Activities, Rope Course	CLC Health and Medicine Students	11	28	10-Oct-2019	10-Oct-2019	0
33	MBSS	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building Activities, Rope Course	Tourism 12 Students	12	20	10-Oct-2019	10-Oct-2019	0
34	RSS	4	Lonely Boy Crag, Chute Lake Road, Kelowna, BC	Canada	Top Rope Rock Climbing	Outdoor Education Students	9 to 12	25	10-Oct-2019	10-Oct-2019	0
35	KSS	5	New York City, NY	USA	Fine Arts/Media Cultural Tour	Fine Arts/Media Students	11 & 12	26 to 30	14-Oct-2019	18-Oct-2019	4

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
36	MBSS	4	CANCELLED Skaha Bluffs, Penticton, BC	Canada	Introduction to Top Rope Rock Climbing, Belaying, Rappelling	Outdoor Education Students	10 to 12	12	17-Oct-2019	17-Oct-2019	0
37	RSS	4	Lonely Boy Crag, Chute Lake Road, Kelowna, BC	Canada	Top Rope Rock Climbing	Outdoor Education Students	9 to 12	25	17-Oct-2019	17-Oct-2019	0
38	KSS	4	Gulf Islands, BC	Canada	"Sailing A Tall Ship"	Outdoor Education and Rec Leadership Students	11 & 12	27	20-Oct-2019	25-Oct-2019	5
39	MBSS	5	Smith Rock, OR	USA	Rock Climbing: Top Rope, Rappel, Rope Traverse	Outdoor Education Students	10 to 12	24	20-Oct-2019	25-Oct-2019	5
40	GPE	5	Disneyland, Anaheim, CA	USA	"Dreams Take Flight" Program	Special Needs Students	5	5	21-Oct-2019	23-Oct-2019	2
41	MBSS	4	Okanagan Mountain Park, Kelowna, BC	Canada	Leadership Skills, Hiking and Camping	Outdoor Education Students	9	30	21-Oct-2019	23-Oct-2019	2
42	SVE	5	Disneyland, Anaheim, CA	USA	"Dreams Take Flight" Program	Special Needs Students	5	5	21-Oct-2019	23-Oct-2019	2
43	RSS	4	RESCHEDULED FROM OCT. 7 Lonely Boy Crag,	Canada	Top Rope Rock Climbing	Outdoor Education Students	9 to 12	25	23-Oct-2019	23-Oct-2019	0

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
			Chute Lake Road, Kelowna, BC								
--	RSS	4	POSTPONED TO NOV. 21 Goudie Road area, Kelowna, BC	Canada	Overnight Camping	Outdoor Education Students	9 to 12	24	25-Oct-2019	29-Oct-2019	4
44	RSS	4	Goudie Road area, Kelowna, BC	Canada	Overnight Camping	Outdoor Education Students	9 to 12	24	5-Nov-2019	6-Nov-2019	1
45	MBSS	4	North Okanagan Fire Training Centre, Vernon, BC	Canada	Live Fire Training	MBSS Fire Academy Students	11 & 12	17	9-Nov-2019	9-Nov-2019	0
46	GMS & CNB	5	Chubu University Haruhigaoka Junior High School, Kasugai, Aichi	Japan	Cultural Scholarship Exchange Experience at Sister School, Assisting in English Classes	Student Scholarship Winners - 4 from GMS, 4 from CNB	8	8	9-Nov-2019	17-Nov-2019	8
47	OKM	4	Tofino, BC	Canada	Exploration of Pacific Rim Park and Indigenous Studies	Quest BC Students	11	24	12-Nov-2019	15-Nov-2019	3
48	RSS	4	CANCELLED Goudie Road area, Kelowna, BC	Canada	Overnight Camping	Outdoor Education Students	9 to 12	24	14-Nov-2019	15-Nov-2019	1

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
49	RSS	4	RESCHEDULED FROM OCT. 25 <i>Location Changed Due to Weather:</i> McCulloch Forestry Recreation Site, Kelowna, BC Goudie Road area	Canada	Overnight Camping	Outdoor Education Students	9 to 12	24	21-Nov-2019	22-Nov-2019	1
50	OKM	5	Helsinki and Jyväskylä	Finland	Cultural Hockey School and Cultural Tour	Hockey Academy Students	9 to 12	24	22-Nov-2019	1-Dec-2019	9
51	RSS	4	CANCELLED Goudie Road area, Kelowna, BC	Canada	Overnight Camping	Outdoor Education Students	9 to 12	24	28-Nov-2019	29-Nov-2019	1
52	KSS	5	Hawaii (Big Island and Oahu)	USA	Reinforce Marine Biology Course Material	Marine Biology Students	11	18	1-Dec-2019	10-Dec-2019	9
53	KSS	5	Kasugai, Aichi	Japan	World Global Sustainable Development Conference	Japanese as a Second Language Students	11	2	11-Dec-2019	15-Dec-2019	4
54	KSS	5	Edmonton, AB	Canada	Basketball Tournament	4A Boys	11 & 12	15	11-Dec-2019	15-Dec-2019	4
55	KSS	5	Seattle, WA	USA	Basketball Tournament	4A Boys	11 & 12	15	26-Dec-2019	29-Dec-2019	3
56	OKM	4	Diving Dynamics, Kelowna, BC	Canada	Introduction to Scuba Diving	Quest BC Students	11	24	7-Jan-2020	7-Jan-2020	0

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
57	OKM	4	Diving Dynamics, Kelowna, BC	Canada	Introduction to Scuba Diving	Quest BC Students	11	24	9-Jan-2020	9-Jan-2020	0
58	OKM	4	Diving Dynamics, Kelowna, BC	Canada	Introduction to Scuba Diving	Quest BC Students	11	24	14-Jan-2020	14-Jan-2020	0
59	MBSS	4	CANCELLED DUE TO EXTREME COLD WEATHER FORECAST Silver Lake Forestry Camp	Canada	Winter Camp	Outdoor Education Students	9	30	13-Jan-2020	14-Jan-2020	1
60	OKM	4	Diving Dynamics, Kelowna, BC	Canada	Introduction to Scuba Diving	Quest BC Students	11	24	16-Jan-2020	16-Jan-2020	0
61	MBSS	4	CANCELLED DUE TO EXTREME COLD WEATHER FORECAST Silver Lake Forestry Camp	Canada	Winter Camp	Outdoor Education Students	9	24	17-Jan-2020	17-Jan-2020	1
62	MBSS	4	McCullough Lake, BC	Canada	Winter Camp	Outdoor Education Students	10 to 12	17	17-Jan-2020	19-Jan-2020	2
63	OKM	4	McCullough Lake, BC	Canada	Winter Camp	Quest BC Students	11	24	20-Jan-2020	22-Jan-2020	2
64	WAT	4	Gardom Lake Camp (near Enderby, BC)	Canada	Outdoor Education and Team Building	Grade 6 Students	6	89	29-Jan-2020	31-Jan-2020	2

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
65	GMS	5	Québec City, QC	Canada	Language and French Cultural Immersion	French 9 Students	9	10	5-Feb-2020	10-Feb-2020	5
66	KSS	5	RESCHEDULED FROM FEBRUARY 12-21, 2020 Hawaii <i>(Big Island and Oahu)</i>	USA	Reinforce Marine Biology Course Material	Marine Biology Students	11	18	5-Feb-2020	13-Feb-2020	8
67	OKM	4	Hydraulic Lake, BC	Canada	Outdoor Education	Outdoor Education Students	11 & 12	37	10-Feb-2020	11-Feb-2020	1
	KSS	5	RESCHEDULED TO FEBRUARY 5-13, 2020 Hawaii <i>(Big Island and Oahu)</i>	USA	Reinforce Marine Biology Course Material	Marine Biology Students	11	18	12-Feb-2020	21-Feb-2020	9
68	KSS	4	Silver Lake Forestry Camp, Peachland, BC	Canada	Outdoor Education Co-Curricular	Outdoor Education Students	11	30	13-Feb-2020	14-Feb-2020	1
69	GMS	4	Vancouver, BC	Canada	Attend Canucks Game Day Skate, Tour Arena, Science World, Canucks Game	GMS Hockey Academy Students	6 & 7	17	18-Feb-2020	20-Feb-2020	2
70	RSS	4	McCulloch Lake Area, Kelowna, BC	Canada	Snowshoeing and Overnight Snow Camping	Outdoor Education	10 to 12	24	18-Feb-2020	20-Feb-2020	2
71	OKM	4	Bamfield Marine Sciences Centre, Bamfield, BC	Canada	Marine Biology Exploration	Marine Biology Students	10 to 12	24	24-Feb-2020	28-Feb-2020	4

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
72	KSS	4	Headwaters Lake Camp (near Peachland, BC)	Canada	Outdoor Education Co-Curricular	Outdoor Education Students	12	30	27-Feb-2020	29-Feb-2020	2
73	OKM	4	Hardcore Archery, Kelowna, BC	Canada	Outdoor Education	Outdoor Education Students	11 & 12	20	28-Feb-2020	28-Feb-2020	0
	OKM	4	RESCHEDULED TO APRIL 1, 2020 Diving Dynamics, Kelowna, BC	Canada	Introduction to Scuba Diving	Outdoor Education Students	11 & 12	20	2-Mar-2020	2-Mar-2020	0
74	GMS	4	Vancouver, BC	Canada	Attend Canucks Game Day Skate, Tour Arena, Science World, Canucks Game	GMS Hockey Academy Students	8 & 9	24	9-Mar-2020	11-Mar-2020	2
75	OKM	5	Rome, Assisi, Dubrovnik, Zadar, Zagreb, and Vienna	Italy, Croatia, Austria	Music Cultural Learning	Concert and Jazz Band Students	10 to 12	60 to 100	9-Mar-2020	21-Mar-2020	12
76	OKM	4	Diving Dynamics, Kelowna, BC	Canada	Introduction to Scuba Diving	Outdoor Education Students	11 & 12	20	11-Mar-2020	11-Mar-2020	0
77	MBSS	5	Disneyland and Universal Studios, Los Angeles and Anaheim, CA	USA	Music Performances and Workshops	Senior Concert Band Students	10 to 12	41	13-Mar-2020	19-Mar-2020	6
78	KSS, MBSS, OKM, & RSS	5	Annecy, Chambéry and Rumilly	France	4 Week Reciprocal Exchange Program	Grade 10 FIMM and Core French Students	10	15	14-Mar-2020	14-Apr-2020	31

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LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
79	KSS, MBSS, OKM, & RSS	5	Annecy, Chambery and Rumilly	France	6 Week Reciprocal Exchange Program	Grade 10 & 11 FIMM and Core French Students	11 & 12	19	14-Mar-2020	25-Apr-2020	42
80	KSS	5	Anaheim, Los Angeles, and Ontario, CA	USA	Leadership Education and Enrichment	Leadership Students	11 & 12	22	27-Mar-2020	5-Apr-2020	9
81	KLO	5	Edmonton, AB	Canada	NHL Game Day Experience: Stadium Tour, HCSA Ice Session, Watch NHL Game	KLO Hockey Academy	8 & 9	30	30-Mar-2020	2-Apr-2020	3
82	OKM	4	RESCHEDULED FROM MARCH 2, 2020 Diving Dynamics, Kelowna, BC	Canada	Introduction to Scuba Diving	Outdoor Education Students	11 & 12	20	1-Apr-2020	1-Apr-2020	0
83	KSS	5	New York, NY	USA	Musical and Cultural Events, Activities and Experience	Music Students	10 to 12	54+	5-Apr-2020	12-Apr-2020	7
84	KSS	4	Halfway River Hot Springs	Canada	Outdoor Education Co-Curricular	Outdoor Education Students	12	24	5-Apr-2020	7-Apr-2020	2
85	GMS	5	Toronto and London, ON	Canada	Global Student Leadership Summit	Leadership Students	7 to 9	8	17-Apr-2020	22-Apr-2020	5
86	KLO	5	London, ON	Canada	Global Student Leadership Summit	Leadership Students	8 & 9	10	17-Apr-2020	22-Apr-2020	5

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LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
87	KSS	5	Toronto and London, ON	Canada	Global Student Leadership Summit	Leadership Students	10 to 12	10	17-Apr-2020	22-Apr-2020	5
88	MBSS	5	Toronto and London, ON	Canada	Global Student Leadership Summit	Leadership Students	9 to 12	12	17-Apr-2020	22-Apr-2020	5
89	OKM	5	London, ON	Canada	Global Student Leadership Summit	Leadership Students	10 to 12	10	17-Apr-2020	22-Apr-2020	5
90	KSS	4	Halfway River Hot Springs	Canada	Outdoor Education Co-Curricular	Outdoor Education Students	11	24	19-Apr-2020	21-Apr-2020	2
91	OKM	4	Victoria and the Gulf Islands, BC	Canada	Sailing and Life Training	Quest Students	8 to 12	28	19-Apr-2020	24-Apr-2020	5
92	OKM	4	Whistler, BC	Canada	Con Brio Music Festival	Music Students	9	50	23-Apr-2020	26-Apr-2020	3
93	ELE	4	Gardom Lake Camp (near Enderby, BC)	Canada	Year End Outdoor Experience	Grade 5 Students	5	29	29-Apr-2020	1-May-2020	2
94	DRK	5	Québec City and Charlevoix, QC	Canada	Linguistic, Cultural, and Historical Exploration in a Francophone Setting	French Immersion Students	9	30	2-May-2020	8-May-2020	6

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
95	RLE	4	Gardom Lake Camp (near Enderby, BC)	Canada	Year-End Outdoor Experience	Grade 5 Students	5	74	11-May-2020	12-May-2020	1
96	KLO	5	Royal Tyrrell Museum, Drumheller, AB	Canada	Learning about Fossils, Evolution, Changing Earth Climate	Grade 7/8 Students	7 & 8	32	11-May-2020	13-May-2020	2
97	OKM	5	Calgary, AB	Canada	MusicFest Canada	Jazz Band Students	11 & 12	8	19-May-2020	22-May-2020	3
98	SKE	4	Gardom Lake Camp (near Enderby, BC)	Canada	Year-End/ Alternative PE / Outdoor Education	Grade 6 Students	6	46	25-May-2020	27-May-2020	2
99	CTE	4	Gardom Lake Camp (near Enderby, BC)	Canada	Year-End Celebration Trip: Archery, Hiking, Canoeing, Kayaking, Climbing Wall	Grade 5 Students	5	50	3-Jun-2020	5-Jun-2020	2
100	GPE	4	Silver Lake Forestry Camp, Peachland, BC	Canada	Year End Celebration Trip: Hiking, Archery, Canoeing, Paddle Boarding	Grade 5 Students	5	64	4-Jun-2020	5-Jun-2020	1
101	KSS	4	Mabel Lake (near Lumby, BC)	Canada	Outdoor Education Co-Curricular	Outdoor Education Students	11	22	4-Jun-2020	6-Jun-2020	2

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2019/2020

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
102	GME	4	Silver Lake Forestry Camp, Peachland, BC	Canada	Outdoor Camp Year-End Celebration	Grade 6 Students	6	104	10-Jun-2020	12-Jun-2020	2
103	AME	4	Sunnybrae Camp, Tapen, BC	Canada	Year-End Camping Trip	Grade 5 Students	5	105	17-Jun-2020	18-Jun-2020	1
104	DRK	4	Gardom Lake Camp (near Enderby, BC)	Canada	Year-End Celebration	Grade 8 Students	8	56	17-Jun-2020	19-Jun-2020	2
105	KLO	4	Silver Lake Forestry Camp, Peachland, BC	Canada	Leadership Development, Reflection and Celebration	WEB Leaders	9	60	17-Jun-2020	19-Jun-2020	2
106	MJE	4	Camp Owaissi, West Kelowna, BC	Canada	Year-End Celebration Trip: Archery, Hiking, Canoeing, Paddle Boarding, Swimming	Grade 5 Students	5	77	17-Jun-2020	19-Jun-2020	2
107	KLO	5	Montréal and Québec City, QC	Canada	Cultural / Linguistic Experience in a Francophone Setting and Canadian History	French Immersion and Core French Students	8 & 9	30	20-Jun-2020	26-Jun-2020	6
108	OKM	4	Rockridge Canyon, Princeton, BC	Canada	Year-End Team Building	Grade 9 Students	9	122	22-Jun-2020	24-Jun-2020	2



**Central Okanagan
Public Schools**
Together We Learn

BOARD OF EDUCATION INCAMERA BOARD MEETING GENERAL STATEMENT

Date: Wednesday, February 12, 2020
Time: 3:30 pm to 5:13 pm
Location: School Board Office
1040 Hollywood Road S.
Kelowna, BC

In attendance:

Board of Education:

Trustee M. Baxter, Chairperson
Trustee N. Bowman (*arrived at 3:42 pm*)
Trustee R. Cacchioni
Trustee C. Desrosiers
Trustee J. Fraser
Trustee A. Geistlinger
Trustee L. Tiede

In attendance:

Staff:

K. Kaardal, Superintendent of Schools/CEO
R. Stierman, Secretary-Treasurer/CFO
T. Beaudry, Deputy Superintendent
B. McEwen, Executive Director of Human Resources
K. Cormier, Director of Labour Relations
M. DesRochers, Executive Assistant (*Recorder*)

**The following general statement is prepared and issued in accordance with
Section 72 (3) of the School Act RSBC 1996**

The meeting was called to order at 3:30 pm.

1. The Board adopted the Agenda for the Incamera Meeting of February 12, 2020.
2. The Board adopted the Minutes as presented for the Incamera Meeting of February 12, 2020.
3. There were two Human Resources Information Items. (*Trustee Bowman joined the meeting at 3:42 pm*)
3:43 pm: The Executive Director of Human Resources and Director of Labour Relations left the meeting.
4. There were three Action Items.
5. There were three Superintendent Emergent Issues
6. There were two sent items for Board Correspondence received.
7. There were six Items Requiring Special Mention.
8. There were three Invitations (For Trustee Attendance).
9. There were three Board Meetings with Partner and Community Groups listed.
10. There were two dates for Informal Board Sessions/Interchanges listed.
11. There were four BC School Trustee Association Items.

The meeting was adjourned at 5:13 pm.

Ryan Stierman, Secretary-Treasurer/CFO