



Central Okanagan
Public Schools
Together We Learn

BOARD OF EDUCATION PUBLIC MEETING AGENDA

(Second and fourth Wednesday of each month, with the exception of January (which will be the third and fifth Wednesday) July and August, and with the exception of the fourth Wednesday in March and December, at the School Board Office, at 6:00 PM.)

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

DATE: Wednesday, October 24, 2018
TIME: 6:00 pm
LOCATION: School Board Office
1040 Hollywood Road S.
Kelowna, BC

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 School Board Office.

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1. **AGENDA**
Additions/Amendments/Deletions
2. **MINUTES**
 - 2.1 **Public Board Meeting – October 10, 2018**
(Attachment)
3. **CENTRAL OKANAGAN PUBLIC SCHOOLS – "INSIDE 23"**
 - 3.1 **Kelowna Secondary School: Joy Advertising**
 - 3.2 **Rainbow Crosswalk - Central Okanagan Public Schools Board of Education Learning Centre**
4. **INTRODUCTION/RECOGNITION**
 - 4.1 **Recognition**
 - 4.1.1 **Mount Boucherie Secondary School Rugby Player Achievements**
Taylor Herron – Invitation to Team BC
Jordan Brown – Invitation to Team Canada
Simon Paul – Invitation to Team Canada
 - 4.2 **Introduction: Michelle DesRochers - New Executive Assistant to Secretary-Treasurer/CFO**
 - 4.3 **Presentation to Departing Trustees**
5. **2018 BOARD CHAIRPERSON'S REPORT**

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 his/her name and provide, if possible, a written copy of the comments.

7. TRUSTEES QUERIES/COMMENTS

8. ACTION ITEMS

8.1 Review of Policy 705 – Relations with Parents of Students

*Recommendation of the Policy Committee – October 3, 2018
(Attachment)*

8.2.1 Amendments Policy 705 – Relations with Parents of Students

8.2.2 New Policy 704 – Parent Advisory Councils (PAC)

8.2.3 New Policy 705 – District Parent Advisory Council (COPAC)

RECOMMENDATION:

THAT: The Board of Education approve the amendments to Policy 705 – Relations with Parents of Students, as attached to the Agenda and as presented at the October 24, 2018 Public Board Meeting;

AND THAT: The Board of Education approve new Policy 704 – Parent Advisory Councils (PAC) and new Policy 705 – District Parent Advisory Council (COPAC), as attached to the Agenda and as presented at the October 24, 2018 Public Board Meeting.

8.2 Cannabis Legalization Effective October 2018 – Review of Policies

*Recommendation of the Policy Committee – October 3, 2018
(Attachment)*

8.3.1 Amendments to Policy 420 – Admission of International Education Students

8.3.2 Amendments to Regulations 445R – Discipline (Regulations)

8.3.3 Amendments to Form 525.3 – Transportation of School District No. 23 Students Vehicle Use and Authorized Driver's Statements

8.3.4 Amendments to Policy 640 – District Smoke Free Environment

8.3.5 Amendments to Regulations 650R – Public Use of School Facilities (Regulations)

RECOMMENDATION:

THAT: The Board of Education approve the amendments to Policy 420 – Admission of International Education Students, Regulations 445R – Discipline (Regulations), Form 525.3 – Transportation of School District No. 23 Students Vehicle Use and Authorized Driver's Statements, Policy 640 – District Smoke Free Environment, and Regulations 650R – Public Use of School Facilities (Regulations), as attached to the Agenda and as presented at the October 24, 2018 Public Board Meeting.

8.3 New Policy 205 – Event Protocols

*Recommendation of the Policy Committee – October 3, 2018
(Attachment)*

RECOMMENDATION:

THAT: The Board of Education approve new Policy 205 – Event Protocols, as attached to the Agenda and as presented at the October 24, 2018 Public Board Meeting.

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8.4 Urban Aboriginal Head Start Preschool

*Recommendation of the Planning and Facilities Committee – October 17, 2018
(Attachment)*

RECOMMENDATION:

THAT: The Board of Education support, in principle, the Partnership Proposal to build an Urban Aboriginal Head Start Preschool on site at either South Rutland Elementary School or Springvalley Elementary School, as attached to the Agenda and as presented at the October 24, 2018 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 – 2018/2019 *(Attachment)*

10.3 General Statement – October 10, 2018 *(Attachment)*

11. BOARD/DISTRICT COMMITTEE QUERIES/COMMENTS AND REPORTS

12. BOARD CORRESPONDENCE

Sent: C. Hikida, Vice-President, Donor Services, Vancouver Foundation, October 12, 2018, Letter of Thanks for the Conrad & Dorli Pinette Fund, held at Vancouver Foundation

Received: Vancouver Foundation, August 28, 2018, Conrad & Dorli Pinette Fund, held at Vancouver Foundation, Raymer Elementary School Special Needs Programs Grant

K. Tannar, Chair, Teachers' Pension Board of Trustees, 2017 Actuarial Valuation and Contribution Rates

City of West Kelowna, Response to Distance of Retail Cannabis Sales Establishments from Schools

RECOMMENDATION:

THAT: At the October 24, 2018 Public Board Meeting, the Board receive the correspondence listed above.

13. ITEMS REQUIRING SPECIAL MENTION

14. BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION

14.1 BCPSEA 2018 Fall Symposium

Date: Monday, November 5 to Tuesday, November 6, 2018

Location: Vancouver, BC

The BCPSEA 2018 Symposium: **Insight and Opportunities, Human Resources in Education** will be held Monday, November 5 and Tuesday, November 6, 2018 at the Coast Coal Harbour Hotel, 1180 West Hastings Street, Vancouver, BC. Typically Senior Human Resources staff, the Secretary Treasurer and the BCPSEA Trustee representative attend.

15. BC SCHOOL TRUSTEES ASSOCIATION

15.1 BCSTA Trustee Academy

Date: Thursday, November 29 to Saturday, December 1, 2018

Location: Richmond, BC

16. FUTURE MEETINGS

16.1 REGULARLY SCHEDULED BOARD MEETINGS

Swearing In Ceremony 2018:

Wednesday, November 7, 2018 at 6:00pm

Board Room Main at 1040 Hollywood Road South

Inaugural Board Meeting:

Wednesday, November 7, 2018 at 6:00pm

(Immediately following the Swearing In Ceremony 2018)

Board Room Main at 1040 Hollywood Road South

Regular Public Board Meeting:

Wednesday, November 14, 2018 at 6:00pm

Board Room Main at 1040 Hollywood Road South

16.2 BOARD STANDING COMMITTEE MEETINGS

Finance and Audit Committee:

Wednesday, November 21, 2018 at 4:00pm

Board Room Main at 1040 Hollywood Road

Planning and Facilities Committee:

Wednesday, November 21, 2018 at 6:00pm

Board Room Main at 1040 Hollywood Road

16.3 BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS

17. NOTICES OF MOTION

18. ITEMS FOR A FUTURE AGENDA

19. MEDIA QUESTIONS

20. ADJOURNMENT



Central Okanagan
Public Schools
Together We Learn

BOARD OF EDUCATION PUBLIC MEETING MINUTES

(Second and fourth Wednesday of every month, except July and August, and the third Wednesday in March and the second Wednesday in December, at the School Board Office, at 6:00 PM.)

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

DATE: Wednesday, October 10, 2018
TIME: 6:02 pm
LOCATION: School Board Office
1040 Hollywood Road S.
Kelowna, BC

In attendance:

Board of Education:

Trustee M. Baxter (Chairperson)
Trustee D. Butler
Trustee R. Cacchioni
Trustee J. Fraser
Trustee C. Gorman
Trustee L. Mossman *(via teleconference)*
Trustee L. Tiede *(via teleconference)*

In attendance:

Staff:

K. Kaardal, Superintendent of Schools/CEO
E. Sadlowski, Secretary-Treasurer/CFO
T. Beaudry, Deputy Superintendent
L. Parker, Executive Assistant *(Recorder)*

Partner Group Representatives Attending:

COPAC Sarah Shakespeare, President *(arrived at 6:58)*
COPVPA Derek Lea, Economic Welfare
COTA Susan Bauhart, President
CUPE David Tether, President
DSC Keneisha Charles, Co-President

ORDER

The meeting was called to order at 6:02 pm.

AGENDA

Additions/Amendments/Deletions

Add 15. Board Correspondence Received:	P. Akins, October 5, 2018, Support for Second Cohort of French Immersion on the Westside J. Loepky, October 8, 2018, Support for Second Cohort of French Immersion on the Westside S. Kehler, October 9, 2018, Support for Second Cohort of French Immersion on the Westside D. McLaren, October 9, 2018, Support for Second Cohort of French Immersion on the Westside M. McLaren, October 9, 2018, Support for Second Cohort of French Immersion on the Westside L. Evans, October 9, 2018, French Immersion Middle Entry M. Aaserud, October 9, 2018, French Immersion in West Kelowna S. Neukomm, October 10, 2018, Westside French Immersion
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Main

18P-120

**MOVED by Trustee Butler, SECONDED by Trustee Fraser,
THAT: The Agenda for the October 10, 2018 Public Board Meeting be adopted as amended.
CARRIED**

MINUTES

Public Board Meeting – September 26, 2018

Main

18P-121

MOVED by Trustee Fraser, SECONDED by Trustee Butler,
THAT: The Minutes of the Public Board Meeting of September 26, 2018 be adopted as presented.
CARRIED
Abstained: Trustees Gorman and Mossman

CENTRAL OKANAGAN PUBLIC SCHOOLS – "INSIDE 23"

Okanagan Mission Secondary School – Quest BC

In Attendance:

Michael Dornian, Vice-Principal
Michael Ross, Teacher
Krista Marrs, Teacher
Josh Sundvick, Teacher Intern – UBCO
Kyle Arends, Teacher Intern – UBCO
Lauren King, Student
Yvonne Wood, Student

Quest BC is a pilot program, worth 28 course credits, offered in the first semester to Grade 11 students at Okanagan Mission Secondary School. Learning journeys will include visits to the Rockies, Tofino, Vancouver, UVIC, UBC, Whistler, Revelstoke and areas throughout the Central Okanagan. Lauren and Yvonne expressed their thoughts on the program and spoke of how beneficial it has been to the students.

A.S. Matheson Elementary School – Learning Commons

In Attendance:

Derek Lea, Principal
Monique West, Vice-Principal
Catherine Nickerson, Teacher
Mark Wells, Teacher
Andrea Minshull, Teacher
Aaron Veenstra, Teacher

The A.S. Matheson Library Learning Commons (LLC) is a gathering place for professional learning as well as a hub of inquiry for students of A.S. Matheson Elementary.

INTRODUCTION / RECOGNITION

Association of School Transportation Services of BC (ASTSBC) 2018 Special Needs Driver of the Year Award

In Attendance:

Gail Prokopchuk, Transportation Manager

The Board of Education recognized bus driver, Mike Radawetz, for receiving the Association of School Transportation Services of BC (ASTSBC) 2018 Special Needs Driver of the Year. Gail Prokopchuk, Transportation Manager, accepted the Board's thanks on Mike's behalf as he was unable to attend.

Premier's Awards for Excellence in Education Finalists

In Attendance:

Jim Laird, Principal, Rutland Middle School
Brad Kuhn, Vice-Principal, Mount Boucherie Secondary School
Carmen McDowell, Teacher, Rutland Middle School
Heather McIntosh, Teacher, Mount Boucherie Secondary School

The Board of Education congratulated two Central Okanagan Public Schools' teachers for being finalists for the Premier's Awards for Excellence in Education announced by the Minister of Education. Carmen McDowell was one of three finalists for Outstanding New Teacher for her work at Glenrosa Middle School. Heather McIntosh was one of three finalists for Technology and Innovation for her work at Mount Boucherie Secondary School.

6:52 pm: *The meeting recessed.*

6:58 pm: *The meeting reconvened.*

6:58 pm: *The COPAC President arrived at the meeting.*

PUBLIC QUESTION/COMMENT PERIOD

Terry Lum: Mr. Lum expressed his support for the recommendation before the Board on Westside Grade 4 Middle Entry French Immersion.

Dennis Kirkey: Mr. Kirkey read a letter of support from his daughter Ashley regarding moving École George Pringle grade 6 students to Glenrosa Middle School in 2019.

Dalyn Norgard: Ms. Norgard stated her support in moving grade 6 French Immersion students to Glenrosa Middle School in 2021.

Leslie Meyer: Ms. Meyer expressed her support of staff recommendation for Westside Grade 4 Middle Entry French Immersion.

Tara Walters: Ms. Walters expressed her support of the staff recommendation for Westside Grade 4 Middle Entry French Immersion.

TRUSTEES QUERIES/COMMENTS

- Trustee Butler stated that she was in attendance at the Black Mountain Elementary and Ellison Elementary schools' Parent Advisory Council Meetings for the catchment area presentations. She is looking forward to further discussions.
- Trustee Fraser asked for an update on the rainbow sidewalk at the School Board Office.
The Superintendent of Schools/CEO stated that staff were looking at dates in mid-October that will work for both trustees and students.

ACTION ITEMS

Westside Grade 4 Middle Entry French Immersion

Main

18P-122

MOVED by Trustee Gorman, SECONDED by Trustee Mossman,
THAT: The motions be severed and decided on an individual basis.
CARRIED

Main

18P-123

MOVED by Trustee Butler, SECONDED by Trustee Tiede,
THAT: The Board of Education open a Grade 4 middle entry French Immersion program at one of the northeast neighbourhood schools (Hudson Road Elementary School or Rose Valley Elementary School) in September 2019.

Amendment

18P-124

MOVED by Trustee Butler, SECONDED by Trustee Tiede,
THAT: The Board of Education open a Grade 4 middle entry French Immersion program at one of the northeast neighbourhood schools (Hudson Road Elementary School or Rose Valley Elementary School) in September 2019.
CARRIED

MAIN MOTION 18P-123 AS AMENDED BY 18P-124:

THAT: The Board of Education open a Grade 4 middle entry French Immersion program at Hudson Road Elementary School in September 2019.

CARRIED

Main

18P-125

MOVED by Trustee Mossman, SECONDED by Trustee Butler,

THAT: Students registered in the French Immersion program, within that school (Hudson Road Elementary School), transition to Glenrosa Middle School, for grade 6, in 2021.

CARRIED

Main

18P-126

MOVED by Trustee Butler, SECONDED by Trustee Fraser,

THAT: A consultation meeting with the school community be scheduled so that an implementation plan can be developed with staff, student and parent input.

CARRIED

Main

18P-127

MOVED by Trustee Gorman, SECONDED by Trustee Fraser,

THAT: Students in the first cohort of early entry French Immersion students will transition from École George Pringle Elementary School to Glenrosa Middle School, for grade 6, in 2021.

Amendment

18P-128

MOVED by Trustee Butler, SECONDED by Trustee Fraser,

THAT: Students in the first cohort of early entry French Immersion students will transition from École George Pringle Elementary School to Glenrosa Middle School, for grade 6, in ~~2021~~ 2019.

CARRIED

MAIN MOTION 18P-127 AS AMENDED BY 18P-128:

THAT: Students in the first cohort of early entry French Immersion students will transition from École George Pringle Elementary School to Glenrosa Middle School, for grade 6, in 2019.

CARRIED

It was decided that a review of transportation for specialized programs will be referred to the Planning and Facilities Committee for discussion.

PUBLIC QUESTION / COMMENT PERIOD

- **Leslie Meyer:** Ms. Meyer expressed her disappointment in the Board's decision to transition students from École George Pringle Elementary School to Glenrosa Middle School in 2019.
- **Shawna Geistlinger:** Ms. Geistlinger stated that she was hopeful for the Westside French Immersion program, and the potential to create innovative ideas to handle the transition of students from École George Pringle Elementary School to Glenrosa Middle School in 2019.
- **Tara Walters:** Ms. Walters queried if the current grade 5 and 6 students in École George Pringle Elementary School would transition to Glenrosa Middle School in 2019.
The Superintendent of Schools/CEO stated that the transition planning will begin shortly and those details will be communicated once decided.

INFORMATION ITEMS

Superintendent's Emergent Issues

The Superintendent of Schools/CEO stated that the Foundation Skills Assessments (FSA) are now underway. As the assessments are quite controversial due to the misuse of information by the Fraser Institute, the BC Teachers' Federation has a campaign to express concerns to parents via letter. The District sends a letter to parents to represent the Ministry policies and position

on the FSA. Parents who wish to exempt their children from the exams are to contact their schools. When this occurs, the District is responsible to follow due diligence with parents to ensure they have complete information on the assessments prior to exempting the children.

Sexual Assault Protocol

The Board reviewed the protocol.

Education and Student Services Committee – Recommendation to Reschedule Wednesday, December 5, 2018 at 6:00 pm

The Board also recommended that a General Affairs Committee Meeting be held at 4:00 pm on December 5, 2018.

Central Okanagan Public Schools Admin Procedures (Public)

The Board reviewed the information.

Catchment Area Review Dates with Parent Advisory Councils (PACs)

Bankhead Elementary School: October 15, 2018 at 6:30 pm

Watson Road Elementary School: October 26, 2018 at 8:45 am

Central Zone Family of Schools Learning Forum – October 23, 2018 at Kelowna Secondary School at 6:00 pm

The Board accepted the reminder.

Level 4 and 5 Field Study Summary – 2018/2019

The Board reviewed the information.

General Statement – September 26, 2018

The Board accepted the information.

BOARD CORRESPONDENCE

Sent: City of Kelowna, October 1, 2018, Distance of Retail Cannabis Sales Establishments from Schools
City of West Kelowna, October 1, 2018, Distance of Retail Cannabis Sales Establishments from Schools
District of Lake Country, October 1, 2018, Distance of Retail Cannabis Sales Establishments from Schools
District of Peachland, October 1, 2018, Distance of Retail Cannabis Sales Establishments from Schools

Received: S. Bridge, September 20, 2018, Support for Second French Immersion Cohort on the Westside
L. Feddersen, October 3, 2018, Catchment for Black Mountain Elementary School
T. Lum, October 3, 2018, Support for Second French Immersion Cohort on the Westside
P. Akins, October 5, 2018, Support for Second Cohort of French Immersion on the Westside
J. Loeppky, October 8, 2018, Support for Second Cohort of French Immersion on the Westside
S. Kehler, October 9, 2018, Support for Second Cohort of French Immersion on the Westside
D. McLaren, October 9, 2018, Support for Second Cohort of French Immersion on the Westside
M. McLaren, October 9, 2018, Support for Second Cohort of French Immersion on the Westside
L. Evans, October 9, 2018, French Immersion Middle Entry
M. Aaserud, October 9, 2018, French Immersion in West Kelowna
S. Neukomm, October 10, 2018, Westside French Immersion

Main

18P-129

MOVED by Trustee Butler, SECONDED by Trustee Fraser,

THAT: At the October 10, 2018 Public Board Meeting, the Board receive the correspondence listed above.

CARRIED

BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION

BCPSEA 2018 Fall Symposium

Date: Monday, November 5 to Tuesday, November 6, 2018

Location: Vancouver, BC

The BCPSEA 2018 Symposium: Insight and Opportunities, Human Resources in Education will be held Monday, November 5 and Tuesday, November 6, 2018 at the Coast Coal Harbour Hotel, 1180 West Hastings Street, Vancouver, BC. Typically Senior Human Resources staff, the Secretary-Treasurer and the BCPSEA Trustee representative attend.

BC SCHOOL TRUSTEES ASSOCIATION

BCSTA Trustee Academy

Date: Thursday, November 29 to Saturday, December 1, 2018

Location: Richmond, BC

FUTURE MEETINGS

REGULARLY SCHEDULED BOARD MEETINGS

Regular Public Board Meeting

Wednesday, October 24, 2018 at 6:00 p.m., Board Room Main at 1040 Hollywood Road

Inaugural Board Meeting

Wednesday, November 7, 2018 at 6:00 p.m., Board Room Main at 1040 Hollywood Road

BOARD STANDING COMMITTEE MEETINGS

Finance and Audit Committee

Wednesday, October 17, 2018 at 4:00pm, Board Room Main at 1040 Hollywood Road

Planning and Facilities Committee

Wednesday, October 17, 2018 at 6:00pm, Board Room Main at 1040 Hollywood Road

ADJOURNMENT: The Chairperson adjourned the meeting at 7:56 pm.

Chairperson

Secretary-Treasurer



Section Seven: Community Partnerships

705 703 – RELATIONS WITH PARENTS OF STUDENTS

Introduction

The Board of Education supports parent/guardian involvement in education.

Policy

1. As the Board believes that the best possible educational program for students will most likely be developed when parents/guardians and educators become partners, the Board encourages parent/guardian involvement in such activities as:
 - volunteer activities;
 - parent/teacher conferences;
 - school-based classroom visits as recommended approved by the Principal;
 - School Community Learning Plans;
 - school-based Parent Advisory Councils;
 - District Parent Advisory Council;
 - school or district-level committees/councils.
2. ~~The Board believes in and supports the following principles for the formation and operation of a school-based parent advisory council:~~
 - 2.1 ~~Parents/guardians of children in the school are full voting members of the parent advisory council.~~
 - 2.2 ~~Parent advisory councils are expected to operate in a democratic manner.~~
 - 2.3 ~~Parent advisory council meetings should be open to all parents/guardians of children at that school.~~
 - 2.4 ~~Parent advisory councils, in consultation with the principal of the school, shall develop bylaws governing their meetings and the business/conduct of their affairs; these bylaws should include a democratic procedure for the election of officers and a definition of the duties and powers of those officers.~~
 - 2.5 ~~Parent advisory councils may want to communicate with their members to gather and disseminate information. Therefore, where the communication is delivered via students, the communication shall:~~



Section Seven: Community Partnerships

- ~~2.5.1 — comply with PAC policy;~~
- ~~2.5.2 — be for legitimate PAC purposes;~~
- ~~2.5.3 — be non-discriminatory;~~
- ~~2.5.4 — be non-defamatory.~~

~~The principal or designate will review any open document to be sent home via students or through the district/school faxes, websites and/or e-mail, using the above criteria. If the principal deems the material does not adhere to the criteria and the PAC disagrees with the principal's decision, it will be referred to the Superintendent for a decision. If the Superintendent deems the material is inappropriate for distribution, the Board will be notified. As with all staff decisions, the parent may choose to appeal the decision to the Board.~~

~~At times the PAC may wish to communicate with its members other than through the above process. To facilitate this, the principal and the PAC shall develop a process to obtain parental consent for release of contact information to establish a distribution list.~~

- ~~2.6 — Each year the principal shall inform parents that they have the right to — participate in the existing parent advisory council, or that they have the — right to form one if none exists.~~
 - ~~2.7 — Applications to establish a parent advisory council shall be submitted to — the Board in accordance with the School Act.~~
 - ~~2.8 — Principals shall make a reasonable effort to inform parents of parent advisory council meetings through school newsletters.~~
- 2. At least two Parent/teacher conference schedules shall be established for each student during the course of the school year.
 - 3. Policy 390 – Conflict of Interest and Confidentiality will apply when parents/guardians are also employees of the School District.
 - 4. The Board realizes that not all decisions made by teachers or administrators will receive the full support of students or parents. Therefore, in the event that either party disagrees with the decision of a principal or a teacher, they shall be informed of their right to appeal using Appeals Bylaw 460 Policy 460 – Appeals.



Section Seven: Community Partnerships

Date Agreed: April 23, 1980

Date Amended: February 13, 1991; September 8, 1993;
September 25, 2002

Date Reviewed: November 13, 2002

Date Amended: February 11, 2004; June 22, 2016

Related Documents: School Act Sec. 8, Appeals Bylaw 460, Policy
710

AMENDMENT



Section Seven: Community Partnerships

704 – PARENT ADVISORY COUNCILS (PAC)

Introduction

The Board of Education supports the voice of parents/guardians as partners in education through the organization of Parent Advisory Councils (PAC).

Policy

1. The Board believes in and supports the following principles for the formation and operation of a school-based Parent Advisory Council:
 - 1.1 Parents/guardians of children in the school are full voting members of the Parent Advisory Council.
 - 1.2 Parent Advisory Councils are expected to operate in a democratic manner.
 - 1.3 Parent Advisory Council Meetings should be open to all parents/guardians of children at that school.
 - 1.4 Parent Advisory Councils, in consultation with the Principal of the school, shall develop Bylaws governing its meetings and the business and conduct of its affairs; including Bylaws governing:
 - a. democratic procedure for the election of officers and a definition of the duties and powers of those officers;
 - b. election by secret ballot of a member to represent the Parent Advisory Council on the District Parent Advisory Council (COPAC)
 - c. the dissolution of the Parent Advisory Council
 - 1.5 The Parent Advisory Council is expected to follow the Code of Ethics and Conflict of Interest Guidelines of BCCPAC. Board Policy 390 – Conflict of Interest and Confidentiality will apply when parents/guardians are also employees of the School District.
 - 1.6 Parent Advisory Councils may want to communicate with their members to gather and disseminate information. Therefore, where the communication is delivered via students, the communication shall:
 - 1.6.1 comply with PAC policy;
 - 1.6.2 be for legitimate PAC purposes;
 - 1.6.3 be non-discriminatory;
 - 1.6.4 be non-defamatory.



Section Seven: Community Partnerships

The Principal or designate will review any open document to be sent home via students or through the District/school faxes, websites, e-mail or digital communication, using the above criteria. If the Principal deems the material does not adhere to the criteria and the PAC disagrees with the Principal’s decision, it will be referred to the Superintendent of Schools/CEO for a decision. If the Superintendent of Schools/CEO deems the material is inappropriate for distribution, the Board will be notified. As with all staff decisions, the parent/guardian may choose to appeal the decision to the Board.

At times, the PAC may wish to communicate with its members other than through the above process. To facilitate this, the Principal and the PAC shall develop a process to obtain parental/guardian consent for release of contact information to establish a distribution list or an alternate communication mechanism.

- 1.7 Each year the Principal shall inform parents/guardians that they have the right to participate in the existing Parent Advisory Council, or that they have the right to form one if none exists.
- 1.8 Applications to establish a Parent Advisory Council shall be submitted to the Board in accordance with the *School Act*.
- 1.9 Principals shall make a reasonable effort to inform parents/guardians of Parent Advisory Council meetings through school newsletters.



Section Seven: Community Partnerships

705 – DISTRICT PARENT ADVISORY COUNCIL (COPAC)

Introduction

The Board of Education supports the voice of Parent Advisory Councils as partners in education through the organization of the District Parent Advisory Council known as the Central Okanagan Parent Advisory Council (COPAC).

Policy

1. COPAC may advise the Board on any matter relating to education in the School District.
2. The Board believes in and supports the following principles for the formation and operation of the District Parent Advisory Council (COPAC).
 - 2.1 A District Parent Advisory Council must make bylaws governing its meetings and the business of its affairs, including bylaws governing the dissolution of the Council.
 - 2.2 Each school-based Parent Advisory Council in the District may elect annually one of its members to be its representative on the District Parent Advisory Council for the term of not more than one year.
 - 2.3 The District Parent Advisory Council is expected to follow the Code of Ethics and Conflict of Interest Guidelines of BCCPAC. Board Policy 390 – Conflict of Interest and Confidentiality will apply when parents/guardians are also employees of the School District.
 - 2.4 Trustees and the Superintendent of Schools/CEO or designate may attend any meeting of the District Parent Advisory Council (COPAC).

Date Agreed:
Date Amended:
Related Documents:



“Together We Learn”

Section Four: Students

420 – ADMISSION OF INTERNATIONAL EDUCATION STUDENTS

Introduction

While the Board of Education's primary mandate is to provide instruction for students of school age who are resident with their parents or legal guardians within the Province of B.C., instruction may be provided to international students who are participating in a Board recognized international education program.

The Board recognizes the value of international educational opportunities for students and teachers which promote growth in global understanding and encourage opportunities for students and teachers to gain insights into the attitudes, beliefs and lifestyles of other cultures. By integrating international students into the education system, students interact and learn from each other. This increases multicultural understanding within our community and also strengthens ties between countries.

Policy

International Students – Fee Paying

1. The Board has established a department of International Education to promote its International Student Program. The responsibilities of the department may include: recruitment, student homestay placements and collection of fees.
2. The International Education Department will establish the tuition fees annually. Substantial changes to the fee structure requires the approval of the Board of Education.
3. The Board reserves the sole right to determine entry to an educational program and expects the following to be in order prior to registering an International Student in School District No. 23:
 - 3.1 Acceptance Information
 - 3.1.1 The application form, custodianship forms and any other necessary forms must be fully completed before a Letter of Acknowledgement will be provided.



“Together We Learn”

- 3.1.2 There must be sufficient space in the immediate and projected (three year) future to accommodate the student or students.
 - International students cannot be placed on a school wait list
- 3.1.3 International students studying at secondary schools may be admitted in September and February. International students studying at the elementary and middle school level may be admitted in September and January. The Superintendent or designate may determine the beginning and end date of a short program based on duration of program, student age, program size, and impact on school facilities.
- 3.1.4 International students are required to purchase Medical Insurance through the District Provider(s). Students may purchase, at their own cost, additional health insurance beyond what is required by the province and the district.
- 3.1.5 The student's competence in English (oral, reading and writing) must be sufficient to deal with regular classroom instruction. If, after initial assessment, it is determined that the student's English proficiency is low and appropriate support for English Language Development is not available at the requested school, the School District reserves the right to place the student in a school which has an appropriate program.
- 3.1.6 All International Students will be placed according to their age. However, the Superintendent or designate may determine the grade placement of a student based on date of birth, official school transcripts, assessment results and previous school experience. The District then reserves the right to place a student in the school with the most appropriate program and available space.
- 3.1.7 Long term international students between the ages of 11 and 18 (Grades 6 – 12), on a study permit, will be permitted to study while living in homestay placements. Long term international students between the ages of 5 and 10 (K – Grade 5), on a study permit, must live with an appropriate family member who is permanently residing in the district for the duration of the study permit, to participate in the International Program.
- 3.1.8 Students between the ages of 11 and 18 (grades 6 – 12) may participate in short term study programs from 2 weeks to 4 months while living in a homestay placement. Students between the ages of 5 and 10 must live with an appropriate family member residing in the district for the duration of the short program.



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- 3.1.9 To be accepted into the School District, all international students under the age of 19 must have an approved adult custodian unless they are living with their parents or legal guardian.
- 3.1.10 When an applicant satisfactorily meets all the Board and International Student program conditions, pays all the necessary fees and is accepted for admission to School District No. 23, a Letter of Acceptance signed by the Superintendent of Schools or designate will be issued. Upon receipt of this letter, students may then approach Citizenship and Immigration Canada to seek a Study Permit. The necessary form, issued by Citizenship and Immigration Canada, must show the student's name on the permit and is valid only to the expiry date and school listed on the form.

3.2 Fees

- 3.2.1 The fees charged for each approved international student to be registered in School District No. 23 will be sufficient for the Board to cover all costs associated with the student's program. The Board will not permit a Letter of Acceptance to be provided or an international student to enrol without paying the established fees.
- 3.2.2 The Board may refund:
- the full fee (less the application fee) if Immigration Canada does not approve the Student Authorization Application. Refund requests should include the Letter of Acceptance and a copy of the formal letter of rejection from Immigration Canada;
 - two thirds (2/3) of the tuition fee if the student withdraws or changes their immigration status prior to the commencement of the program;
 - one half (1/2) of the tuition fee if the student withdraws or changes their immigration status before one calendar month of the program has elapsed.
- 3.2.3 The Board will not refund tuition fees if the student:
- withdraws after the first calendar month of the program;
 - is dismissed from the program due to violation of school rules and regulations or Canadian Laws;



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- is found to be in violation of school or program rules and the school Code of Conduct (i.e. e.g., chronic absenteeism, consuming alcohol, smoking/vaping, consuming cannabis products or other drugs).

3.2.4 All requests for refunds must be made in writing through the International Education Program office.

3.3 Homestay

3.3.1 Prior to admittance of any international student to the School District, the Board requires the student to be in a homestay approved by the Department of International Education or to be living with their parent(s) or custodian approved by the parent(s) with appropriate legal documentation.

3.4 Continued Enrollment

3.4.1 The Board requires that international students must comply with the Code of Conduct of the school, School District Policies and Practices, Canadian Law, as well as any other established guidelines to maintain continued enrolment.

3.4.2 Other enrolment requirements, as established from time to time by the Board, must be met.

4. Additional Information

4.1 The Board will not be responsible for travel arrangements, accommodation or medical expenses.

Date Agreed: November 10, 1981;
Date Amended: June 23, 1982; September 24, 1986;
October 26, 1988; May 9, 1990; March 9, 1994;
May 10, 1995; June 12, 1996;

Date Reviewed/Amended: November 13, 2002
Date Amended: June 28, 2006, May 12, 2010;
November 12, 2014
Related Document: School Act Sec. 82



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Section Four: Students

455R – DISCIPLINE (REGULATIONS)

1. Code of Conduct

- 1.1 The code of conduct must be distributed to the staff, students and parents at the beginning of each school year and at regular intervals through the year.
 - 1.1.1 Students enrolling at the school during the year shall be provided with a copy of the school code of conduct.
 - 1.1.2 Staff joining a school during the school year shall be provided with a copy of the school code of conduct.
- 1.2 Every student shall be subject to the code of conduct.
 - 1.2.1 Principals will ensure, where appropriate, that special needs students who violate the code of conduct are referred to the school-based team, and that the code of conduct (including consequences) is applied to them in a manner that reflects their intellectual, physical, sensory, emotional or behavioural abilities.
- 1.3 Principals shall ensure that the school code of conduct is displayed in a prominent area of the school.
- 1.4 The principal may include, in the code of conduct, examples of possible action to be taken for a student who does not adhere to the code.
- 1.5 The code of conduct must indicate that students may be disciplined for violations which occur going to and from school, off school property (and outside of regular school hours), if such violations adversely affect students or the operation of any school.
- 1.6 Principals shall include and address the following list of violations and information on serious violations in the school's code of conduct.

To be included and addressed in the school's code of conduct:

- **Attendance**

Every student shall be required to attend school on each prescribed school day and shall not leave school without authorization (as determined by the school's code of conduct).



Section Four: Students

- **Truancy**
A student who is truant on a frequent basis may be definitely suspended.
- **Smoking/Vaping**
By provincial law, smoking/vaping is not allowed in any school buildings, or on school property. A student found smoking/vaping may be definitely suspended. A condition of return to school will be a conference between the parents/guardians, the student and the principal. See Policy 640: *District Smoke-Free Environment*.
- **Cannabis Products**
Smoking Cannabis or consuming cannabis products on school property is illegal. A student consuming cannabis or under the influence of cannabis products may be definitely suspended.
- **Alcohol**
A student consuming or possessing intoxicating liquor on the school premises or at a school function on/off school premises may be definitely suspended.
- **Failure of a Student to Apply Him/Herself to Their Studies**
Where a student 16 years of age or older repeatedly fails to apply him/herself to their studies, as set out in the School Act, Section 85(3), that student may be indefinitely suspended.
- **Language**
A student who uses inappropriate language may be definitely suspended.
- **Student Dress**
Students must dress appropriately for school and school events, as determined by the Principal in consultation with the Parent Advisory Council and staff.
- **Wilful Disobedience**
A student who is wilfully disobedient to a teacher or any other employee of the Board of Education carrying out responsibilities approved by the Board may be definitely suspended.



Section Four: Students

- **Repeated Violations of Smoking/Vaping, Alcohol Abuse, Truancy or Inappropriate Language**

A student may be indefinitely suspended.

- **Bomb Threat**

A student involved in a bomb threat may be indefinitely suspended.

- **Drugs**

The possession or exchange of drugs is illegal and is known to have harmful effects on health. No student may come to school having consumed drugs, consume drugs at school, exchange or possess drugs while attending school or a school-sponsored activity.

A student involved in the possession, exchange or use of drugs other than those medically prescribed for the student's use, on school premises or at a school function on or off school premises, may be indefinitely suspended.

- **Vandalism, Violent Behaviour, Assault or Intimidation (Bullying)**

A student involved in vandalism, violent behaviour, assault or intimidation may be definitely or indefinitely suspended.

- **Possession of Weapons**

Use of a weapon or any implement used as a weapon is prohibited.

A student in the possession of a weapon may be definitely or indefinitely suspended.

- **Student Use of Electronic Communication and Social Media**

Use of electronic and social media communication which violates the terms outlined in Policy 486 – *Student Use of Electronic and Social Media Communication*, the Student Network Account and Internet Agreement, or the school's Code of Conduct may result in serious consequences including definite or indefinite suspensions and/or police intervention.

- **Serious Violations are those which:**

- a. occur repeatedly;
- b. may be dangerous to the safety of students, teachers and staff;
- c. may cause health hazards;
- d. may constitute criminal acts;
- e. may lead to indefinite suspensions.



Section Four: Students

- **Discrimination or similar acts as defined by the BC Human Rights Code.**

- Any participants (students, staff, parents or visitors) in school business, activities or events shall conduct themselves in a manner that does not contravene the BC Human Rights Code and its basic principles of respect and fairness.
- No person shall discriminate against another person(s) either within the school environment or through the school system and its related function through publication or in accommodation, service or facility.

- 1.7 Principals shall ensure school codes of conduct are reviewed on an annual basis with staff, parents and students to assess the effectiveness of the code of conduct in addressing current school safety issues.

2. Breaches of the Code of Conduct

- 2.1 Students who do not abide by the code of conduct may be subject to disciplinary measures.
- 2.2 The principal must use discretion in determining the seriousness of the situation and in deciding upon consequences. This must include consideration of the student's age, maturity, and special needs, if any. The principal must also ensure appropriate supports are provided to students who violate the code.
- 2.3 The following circumstances will be reported to the RCMP, as well as the student's parents, if there is sufficient evidence that a student while under school supervision:
- is in possession of or is trafficking an illicit drug, or
 - has violated a federal or provincial statute.
- 2.4 Any person reporting an incident or suspected incident shall be protected as much as possible from retaliation.

3. Suspensions

A suspension is a removal of a student's right to attend regularly scheduled instructional sessions. All suspensions must be immediately reported to the parents or guardians. School personnel may not discharge a student from the school until a parent/guardian, a designate of a parent/guardian or a representative from the Ministry of Children and Family Development is prepared to assume responsibility for the student. During the period of a suspension, principals shall ensure that suspended students are provided with appropriate schoolwork.

Whenever possible and appropriate, consequences for contraventions of the code of conduct shall be restorative in nature rather than punitive.



Section Four: Students

Suspensions may be either:

Definite – up to and including ten school days. Definite suspensions are the responsibility of the school-based administrator, or

Indefinite – in excess of ten school days. Indefinite suspensions must be referred to the Board's District Suspension Review Committee.

Suspensions, both definite and indefinite, may have one or more of the following objectives to:

- improve and/or correct student behaviour;
- deter other students from similar behaviour;
- plan proactive educational interventions;
- clarify and solve problems;
- protect the suspended student and/or other students/staff from dangerous behaviours;
- provide or develop restorative justice opportunities.

- 3.1 Principals may suspend a student when he/she concludes that a student fails to comply with the school's code of conduct.
- 3.2 The principal may remove a suspension he/she has imposed on a student.
- 3.3 At all levels of the suspension process parents may seek help from an advocate.
- 3.4 The Principal must send a suspension letter to the parent or guardian of the student, and a copy to the Chairperson of the District Review Committee, outlining the type of incident and the duration of suspension. When an indefinite suspension has been applied, the principal shall append to the letter to the parent/guardian an information sheet (Form 455.1) provided by the chairperson of the District Suspension Review Committee which explains the purpose of the Committee, the agenda for the meeting, the right of the parent/guardian to invite a family advocate, and the right of the parent/guardian to appeal decisions to the Board.
- 3.5 As soon as is practicable after receipt of an indefinite suspension report the District Suspension Review Committee will meet to review the suspension. This meeting will take place after a minimum of ten school days from the date of the suspension.

4. Records

To ensure appropriate tracking and due process, the principal must record:

- 4.1 the date or dates warnings were given, the reasons for the warnings and actions taken by the school;



Section Four: Students

- 4.2 arrangements have been made for interviews with the parents/guardians and the dates on which the interviews have been held; and comments made by parents.

5. District Suspension Review Committee

- 5.1 The District Suspension Review Committee, as authorized by Policy 170, shall comprise two members:
- the Superintendent of Schools (or designate) as chairperson; and
 - a trustee.
- 5.2 The Superintendent (or designate) shall convene a meeting of the District Suspension Review Committee, as soon as may be practical, to discuss an indefinitely suspended student.
- 5.3 The principal (or designate), the student, along with his/her parent/guardian and/or advocate, and an interpreter/translator, if necessary, shall be invited to meet with the committee to discuss the suspension.
- 5.4 The District Suspension Review Committee may not meet unless both the suspended student and a parent/guardian are present.
- 5.5 The committee shall develop and implement recommendations concerning the education, health, and welfare of the suspended student.
- 5.6 Parents/guardians shall be fully informed, in writing, of their right to appeal any recommendations of the District Suspension Review Committee directly to the Board (as per Appeals Policy 460), and to their rights to have a family advocate(s) present at the meeting.

Date Agreed: November 13, 2002

Date Amended: June 11, 2003; June 23, 2004; May 11, 2005; December 6, 2007;
June 10, 2009; November 26, 2014

Date Reviewed:



(This form is to
be used
whenever

TRANSPORTATION OF SCHOOL DISTRICT NO. 23 STUDENTS VEHICLE USE AND AUTHORIZED DRIVER'S STATEMENTS

volunteer drivers are used to transport students for school activities.)

NOTE:

- In School District No. 23, students are NOT permitted to drive other students to or from activities during school hours.
- Field trips for primary students should be planned using only School District transportation services, or where applicable, private coach lines.
- In cases of emergency or illness, staff are permitted to transport any student provided the vehicle has the appropriate restraining device for the student.
- Only those persons with a valid British Columbia Driver's License and current British Columbia Insurance are permitted to transport School District No. 23 students.

VEHICLE OWNER, LESSEE OR RENTER STATEMENT

I hereby state that:

- I am the registered owner or lessee or renter (**circle one**) of the following vehicle which will be used to transport students as part of an authorized field trip:
Make _____ Year _____ Model _____ License No. _____
- The vehicle is insured to at least **\$1,000,000** liability for all persons who will be driving the vehicle.
A copy of the entire vehicle British Columbia Certificate of Insurance (and rental agreement if applicable) is attached hereto.
Insurance expiry date _____ (D/M/Y)
- The vehicle is in safe operating condition.
- The number of passengers (excluding the driver) who can be safely carried using seat belts is _____.
- As owner or lessee or renter of the above vehicle, I give permission for the following person other than myself to drive the vehicle for the purpose of transporting students on an approved field trip.
Name _____ Age _____ ('N/A' if these do not apply)

Your name (please print) Your Signature Date

DRIVER'S STATEMENT

- I have a valid British Columbia driver's license, a photocopy of which is attached hereto.
- I certify that I have no moving violations, no impaired driving charges and no criminal charges related to a motor vehicle, in the past 24 months.
- As a volunteer driver of students to a school activity, I will refrain from consuming alcohol, cannabis products, or any other intoxicating substance before or during the activity.
- I will wear a seat belt and will require all passengers to wear a seat belt at all times.
- I will not permit a child under the age of 9 as a passenger.**
- I will not permit a child under 13 years of age to occupy the front passenger seat of a vehicle equipped with a passenger seat air bag.
- I will use this vehicle only as indicated within the manufacturer's guidelines (e.g. air bags, 4-wheel drive, etc.) and maintain the vehicle in a safe operating condition, equipped with tires appropriate for the driving conditions.
- I will travel by the most direct route to and from the destination as specified by the teacher or principal in charge of the activity.
- I understand that from the time of departure to the time of return to the school, I am subject to the principal's and supervising teacher's authority, and will transport students only as specified.
- I authorize a Criminal Record Check, if required.

I have the following driving convictions and violations (include all): _____

Driver's name (please print) Driver's Signature Date

PRINCIPAL PERMISSION FOR TRANSPORTATION OF STUDENTS

Authority is given to the above volunteer driver to transport students in the vehicle described above under the stated conditions.

Principal's Signature Date

Date Agreed: November 13, 2002

Date Amended: October 28, 2004, April 20, 2005, July 12, 2005, August, 23, 2005

April 19, 2011; June 24, 2015

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Form 525.3

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Section Six: School District Facilities

640 – DISTRICT SMOKE, VAPOR AND CANNABIS FREE ENVIRONMENT

Introduction

The Board of Education believes that:

- Tobacco use, vaping, e-cigarettes, or consuming or smoking cannabis products presents a danger to the health of students and adults;
- instruction about the hazards of tobacco use, vaping, e-cigarettes, or consuming or smoking cannabis products should be provided to students;
- a smoke-free, ~~and~~ tobacco-free, vapor-free, and cannabis-free working and learning environment on School District property is required by Provincial law;
- ~~e-cigarettes may influence impressionable youth and therefore affect students' decisions as to whether they choose to use tobacco by renormalizing smoking in the school environment;~~
- cannabis products, including edible products, may negatively impact a student's ability to learn effectively;
- vapor products often contain nicotine or caffeine and can become habit forming.

Policy

1. There will be no use of tobacco, vaping, or e-cigarettes, or consuming or smoking cannabis products on any ~~School District No. 23 Central Okanagan Public School~~ property, within any ~~School District No. 23 Central Okanagan Public School~~ building, or within any Board owned or leased vehicle.
2. All school grounds, buildings and vehicles shall be non-smoking ~~and~~, tobacco-free, vapor free, and cannabis products free areas at all times, including evenings and weekends.
3. All schools shall include the School District's and school's expectations regarding tobacco, vaping, e-cigarettes, and cannabis use in their Code of Conduct (see Board Policy 455 – Discipline).
4. Instruction on the hazards of tobacco, vaping, e-cigarettes and the risks of cannabis products use will be provided for students in the elementary, middle and secondary schools.



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Section Six: School District Facilities

5. The only exemption to the District Smoke, Vapour and Cannabis Free Environment Policy shall be the approved ceremonial use of tobacco with recognized ceremonies.

AMENDMENT

Date Agreed: April 10, 1991

Date Amended: December 11, 1991; January 12, 1995;
May 23, 2001

Date Reviewed/Amended: November 13, 2002

Date Re-write/name: April 25, 2007

Date Amended: June 22, 2011; November 12, 2014

Related Document: Policy 455



Section Six: School District Facilities

650R – PUBLIC USE OF SCHOOL FACILITIES (REGULATIONS)

1. User Groups

The following identifies the different user groups for the purpose of the Schedule of Rental Fees (Appendix 650A).

- **Group A - Youth/Adult Non-Profit Organizations**
Scouts Canada, Girl Guides of Canada, minor league sports teams whereby all instructors and leaders are volunteers.
Adult meetings of youth organizations, youth activities or courses, adult sports programs or adult recreational teams, private youth recreational activities, registered charitable non-profit organizations and PAC-sponsored events.
- **Group B - Profit Organizations or Commercial Activity**

2. Rental Facilities

For rental purposes, school facilities will be grouped in the following categories:

- gymnasiums - includes auditoriums and theatres;
- classrooms, cafeterias, libraries and school multi-purpose rooms;
- Hollywood Road Education Services conference/meeting rooms;
- playing fields - includes any or all parts of the school grounds.

3. Rental Conditions

- 3.1 All agreements must be signed and paid for before the start of the rental agreement.
- 3.2 Longer term agreements must pay monthly in advance.



Section Six: School District Facilities

"Together We Learn"

- 3.3 All groups, with the exception of Youth Activities, preschool and after-school care, must start after 4:00 p.m.
- 3.4 The school district calendar runs July - June; therefore all agreements must end by June 30 and be renewed for the next calendar year.

4. Facility Charges

Current charges are outlined in 650A.

4.1 Administration Fee

An administration fee for each rental agreement (per school) will be charged to all users. A rental agreement that involves more than one school site will be considered a separate agreement for each location.

4.2 Cancellation Fee

A cancellation fee (with more than 72 hours' notice) per rental agreement (per school, per time slot) will be charged to all users who cancel agreements after they are initiated. A rental that involves more than one location requires a separate rental agreement for each location. Rental fees will not be refunded should the cancellation be less than 72 hours' notice.

4.3 Rental Refund

Should the school district cancel a rental period, the renter will be refunded the rental fee for that period and any related custodial charges.

4.4 Weekend and After Hours Surcharge

There will be a surcharge for the opening of a facility on a Saturday, Sunday or holiday.

4.5 Preschool Operation

There will be a monthly charge, per classroom, for preschools operating during school hours.

4.6 After-School Care

There will be a monthly charge, per classroom, for after-school care operating between the hours of 2:30 p.m. and 6:00 p.m.



Section Six: School District Facilities

4.7 Waiver of Fees

Providing that there are no custodial or security cost requirements, rental charges and administration fees are waived for school extra-curricular activities, meetings of COPAC, COTA, CUPE, COPVPA, PAC and School Planning Councils, school fund-raising events, PAC fund-raising events, staff activities and school-based groups.

4.8 Lining of Fields

When an outside agency requires a school field be lined, the full fee, as set from time to time by the Board of Education, will apply.

5. Custodial Rates

In the event that custodial security is required, the rates as set out in 650A will apply.

5.1 After normal custodial hours from Monday - Friday and during the months of July and August, there will be a charge per hour (minimum four-hour call-out in July and August).

5.2 On Saturdays and Sundays there will be a charge per hour for a custodian (minimum four-hour call-out).

6. Equipment Use

6.1 Use of equipment within the school facilities will be at the discretion of the principal of the school.

7. Special Regulations

7.1 The Board reserves the right, on application, to waive or adjust the rental fees.

7.2 The Superintendent of Schools, in consultation with the principal concerned, may vary or waive the prescribed rental fee when they wish to foster good school / community relations.



Section Six: School District Facilities

"Together We Learn"

8. Supervision and Clean-up Charges

- 8.1 A school district employee must be on site at all times during the rental period for all after-school uses of a school building, but the organization authorized to use the facilities shall assume full responsibility for supervision of the activity.
- 8.2 No direct payment to school district personnel is to be made by the organization for the use of the facilities.

9. Terms and Conditions

- 9.1 All rentals of school facilities shall be covered by the prescribed rental agreement and administered through the office of the Secretary-Treasurer.
- 9.2 Any damage to school district property will be repaired by the school district at the expense of the organization using the facilities.
- 9.3 No sprinklers and other irrigation equipment can be moved or tampered with.
- 9.4 School equipment shall not be removed without special agreement.
- 9.5 No school buildings shall be used for dances, unless they are school dances sponsored by the school or parent advisory council.
- 9.6 No alcohol, cannabis product use, smoking or vaping are permitted in any part of the school buildings or anywhere on school property (Policy 640: Smoke-Free Environment).
- 9.7 The principal of the school concerned shall be consulted before any rentals are finalized.
- 9.8 Any organization or commercial enterprise wishing to use a school, or intending to put on a show in conjunction with a school, will be referred to the Secretary-Treasurer or designate before commitments of any nature are made.



Section Six: School District Facilities

- 9.9 Any film production company requesting access to our facilities for filming purposes must contact the School District No. 23 Rental Department (at least 30 days prior to filming), and provide a copy of the script and specific filming requirements. Prior to approval, the Secretary-Treasurer or designate will review the script to ensure that the contents are respectful of the values of School District No. 23 (Central Okanagan). The Secretary-Treasurer or designate will also determine if the District is able to accommodate filming requirements. Upon receiving approval for filming, the production company must meet with the site-based administrator/supervisor to ensure filming will not interfere with student learning or staff responsibilities. Prior written approval must be obtained and submitted to the school Principal for any students or staff involved in the production of the movies.

Date Agreed: April 23, 1980

Date Amended: November 14, 1984; December 9, 1987; June 29, 1989;
January 10, 1996; June 11, 1997; May 8, 2002;

Date Reviewed/Amended: November 13, 2002; June 25, 2014;

Date Amended: May 26, 2004; September 27, 2007; November 12,
2008; June 24, 2009; June 26, 2013

Related Document: 650, 650A



Section Two: School District Administration

205 – EVENT PROTOCOLS

Introduction

In order to facilitate and ensure positive external and internal communications among Central Okanagan Public Schools, the Board of Education and the Central Okanagan community, the Board will adopt appropriate protocols to events organized by schools and the District.

To support and promote effective two-way communication between members of the Central Okanagan Public Schools educational community, citizens of the Central Okanagan and elected representatives, the Board will adopt appropriate event protocols and ensure they are communicated and implemented consistently when school and District events are being organized.

Policy

1. The Superintendent of Schools/CEO or designate, and Principal, along with the Communications Advisor, will be given the responsibility to develop, organize and implement the protocols for each event. This will involve the preparation of the agenda, the determination of the platform party, introductions and a speakers' list. Consultation with the Board Chairperson will occur. Consultation with the Ministry of Education will also occur in events celebrating and/or announcing Ministry funded programs such as school openings.
2. All school and/or District events will be hosted and emceed by the school or District administrator (or designate) responsible for the District program and/or school. All school and/or District public events shall begin with Acknowledgement of Territory.
3. All Trustees shall be invited to attend and participate in significant school or District events including new school openings, award nights, and commencement exercises, or community information events. It is also expected that event organizers also extend an invitation to the Superintendent of Schools/CEO, Deputy Superintendent and Assistant Superintendent responsible for the family of schools, to attend all such events.
4. Event Protocols will vary depending on the purpose, nature and involvement of individuals in the particular event. Accordingly, in the planning for the event, consultation between the school/District administrator, the Communications Advisor and the Superintendent of Schools/CEO or designate will occur to determine the order of introductions and speakers and this information will be communicated to the platform party prior to the event occurring.
5. When organizing an event within the District schools, the introductions will take place in the following order and the following order of speakers shall also be followed:
 - a. Board Chairperson (in the absence of the Board Chairperson, the Trustee liaison for that school or designate)
 - b. Superintendent of Schools/CEO and/or designate
 - c. Principal and/or Vice-Principal



Section Two: School District Administration

"Together We Learn"

6. Organizations wishing to present, celebrate or make an announcement at a District or school event, must inform, request approval from the District and work with the District staff to plan the event including the order of speakers.
7. Seating should be arranged for the platform party so that the most senior dignitary is closest to the podium at all times. As audience members, dignitaries should be provided with reserved seating in the front row.
8. Trustees should be issued invitations to school and District events as soon as practically possible, preferably two weeks prior to the school event. Invitations to Trustees should be issued by an individual invitation and sent to the District office.
9. The office of the Superintendent of Schools/CEO shall be contacted if a speaker is required at the school and/or District event.
10. In circumstances where no Trustee is able to attend, the emcee will be advised to express regrets on behalf of the Board.

Special Events

1. During special events, the individuals listed will be introduced in the following order:
 - a. Queen's representative
 - b. Board of Education Chairperson
 - c. Members of the Senate representing British Columbia
 - d. MPs (cabinet members first) in order of precedence
 - e. All MLAs in attendance (cabinet members first) in order of precedence
 - f. Civic Official (Mayor or designate)
 - g. Trustees and Civic Councillors
 - h. Senior staff from the Central Okanagan Public Schools
 - i. Senior bureaucrats and head of other organizations
 - j. Prominent community members

In the majority of cases, the Board of Education Chairperson will speak first and other speakers will follow as outlined in the speaker's list.

2. While rare, Boards of Education or schools may be included in royal visits, including visits by the Governor-General of Canada and/or British Columbia's Lieutenant Governor, the Prime Minister, Premier, senior cabinet ministers or other prominent dignitaries. In such circumstances, the formal protocol of either the Government of Canada or Province of British Columbia takes precedent. Information on appropriate protocols in these special circumstances can be obtained from the Government of Canada and Province of British Columbia protocol offices. The office of the Superintendent of Schools/CEO must be contacted in these instances. It is expected that event organizers will ensure that Trustees are properly introduced and recognized.



Memorandum

Date: October 24, 2018
To: Board of Education
From: Eileen Sadlowski, Secretary-Treasurer/CFO
Prepared by: Rhonda Ovelson, Assistant Superintendent

Action Item: Urban Aboriginal Head Start Preschool

1.0 ISSUE STATEMENT

The Central Okanagan Public Schools Early Learning Team has been working alongside the Suxkenxitluk kl cecamala ("those who care for the children") Aboriginal Early Years Table and, together, have been exploring ways to enhance transitions for families in more culturally responsive and more culturally safe ways. As part of this work together, the Metis Society is requesting to partner with Central Okanagan Public Schools in order to build an Urban Aboriginal Head Start Preschool Program in the Rutland area.

2.0 RELEVANT BOARD MOTION/DIRECTION

Policy 701 – Early Years Partnerships

The Board of Education recognizes the importance of the early years and the shared responsibilities in ensuring a safe and optimal transition from home to school for our earliest learners.

The Board of Education believes that certain opportunities which provide for partnerships between the community and schools are beneficial to student success. Partnerships which enhance the preschool years and support all facets of early learning development (social, emotional, physical, creative and intellectual development) are important to the Board.

3.0 BACKGROUND

In 2005 the Board of Education approved, Policy 701 (then titled, Preschool Partnerships and Other Childhood Opportunities) and in an effort to provide early learners with enriched opportunities space was located for preschools and a lease agreement was created for private operators. Eleven preschools were opened in schools at that time. This paved the way for a seamless introduction of the StrongStart Program into an already robust early childhood infrastructure. The first StrongStart Centre was opened at A.S. Matheson Elementary School in 2007, two more opened in 2008, four more in 2009, and the eighth opened in 2011.

The benefits of having both StrongStart and Preschool Early Learning Programs on site were quickly realized by school staffs. School and early childhood education partners continue to support transition in many ways. Three and four year olds attending preschool programs in schools access the school facilities during the day and routinely visit Kindergarten classrooms. Becoming familiar with the school environment, its physical space, the people

and sounds within it, supports our early learners socially and emotionally, helping to build their readiness to begin Kindergarten and their self confidence in making this transition.

Partnerships have now grown to include thirteen preschools, nested in Central Okanagan Public Schools, and eight StrongStart programs; all are thriving. Numerous new partnerships have also formed (Peetigway Family Centre, Pearson Family Hub, Ki-Low-Na Friendship Centre, Out of School Care Programs, Mother Goose, etc.). Connections with local childcare providers, child development centers and family support services have also continued to grow.

In 2016, Policy 701 was re-written to reflect this expanded mandate. The *Early Years Partnership Committee*, "which includes trustees, parents, teachers, principals/vice-principals, district staff, child advocacy agencies, and health and childcare providers promotes and coordinates the ongoing expansion of early childhood opportunities (including daycare, preschool, StrongStart, and out of school care), in adherence with Board of Education policies and procedures". The committee is currently collaborating to gather feedback from parents, children, community partners and educators in an effort to co-plan even more responsive transition practices for all families.

Knowing that there is a need to build more culturally responsive transition practices for Aboriginal families in the Central Okanagan, the Early Learning Team has worked alongside the Suxkenxitluk kl cecamala ("those who care for the children") Aboriginal Early Years Table and, together, have been exploring ways to create culturally safe transitions practices. As part of this work together, the Metis Society is requesting to partner with Central Okanagan Public Schools in order to build an Urban Aboriginal Head Start Preschool Program in the Rutland area.

The Aboriginal Head Start in Urban and Northern Communities (AHSUNC) Program created in 1995 is a national community-based early intervention program. Indigenous community organizations design and deliver holistic programs to enhance the spiritual, emotional, physical and social wellbeing of Indigenous children aged 0-6 and their families while supporting their parents and guardians as their primary teachers.

The program targets three distinct groups of Indigenous people living in urban and northern communities: First Nations, Métis and Inuit. In recent years, the program reach has ranged from 4600-4800 children annually at 134 sites across Canada.

AHSUNC sites typically provide programs for Indigenous children (3-5 years of age) focused on six program components: Indigenous culture and language; education and school readiness; health promotion; nutrition; social support; and parental involvement. These are intended to work holistically to support Indigenous children's early childhood development and well-being, and prepare them for a successful transition to school.

4.0 POINTS FOR CONSIDERATION

The partnership proposal involves signing a five or ten year partnership agreement. In doing so, the Metis Society is able to apply for a capital grant to purchase a portable and have it placed on a school site. Accessibility of the program, community need and site/facility space are all considerations for placement of this program.

The area where the program would serve the largest number of Urban Aboriginal families is in Rutland. Some of the Rutland schools have available space to accommodate both enrolment growth and the program.

RUTLAND AREA ELEMENTARY SCHOOLS	# Aboriginal students in attendance	# available classrooms	Nominal Capacity (see Appendix D – Enrolment Projections)
Belgo	40	0	slightly over capacity
Black Mountain	47	0	over capacity
Ellison	21	2	slightly under capacity
Pearson Road	31	1	under capacity
Quigley	71	2	at capacity
Rutland	48	0	over capacity
South Rutland	44	2	under capacity
Springvalley	76	1	under capacity

Both South Rutland Elementary and Springvalley Elementary meet criteria for accessibility, community need, as well as, site/facility space:



NOTE: Quigley Elementary and Pearson Road Elementary already have programs being offered that serve Aboriginal families. Ellison Elementary is not as accessible to families in Rutland who rely on Public Transportation.

5.0 OPTIONS FOR ACTION

- 5.1 Support recommendation.
- 5.2 Select a different site for placement of the program.
- 5.3 Request additional information.

6.0 FOLLOW-UP/REVIEW

A report following consultation with the South Rutland and Springvalley elementary school communities will be provided at the November 21, 2018 Planning and Facilities Committee Meeting, with a site recommendation.

7.0 SECRETARY TREASURER'S COMMENTS

Currently, operating costs to support a facility space are approximately \$5,000 to \$6,500 per year. We recover \$3,500 through lease agreements with preschools. This rate is reviewed annually in May.

StrongStart programs supported through the Early Learning Partnership Transfer Agreement with the Ministry of Education do not pay a lease fee.

8.0 RECOMMENDATION

The Planning and Facilities Committee recommends to the Board:

THAT: The Board of Education support, in principle, the Partnership Proposal to build an Urban Aboriginal Head Start Preschool on site at either South Rutland Elementary School or Springvalley Elementary School, as attached to the Agenda and as presented at the October 24, 2018 Public Board Meeting.

9.0 APPENDICES

- A. Policy 701 – Early Years Partnerships
- B. Enrolment Projections for Rutland Elementary Schools

Appendix A

School District No. 23 (Central Okanagan)

Policies And Procedures



"Together We Learn"

Section Seven: Community Partnerships

701 – EARLY YEARS PARTNERSHIPS

Introduction

The Board of Education recognizes the importance of the early years and the shared responsibilities in ensuring a safe and optimal transition from home to school for our earliest learners.

The Board of Education believes that certain opportunities which provide for partnerships between the community and schools are beneficial to student success. Partnerships which enhance the preschool years and support all facets of early learning development (social, emotional, physical, creative and intellectual development) are important to the Board.

The Board defines Early Years as 0-8 years of age in accordance with the National Association for Education of Young Children's (NAEYC) definition of early childhood.

Policy

The Board has established an Early Years Partnership Committee which includes trustees, parents, teachers, principals/vice-principals, district staff, child advocacy agencies, and health and childcare providers. The committee's mandate is to promote and coordinate the ongoing expansion of early childhood opportunities (including daycare, preschool, StrongStart, and out of school care), in adherence with Board of Education policies and procedures.

1. Guiding Principles

The Board of Education believes in the importance of:

1.1 Accessibility of early childhood care and learning for families

Early Years Partnerships will:

- promote low-cost space to operators for program operation
- ensure that fair and discreet processes are in place to enable the attendance of preschoolers from low-income families through subsidy provided by the early childhood care operator at a rate established by the Board of Education
- monitor available space within schools for early childhood opportunities

1.2 Well-supported transitions from home to school

Early Years Partnerships will:

- support the Early Years Centre models so that community services can be connected to all families, recognizing the distinct needs of Aboriginal families as well as families from culturally diverse backgrounds



Section Seven: Community Partnerships

“Together We Learn”

- promote the integration of district and community based events/activities/programs to help ensure supported, safe, seamless transitioning from home to school
- promote parent and community involvement in the establishment and operation of the early childhood opportunities in the Central Okanagan School District.

1.3 **Early Years programs that support the health and development of the whole child**

Early Years Partnerships will:

- promote research-based models and philosophies to meet diverse needs of children, family and community
- support the Central Okanagan School District’s *Early Learning and Development Framework for 3-5 Year Olds* (based on the B.C. Primary Program)
- support *The B.C. Early Learning Framework* (co-published by the Ministry of Health and the Ministry of Children and Family Development and issued by the Early Learning Advisory Group)
- support and promote ongoing professional learning opportunities for parents as partners, childcare providers, early childhood educators and primary teachers (K-2)
- seek opportunities to support families through liaisons with multiple community service providers (recreation, health, dental, mental health, Aboriginal services etc.)

Date Agreed: September 28, 2005

Date Amended: November 25, 2015

Related Document: Early Learning and Development Framework for
3-5 Year Olds; BC Early Learning Framework

Appendix B

Enrolment Projections for Rutland Family of Schools

RUTLAND FAMILY PROJECTIONS: SD23 PROJECTIONS														
Updated October 8, 2018	Nom Cap	Enrolment			Projections									
School		2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
		K-5	K-5	K-5	K-5	K-5	K-5	K-5	K-5	K-5	K-5	K-5	K-5	K-5
Belgo	340	326	341	345	348	355	355	349	356	359	363	364	362	362
Black Mountain	390	408	425	438	461	458	462	466	464	465	458	461	461	461
Ellison	270	183	194	195	188	204	214	219	234	225	234	229	233	234
Pearson	485	237	235	220	218	218	227	227	231	231	231	231	234	234
Quigley	490	258	264	257	249	230	233	232	233	231	229	228	231	232
Rutland	390	422	423	421	404	400	391	390	392	394	394	392	392	392
South Rutland	295	193	184	183	175	160	154	160	158	151	155	158	159	160
Springvalley	345	256	264	272	269	264	255	253	271	266	258	265	265	265
		6-8	6-8	6-8	6-8	6-8	6-8	6-8	6-8	6-8	6-8	6-8	6-8	6-8
Rutland Middle	425	537	539	558	572	574	543	509	481	508	523	537	516	510
Springvalley Middle	550	434	440	463	493	562	583	579	543	553	543	567	559	569
		9-12	9-12	9-12	9-12	9-12	9-12	9-12	9-12	9-12	9-12	9-12	9-12	9-12
Rutland Secondary	1,550	1,461	1,389	1,358	1,384	1,360	1,399	1,482	1,519	1,560	1,554	1,480	1,481	1,491
		-	-	-	-	-	-	-	-	-	-	-	-	-

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
1	OKM	5	Lake Louise, Banff National Park, AB	Canada	Watershed and Glacier Studies	Quest BC Group	11	21	05-Sep-2018	09-Sep-2018	4
2	MBSS	5	Wenatchee, WA	USA	Athletic Competition	Varsity and Junior Varsity Football Team	9 to 12	46	13-Sep-2018	15-Sep-2018	2
3	OKM	4	Banff, Yoho and Kootenay National Parks, AB	Canada	Hiking, Camping, and Team Building	Grade 12 Students	12	130	16-Sep-2018	22-Sep-2018	6
4	KSS	4	Twin Lakes (near Cherryville, BC)	Canada	Hiking and Camping	Outdoor Education Students	12	24	20-Sep-2018	22-Sep-2018	2
5	MBSS	4	McCullough Lake, BC	Canada	Backpacking, Hiking, Wilderness Camping, Survival Skills	Outdoor Education Students	10 to 12	26	20-Sep-2018	22-Sep-2018	2
6	GESS	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Grad Retreat	Grade 12 Students	12	180	21-Sep-2018	21-Sep-2018	0
7	MBSS	5	Edmonton, AB	Canada	Canadian Student Leadership Conference	Leadership Students	11 & 12	5	23-Sep-2018	30-Sep-2018	7
8	DRK	4	Silver Lake Camp (near Peachland, BC)	Canada	Hiking, Camping, Archery, High Ropes	French Immersion Learning Community	7	75	25-Sep-2018	26-Sep-2018	1
9	RSS	4	Glacier National Park Rogers Pass, BC	Canada	Hiking and Camping	Outdoor Education Students	10 to 12	24	25-Sep-2018	28-Sep-2018	3
10	MBSS	4	Boucherie Bluffs, BC	Canada	Climbing, Rappelling, Belaying, Hiking	Outdoor Education Students	10 to 12	12	26-Sep-2018	26-Sep-2018	0

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LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
11	DRK	4	Eagle Bay Camp (near Sicamous, BC)	Canada	Camping, Kayaking, Climbing Wall, Archery	Grade 8 Students	8	75	26-Sep-2018	28-Sep-2018	2
12	SVM	4	E.C. Manning Provincial Park, BC	Canada	Camping and Hiking	Outdoor Education Students	8	42	26-Sep-2018	28-Sep-2018	2
13	KLO	4	Myra Canyon Adventure Park Kelowna, BC	Canada	Team Building, Ropes, and Ariel Treetop Courses	WEB Leadership Classes	9	53	27-Sep-2018	27-Sep-2018	0
14	KSS	4	Gulf Islands, BC	Canada	SALTS Tall Ship Sailing	Outdoor Education and Rec Leadership Students	11 & 12	27	30-Sep-2018	5-Oct-2018	5
15	DRK	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building, Ropes and Ariel Treetop Courses	Grade 7 Students	7	65	1-Oct-2018	1-Oct-2018	0
16	OKM	4	Okanagan Mountain Park, BC	Canada	Canoe Trip and Environmental Science Inquiry	OKM Quest BC Class	11 & 12	23	1-Oct-2018	3-Oct-2018	2
17	MBSS	4	Boucherie Bluffs, BC	Canada	Climbing, Rappelling, Belaying, Hiking	Outdoor Education Students	10 to 12	17	2-Oct-2018	2-Oct-2018	0
18	OKM	5	Ashland, OR	USA	Attending the Oregon Shakespeare Festival	OKM Theatre Company	10 to 12	17	2-Oct-2018	6-Oct-2018	4
19	KLO	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building, Ropes and Ariel Treetop Courses	Grade 7 Students	7	50	3-Oct-2018	3-Oct-2018	0
20	MJE	4	CANCELLED Silver Lake Camp (near Peachland, BC)	Canada	Community Celebration and Team Building	All Grade 5 Students	5	90	4-Oct-2018	4-Oct-2018	0

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LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
21	KSS	5	Washington, DC and New York City, NY	USA	Fine Arts, Media and Cultural Tour	Fine Arts and Media Students	10 to 12	38	8-Oct-2018	12-Oct-2018	4
22	MBSS	4	Skaha Bluffs Provincial Park, BC	Canada	Outdoor Leadership Development, Assisting Beginners' Rock Climbing	Leadership Students	11 & 12	8	09-Oct-2018	14-Oct-2018	5
23	MBSS	4	Okanagan Mountain Park, BC	Canada	Hiking	Outdoor Education Students	9	24	10-Oct-2018	12-Oct-2018	2
24	MBSS	4	Skaha Bluffs Provincial Park, BC	Canada	Introduction to Rock Climbing	Outdoor Education Students	10 to 12	12	10-Oct-2018	14-Oct-2018	4
25	KSS	4	Finlayson Lakes (near Mabel Lake, BC)	Canada	Hiking and Camping	Outdoor Education Students	11	46	11-Oct-2018	13-Oct-2018	2
26	GPE	5	Disneyland, Anaheim, CA	USA	"Dreams Take Flight" Program	Special Needs Students	5 & 6	5	15-Oct-2018	17-Oct-2018	2
27	SVE	5	Disneyland, Anaheim, CA	USA	"Dreams Take Flight" Program	Special Needs Students	3 to 5	6	15-Oct-2018	17-Oct-2018	2
28	GPS	4	Green Bay Bible Camp, West Kelowna, BC	Canada	Camping, Outdoor Activities	Pre-Gateway Class	10 to 12	20	16-Oct-2018	17-Oct-2018	1
29	KSS	4	Brent Mountain (near Penticton, BC)	Canada	Hiking	Outdoor Education Students	12	24	18-Oct-2018	18-Oct-2018	0
30	KSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Leadership Students	10 to 12	26	18-Oct-2018	21-Oct-2018	3
31	KLO	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Leadership Students	9	16	18-Oct-2018	21-Oct-2018	3

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LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
32	DRK	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Leadership Students	8 & 9	10	18-Oct-2018	21-Oct-2018	3
33	MBSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Junior Firefighter Academy Students	11 & 12	17	18-Oct-2018	21-Oct-2018	3
34	MBSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Leadership & Indigenous Leadership Students	10 to 12	20	18-Oct-2018	21-Oct-2018	3
35	RMS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Leadership & Indigenous Leadership Students	8 & 9	10	18-Oct-2018	21-Oct-2018	3
36	RSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Leadership & Indigenous Leadership Students	8 to 12	10	18-Oct-2018	21-Oct-2018	3
37	SVM	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership Conference	Leadership & Indigenous Leadership Students	8 & 9	16	18-Oct-2018	21-Oct-2018	3
38	OKM	4	CANCELLED Pacific Rim National Park and Clayoquot Sound	Canada	Exploration of Ocean Ecosystems & Pollution and First Nations Cultural Practices	OKM Quest BC Class	11	23	18-Oct-2018	22-Oct-2018	4
39	OKM	4	Divide Lake, Okanagan Mountain Park (near Kelowna, BC)	Canada	Hiking, Camping, Exploration, Orienteering, and Geocaching	Outdoor Education Students	10 to 12	24	19-Oct-2018	20-Oct-2018	1
40	RSS	4	Bamfield, BC	Canada	Marine Biology Field Studies and Lab Work	Biology Students	11 & 12	20	19-Oct-2018	23-Oct-2018	4

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
41	OKM	4	Gulf Islands National Park and Victoria, BC	Canada	Sailing and Life Training	OKM Quest BC, Leadership & International Education Students	7 to 12	27	21-Oct-2018	27-Oct-2018	6
42	MBSS	4	Okanagan Mountain Park, BC	Canada	Hiking	Outdoor Education Students	9	30	24-Oct-2018	26-Oct-2018	2
43	KSS	4	Beaver Lake (near Winfield, BC)	Canada	Camping and Canoeing	Outdoor Education Students	12	22	25-Oct-2018	26-Oct-2018	1
44	RSS	4	McCullough Forestry Rec Site (near McCulloch Lake)	Canada	Camping and Hiking	Outdoor Education Students	9	25	25-Oct-2018	26-Oct-2018	1
45	KSS	4	Kettle Valley Railway, Penticton, BC (towards Osoy Lake)	Canada	Camping and Biking	Outdoor Education Students	11	24	1-Nov-2018	2-Nov-2018	1
46	RSS	4	McCullough Forestry Rec Site (near McCulloch Lake)	Canada	Camping and Hiking	Outdoor Education Students	11 & 12	18	1-Nov-2018	2-Nov-2018	1
47	MBSS	4	North Okanagan Fire Training Centre, Vernon, BC	Canada	Live Fire Training	MBSS Junior Fire Academy	11 & 12	28	3-Nov-2018	3-Nov-2018	0
48	RSS	4	McCullough Forestry Rec Site (near McCulloch Lake)	Canada	Camping and Hiking	Outdoor Education Students	10	24	6-Nov-2018	7-Nov-2018	1
49	GMS & CNB	5	Chubu University Haruhigaoka High School, Kasugai, Aichi	Japan	Cultural Exchange Activities at Sister School and Assisting in English Classes	Student Scholarship Winners	8 & 9	4	10-Nov-2018	18-Nov-2018	8
50	OKM	5	CANCELLED Jyväskylä and Helsinki	Finland	Curricular School/Hockey & Cultural Tour	OKM Hockey Canada Skills Academy	9 to 12	24	30-Nov-2018	9-Dec-2018	9

LEVEL 4 AND 5 FIELD STUDY SUMMARY – 2018/2019

No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	GROUP INVOLVED	GRADE	# OF STUDENTS	LEAVE DATE	RETURN DATE	# OF DAYS
51	CPS	4	Big White Ski Resort, BC	Canada	Team Building	Gateway Class	10 to 12	20	11-Dec-2018	13-Dec-2018	2
52	GMS	5	Kasugai, Aichi	Japan	Students presenting on <i>Sustainability</i> at Trans-Pacific Conference	Sustainability Club Students	9	2	12-Dec-2018	16-Dec-2018	4
53	KSS	5	Edmonton, AB	Canada	Basketball Tournament	4A Boys' Basketball Team	10 to 12	15	12-Dec-2018	16-Dec-2018	4
54	KSS	5	Seattle, WA	USA	Basketball Tournament	4A Boys' Basketball Team	10 to 12	15	26-Dec-2018	29-Dec-2018	3
55	MBSS	5	Moscow, Idaho	USA	Music Festival	Music Students	10 to 12	40 to 50	21-Feb-2019	24-Feb-2019	3
56	MBSS	5	Honolulu, Hawaii	USA	Soccer Games and Tournament	AAA Girls' Soccer Team	9 to 12	20	7-Mar-2019	15-Mar-2019	8
57	OKM	5	Ottawa, ON	Canada	Participate in MusicFest	Jazz Students	10 to 12	43	14-May-2019	18-May-2019	4
58	MJE	4	Green Bay Bible Camp, West Kelowna, BC	Canada	Watersports, Kayaking & Canoeing, Archery, Indoor Rock Wall Climbing	All Grade 4 Students	4	75	4-Jun-2019	4-Jun-2019	0

Submitted to Board of Education Meeting - October 24, 2018

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**Central Okanagan
Public Schools**
Together We Learn

BOARD OF EDUCATION INCAMERA BOARD MEETING GENERAL STATEMENT

Date: Wednesday, October 10, 2018
Time: 3:31 pm to 5:16 pm
Location: School Board Office
1040 Hollywood Road S.
Kelowna, BC

Trustees in Attendance: Trustee M. Baxter (Chairperson)
Trustee D. Butler
Trustee R. Cacchioni
Trustee J. Fraser
Trustee C. Gorman (*arrived at 3:35 pm*)
Trustee L. Tiede (*via teleconference*)
Absent: Trustee L. Mossman

Staff in Attendance: K. Kaardal, Superintendent of Schools/CEO
E. Sadlowski, Secretary-Treasurer/CFO
T. Beaudry, Deputy Superintendent
B. McEwen, Director of Instruction - Human Resources
K. Cormier, Assistant Director of Human Resources
L. Parker, 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 3:31 pm.

1. The Board adopted the Agenda as amended for the Incamera Meeting of October 10, 2018.
2. The Board adopted the Minutes as presented for the Incamera Meeting of September 26, 2018.
3. There were three Human Resources Information Items.
(*Trustee Baxter declared a potential perception of bias for one item and left the meeting while that item was being discussed.*)
4. There were no Human Resources Action Items.
5. There were two Action Items.
6. There were three Information Items.
7. There were two Items Requiring Special Mention.
8. There was one BC Public School Employers' Association Items.
(*Trustee Cacchioni declared a potential Conflict of Interest and left the meeting while that item was being discussed.*)
9. There was one BC School Trustees Association Item.

The meeting was adjourned at 5:16 pm.

Eileen Sadlowski, Secretary-Treasurer