

AGENDA

REGULAR MEETING OF THE BOARD OF EDUCATION SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)

**VIA ZOOM VIDEO CONFERENCE
WEDNESDAY, FEBRUARY 8, 2023, 6:00 P.M.**

Success for ALL Learners Today and Tomorrow

1. Acknowledgement of the Traditional Territories and Metis Community
2. Agenda
3. Minutes of the Regular Meeting held January 11, 2023
4. Business Arising from the Minutes
5. **EDUCATION COMMITTEE**
 - * a) French Immersion (Challenges and Concerns)
 - b) Field Trips
 - c) Truth and Reconciliation – Equity Scan Survey
 - d) RCMP Liaison Program
 - e) Early Learning and Childcare Update
 - f) Strategic Plan Update
- Ministry of Education and Childcare Peer Review
 - * g) Superintendent's Report
6. **OPERATIONS COMMITTEE**
 - a) Riverside Learning Centre Update
7. **AUDIT AND FINANCE COMMITTEE**
 - a) 2022-2023 Amended (Final) Budget

- b) 2023-2024 Budget Process

8. **POLICY COMMITTEE**

- a) Public Feedback

9. **TRUSTEE REPORTS**

- * a) Student Trustee Reports (Merritt)
- * b) P.A.C. Reports
- * c) Aboriginal Advisory Council Update
- d) Other Reports

10. **CORRESPONDENCE**

- a) Princeton Skills Centre Board Appointment
- b) Okanagan Labour Relations Council Professional Development

11. **PUBLIC QUESTION PERIOD**

12. **ADJOURNMENT**

MINUTES

**REGULAR MEETING OF THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

**PRINCETON SECONDARY SCHOOL
WEDNESDAY, JANUARY 11, 6:00 P.M.**

Success for ALL Learners Today and Tomorrow

PRESENT:	Chairperson	G. Swan
	Trustees	J. Jepsen J. Kent-Laidlaw E. Hoisington J. Chenoweth L. Ward D. Rainer
	Student Trustees	K. Druck K. Hartwell
	Superintendent	S. McNiven
	Assistant Superintendent	J. Kempston
	Secretary Treasurer	D. Richardson
	Assistant Secretary Treasurer	L. Rusnjak
	Executive Assistant	J. McGifford

**ACKNOWLEDGEMENT OF THE TRADITIONAL TERRITORIES AND METIS
COMMUNITY**

AGENDA

23/006 It was moved and seconded:

 THAT the agenda be approved as presented.

MOTION CARRIED

MINUTES

23/007

It was moved and seconded:

THAT the minutes of the Regular meeting December 07, 2022, be adopted as circulated.

MOTION CARRIED

Business Arising from the Minutes

None

EDUCATION COMMITTEE

Framework for Enhancing Student Learning (FESL) Self-Evaluation:

The Superintendent shared the FESL Self Evaluation with those in attendance. This was an opportunity for self-reflection by the District upon receiving results from the 2021-2022 school year. He spoke to the focus areas of Data and Evidence, Strategic Engagement and Alignment.

Truth and Reconciliation – 2021/2022 How Are We Doing Report:

The Superintendent presented the 2021/2022 “How Are We Doing Report”. The information derived from this report supports us in improving education for all Indigenous and non-Indigenous learners in our District. He presented the Board with the book Wayi Wah! (Indigenous Pedagogies) by Jo Chrona and encouraged everyone to read and reflect.

Human Rights Commissioner Correspondence on School Liaison Officer Programs:

The Superintendent and Assistant Superintendent spoke to the letter in the Board package from the Human Rights Commissioner on School Liaison Officer Programs in the Province. Consideration was sought from the Board as to how our district should proceed with the SLO Program. The Assistant Superintendent and Superintendent will put the question to our LEA and PAC members for their feedback.

2023-2024 School Calendar:

The Superintendent presented a draft of the 2023-2024 school calendar. With Board approval, the calendar will go for public consultation.

23/008

It was moved and seconded:

THAT the draft of the 2023-2024 school calendar be approved for public consultation.

MOTION CARRIED

Superintendents Report:

The Superintendent circulated his report celebrating the events and initiatives that occurred in all schools across the District this past month. He also provided an updates on Indigenous Education, Early Learning and Child Care, and Inclusive Education initiatives.

OPERATIONS COMMITTEE

Long Range Facility Plan Update:

The Superintendent has been in contact with Riverside Learning Center regarding the grant proposal to upgrade the facility in order to support the current childcare initiatives. He spoke of our priority in maintaining the building for communities use.

Installation of the shutters at CMS will be completed in the next few weeks with the Alternate Program transitioning to the building soon after.

It is the District's intention to remain in the current School Board Office as long as feasible in consideration of the recent upgrades and repairs the building has undergone since the flood in 2021.

Busing Update:

The Secretary Treasurer spoke to the memo in the Board package. The Board has decided not to move forward with any busing requests at this time due to operational constraints. He made note of the existing Transportation Assistance Program available to families in our district and encouraged parents/caregivers to reach out if needing support.

AUDIT AND FINANCE

Ministry of Education Funding Announcements / Budget Update:

The Secretary Treasurer spoke to the memo in the Board Package relating to funding announcements. He indicated a downturn in FTE, which has led to a decrease in the funding we would normally see at this time. This downturn is attributed to the flooding event in 2021. He also provided a summary of the grants provided to the District to date for the 2023-2023 school year.

Statement of Financial Information Report:

The Secretary Treasurer spoke to the memo in the Board Package relating to the Statement of Financial Information Report (SOFI) that was filed as per the Financial Information Act. He provided the link to the ministry website that provides access to the report for the 2021-2022 school year.

POLICY

Policy Audit Update and New Draft Policy:

The Superintendent provided an update on the progress of the Policy Audit and introduced three draft policies for first reading.

23/009

It was moved and seconded:

THAT Board put policies # 280, 610 and 611 forward for first reading.

MOTION CARRIED

TRUSTEE REPORTS

Trustee Reports:

Trustee Chenoweth reported on SCIDES and Collettsville Elementary.

Trustee Rainer presented on Vermilion Forks Elementary.

Trustee Hoisington reported on Nicola Canford Elementary.

Trustee Ward reported on John Allison Elementary.

Trustee Kent-Laidlaw reported on Princeton Secondary School.

Trustee Jepsen was not present to report on Diamond Vale Elementary or Merritt Central Elementary.

Trustee Swan reported on Merritt Bench Elementary and Merritt Secondary School.

Student Trustee Reports:

Student Trustees Kabrie Hartwell and Kaelan Druck reported on Princeton Secondary School activities that occurred this past month. These included basketball start-up, Remembrance Day Ceremonies at both the school and in the community, the Princeton Posse hockey team volunteering at PSS, Legacy Fund donation, Aboriginal appreciation events, multiple Christmas events, new equipment purchases for the gymnasium and the upcoming literacy and numeracy exams.

Other Reports:

CORRESPONDENCE

None.

PUBLIC QUESTION PERIOD

None.

ADJOURNMENT

The regular meeting adjourned at 8:12 pm.

Chairperson

Secretary Treasurer



**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

ADMINISTRATION OFFICE

P.O. Box 4100, 1550 Chapman Street, Merritt, B.C., V1K 1B8, Phone: (250) 378-5161, Fax: (250) 378-6263

MEMORANDUM

TO: All Trustees

**FROM: Stephen McNiven
Superintendent of Schools**

RE: FRENCH IMMERSION PROGRAM

Date: February 8, 2023

Trustees will be provided with a parent presentation outlining both concerns and potential support for the French Immersion Program.

SMcN/sc



**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

ADMINISTRATION OFFICE

P.O. Box 4100, 1550 Chapman Street, Merritt, B.C., V1K 1B8, Phone: (250) 378-5161, Fax: (250) 378-6263

MEMORANDUM

TO: All Trustees

**FROM: Stephen McNiven
Superintendent of Schools**

RE: FIELD TRIPS

Date: February 8, 2023

Rene Aubin, Principal of Collettville Elementary School will bring forward a field trip proposal for a grade seven cultural trip to Quebec City.

SMcN/sc



**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

ADMINISTRATION OFFICE

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MEMORANDUM

TO: All Trustees

**FROM: Stephen McNiven
Superintendent of Schools**

**RE: TRUTH AND RECONCILIATION - EQUITY
SCAN SURVEY**

DATE: February 8, 2023

Senior staff will provide an overview of the Equity Scan Committee meeting that took place on February 7th. Included in the package are the two surveys that will be distributed within the district and the community. Senior staff will review the two surveys with the Trustees and request that the full-length survey be completed by all Trustees.

A handwritten signature in black ink, appearing to read 'SMcN', followed by a horizontal line.

SMcN/sc

Adapted Equity Scan Questions

(These questions are only the questions that would most likely have relevance to families and have been rewritten to reduce jargon BUT they do not reflect the entire scope of the scan)

* This form will record your name, please fill your name.

1. What school(s) do(es) your child(ren) attend?

2. How does your child's school teach about Indigenous history and current issues related to inequity and gaps in opportunities for Indigenous learners? (#3)

3. Do you know if your district has an Indigenous parent, family, and/or community engagement policy or strategy? (#5)

☐ Yes

☐ No

4. How are you given the opportunity, personally or through community, to be involved in decision making and changes to programs and services that directly affect your children? (#6)

5. Do you feel that your child has guaranteed access to Indigenous language and cultural programs? (#7)

☐ Yes

☐ No

6. How do you know that Indigenous languages are visible and valued part of your child's learning experience? (#8)

7. What opportunities have you had to have input into your children's classrooms and schools? (#10)

8. How are you made to feel welcomed and valued in your child's school and classroom? (#11)

9. How are you informed about the curriculum, teaching practices, and/or graduation requirements impacting your children? (#12)

10. Is there a feeling within your community that indigenous learners and families feel respected and welcomed by school staff? What are some of the stories that have been shared with you? (#15)

11. Who and what is in place to ensure the success of your child in school? (#20)

12. Are there opportunities in place for your child to develop skills and deepen his or her understanding of Indigenous worldviews? (#21)

☐ Yes

☐ No

13. Overall, how do you believe indigenous students are doing in school and how do you know this? (#27)

14. In your experience, what happens if your child is not progressing as expected? (#31)

This content is neither created nor endorsed by Microsoft. The data you submit will be sent to the form owner.

Equity Scan Questions - Education Coordinators Feedback

(This version of the questionnaire contains every question from the Equity Scan and the questions here are exactly as originally presented)

* This form will record your name, please fill your name.

1. **Describe the authority and decision-making of district structures and who is responsible for ensuring that actions and decision making for equity are in place for Indigenous learners.**

2. **Does your district have policies, practices and governance procedures that support equity?**

☐ yes

☐ no

3. **How does your district policy, practices, and governance educate about the history and current realities related to issues of inequity and gaps in opportunity for Indigenous learners?**

4. **Does the district have in place policy or agreements that reflect a dedication to equity in budgets, employment/hiring and specific service to Indigenous learners?**

☐ Yes

☐ No

5. **.Does your district have an Indigenous parent, family and community engagement policy or strategy?**

☐ Yes

☐ No

6. **Describe participation and representation of local First Nation communities, as legally responsible for the education of their members, in the decision making and change process to programs and services that directly affect their children.**

7. Does your district have specific policy related to access to Indigenous language and cultural programs?

☐ Yes

☐ No

8. What processes have been developed to ensure that Indigenous languages are a visible and valued part of each learner's experience?

9. What processes have been developed to educate staff about the district's expectations regarding the learning environment in schools and classrooms where Indigenous students learn?

10. How do the students, families, and communities served by the district have input into the learning environment for their students?

11. **How are families and communities made to feel welcome and valued as part of the learning environment?patagonia can**

12. **How are families informed about the curriculum, teaching practices and graduation requirements impacting their children?**

13. **Describe your district's systematic practices for reviewing classroom and instructional practices (lesson plans, assessments, resources, etc.) for racial bias.**

14. **Does the learning environment readily reflect the First Peoples Principles of Learning?**

☐ Yes

☐ No

15. **What are the stories told at the community level and is there a feeling that the professionals are respectful and inclusive of Indigenous learners, families, and communities?**

16. **Are there processes for routine scanning for equity in access to transportation, extra-curricular activities, codes of conduct, specialized programs (eg. outdoor education, culinary arts, leadership) and transitions from early years programs to K-12 programs?**

☐ Yes

☐ No

17. **Is there practice and decision-making that demonstrates a value shift from equality to equity?**

☐ Yes

☐ No

18. **Describe the ways in which equity and opportunity gap issues facing Indigenous learners are being addressed in professional growth plans for the district, school and classroom?**

19. **What opportunities for professional growth in equity and Indigenous education are available for district and school staff?**

20. **Is there evidence that the adults (Teachers/EA's/Administration) believe that all students will be successful and what are the supports in place to ensure success?**

21. **Are there opportunities in place for developing skills and deepening understanding of Indigenous worldviews, perspectives, and pedagogies?**

☐ Yes

☐ No

22. **Are issues of implicit bias and racism raised and addressed as possibly impacting the nature of instruction, assessment and learning for indigenous learners?**

☐ Yes

☐ No

23. . **Describe assessment practices being utilized in your district that address the individual needs of Indigenous learners.**

24. **Describe how assessment focuses on quality feedback for student learning.**

25. **Describe how assessment is reviewed for racial bias?**

26. **What opportunities are there for students, families and communities to learn about and give feedback on effective instruction, curriculum, and resources that are used in the classroom?**

27. **Anecdotally, how would you describe the achievement profile for Indigenous learners, and are student achievement results improving?**

28. **Are student learning trajectories toward graduation (6 year completion rate) considered by the classroom, school, and district on an annual basis?**

☐ Yes

☐ No

29. **How do school improvement plans reflect equity and specific strategies to serve Indigenous learners individually and as a group?**

30. **Are multiple points of data considered when assessing the abilities and learning needs of Indigenous learners, e.g. are Ministry, district, school and classroom assessments considered together?**

☐ Yes

☐ No

31. What happens when an Indigenous learner is not achieving a year's worth of progress in a year's worth of schooling?

32. What systems are in place for keeping track of achievement for Indigenous learners and how is the responsibility for responding understood?

This content is neither created nor endorsed by Microsoft. The data you submit will be sent to the form owner.



Microsoft Forms



**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

ADMINISTRATION OFFICE

P.O. Box 4100, 1550 Chapman Street, Merritt, B.C., V1K 1B8, Phone: (250) 378-5161, Fax: (250) 378-6263

MEMORANDUM

TO: All Trustees

**FROM: Stephen McNiven
Superintendent of Schools**

**RE: HUMAN RIGHTS COMMISSIONER
CORRESPONDENCE ON SCHOOL
LIAISON OFFICER PROGRAMS**

DATE: February 8, 2023

In January Trustees discussed the Human Rights Commissioner's correspondence on school liaison officers programs. During this discussion Trustees requested further information from both rightsholders and stakeholders. In follow up district staff will provide the information requested by Trustees in January. This information will include a summary of consultation that took place with the Aboriginal Advisory Council, the Social Emotional Learning Team and Parent Advisory Councils.

A handwritten signature in black ink, appearing to read 'SMcN', followed by a horizontal line.

SMcN/sc



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ADMINISTRATION OFFICE

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MEMORANDUM

TO: All Trustees

**FROM: Stephen McNiven
Superintendent of Schools**

**RE: EARLY LEARNING AND CHILD CARE
UPDATE**

DATE: February 8, 2023

Danielle Bennie, District Vice-Principal of Early Learning and Child Care will provide an update on the following initiatives:

- Seamless Child Care
- Ready Set Learn
- Strengthening the Early Years to Kindergarten Transitions (SEY2KT)
- After-school programs

SMcN/sc



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ADMINISTRATION OFFICE

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MEMORANDUM

TO: All Trustees

**FROM: Stephen McNiven
Superintendent of Schools**

RE: STRATEGIC PLAN UPDATE

DATE: February 8, 2023

Senior staff, Board Chair Swan and Trustee Hoisington will provide an overview of the January 24th and 25th Ministry of Education and Child Care Peer Review. This presentation will include a summary of the strengths and considerations identified by the district and the peer review team. Focus areas for consideration included data and evidence, engagement, and alignment.

District presentations during the review included:

- Completion Rates and Transitions
- Numeracy and Literacy
- DVR Reviews and Collaborative Support Meetings
- Attendance
- Flood Response
- Indigenous Education
- District Enhancing Student Learning Process
- Policy

SMcN/sc



**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

ADMINISTRATION OFFICE

1 Chapman Street, Merritt, B.C., V1K 1B8, Phone: (250) 378-5161, Fax: (250) 378-6263

MEMORANDUM

TO: All Trustees

**FROM: Stephen McNiven
Superintendent of Schools**

RE: RIVERSIDE LEARNING CENTRE

DATE: February 8, 2023

Senior staff will provide the Board with an update on Riverside Learning Centre. This will include upcoming theatre events, recreation use, lease holders status and day care service.

SMcN/sc

Use of Alcohol and/or Illegal Drugs**-POLICY-**

The Board of Education, School District No. 58 (Nicola-Similkameen) regards the use, distribution or sale of alcoholic beverages or illegal drugs by any person on school property, within district facilities, or at school/district sponsored events/activities as an extremely serious offence.

-REGULATION-Ascertaining and Reporting the Use of Alcohol and/or Illegal Drugs;

1. If an employee has alcoholic beverages and/or illegal drugs in his/her possession, or displays evidence of intoxication, on school property or at any school activity the individual must be referred to an appropriate supervisor.
2. Employees will be suspended by the appropriate supervisor if found under the influence of alcoholic beverages or illegal drugs while being "on duty". Being on duty involves an employee's regular hours or when students are under their care and supervision while at/on school district sponsored events/activities. This suspension is with pay until the matter is properly investigated with by the Superintendent or designate. All incidents will be reported to the Board of Education.



**THE BOARD OF EDUCATION OF
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ADMINISTRATION OFFICE

P.O. Box 4100, 1550 Chapman Street, Merritt, B.C., V1K 1B8, Phone: (250) 378-5161

MEMORANDUM

TO: All Trustees

FROM: Dylan Richardson
Secretary Treasurer/CFO

RE: 2022-202 Amended (Final) Budget

DATE: February 3, 2022

Trustees are advised that, following a Finance Committee meeting to review the 2022/23 Amended (Final) Budget, it will be brought forward for board approval at the next Regular Board Meeting, scheduled for February 8, 2023. The submission deadline is February 28, 2023.

Dylan Richardson
Secretary Treasurer/CFO

DR/jmg

Amended Annual Budget

School District No. 58 (Nicola-Similkameen)

June 30, 2023

School District No. 58 (Nicola-Similkameen)

June 30, 2023

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2022/2023 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 58 (Nicola-Similkameen) Amended Annual Budget Bylaw for fiscal year 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$44,483,710 for the 2022/2023 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2022/2023.

READ A FIRST TIME THE 8th DAY OF FEBRUARY, 2023;

READ A SECOND TIME THE 8th DAY OF FEBRUARY, 2023;

READ A THIRD TIME, PASSED AND ADOPTED THE 8th DAY OF FEBRUARY, 2023;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 58 (Nicola-Similkameen) Amended Annual Budget Bylaw 2022/2023, adopted by the Board the 8th DAY OF FEBRUARY, 2023.

Secretary Treasurer

School District No. 58 (Nicola-Similkameen)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	2,106,000	2,167,250
Adult	13,625	13,875
Total Ministry Operating Grant Funded FTE's	2,119,625	2,181,125
Revenues	\$	\$
Provincial Grants		
Ministry of Education and Child Care	37,162,498	26,922,581
Other	34,200	34,200
Other Revenue	4,176,875	3,711,922
Rentals and Leases	73,647	71,400
Investment Income	157,500	82,500
Amortization of Deferred Capital Revenue	1,019,121	1,124,541
Total Revenue	42,623,841	31,947,144
Expenses		
Instruction	26,420,437	25,076,813
District Administration	1,730,021	1,512,605
Operations and Maintenance	14,607,804	5,416,732
Transportation and Housing	1,185,448	951,135
Total Expense	43,943,710	32,957,285
Net Revenue (Expense)	(1,319,869)	(1,010,141)
Budgeted Allocation (Retirement) of Surplus (Deficit)	536,041	286,529
Budgeted Surplus (Deficit), for the year	(783,828)	(723,612)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(783,828)	(723,612)
Budgeted Surplus (Deficit), for the year	(783,828)	(723,612)

School District No. 58 (Nicola-Similkameen)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	26,432,771	25,681,662
Special Purpose Funds - Total Expense	6,370,357	5,362,470
Special Purpose Funds - Tangible Capital Assets Purchased	40,000	40,000
Capital Fund - Total Expense	11,140,582	1,913,153
Capital Fund - Tangible Capital Assets Purchased from Local Capital	500,000	279,600
Total Budget Bylaw Amount	44,483,710	33,276,885

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed
--	-------------

Signature of the Superintendent	Date Signed
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Signature of the Secretary Treasurer	Date Signed
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School District No. 58 (Nicola-Similkameen)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(1,319,869)	(1,010,141)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(40,000)	(40,000)
From Local Capital	(500,000)	(279,600)
From Deferred Capital Revenue	(2,786,638)	(6,814,480)
Total Acquisition of Tangible Capital Assets	(3,326,638)	(7,134,080)
Amortization of Tangible Capital Assets	1,852,949	1,913,153
Total Effect of change in Tangible Capital Assets	(1,473,689)	(5,220,927)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(2,793,558)	(6,231,068)

School District No. 58 (Nicola-Similkameen)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2023

	Operating Fund	Special Purpose Fund	Capital Fund	2023 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	2,824,943		13,432,577	16,257,520
Changes for the year				
Net Revenue (Expense) for the year	(536,041)	40,000	(823,828)	(1,319,869)
Interfund Transfers				
Tangible Capital Assets Purchased		(40,000)	40,000	-
Net Changes for the year	(536,041)	-	(783,828)	(1,319,869)
Budgeted Accumulated Surplus (Deficit), end of year	2,288,902	-	12,648,749	14,937,651

School District No. 58 (Nicola-Similkameen)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	22,119,408	22,120,111
Other	34,200	34,200
Other Revenue	3,521,975	3,111,922
Rentals and Leases	73,647	71,400
Investment Income	147,500	57,500
Total Revenue	25,896,730	25,395,133
Expenses		
Instruction	20,425,127	19,840,197
District Administration	1,614,021	1,512,605
Operations and Maintenance	3,515,424	3,377,725
Transportation and Housing	878,199	951,135
Total Expense	26,432,771	25,681,662
Net Revenue (Expense)	(536,041)	(286,529)
Budgeted Prior Year Surplus Appropriation	536,041	286,529
Budgeted Surplus (Deficit), for the year	-	-

School District No. 58 (Nicola-Similkameen)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education and Child Care		
Operating Grant, Ministry of Education and Child Care	24,530,519	24,830,439
ISC/LEA Recovery	(3,480,975)	(3,070,922)
Other Ministry of Education and Child Care Grants		
Pay Equity	120,216	120,216
Funding for Graduated Adults	22,950	33,000
Student Transportation Fund	170,292	170,292
Support Staff Benefits Grant	29,580	29,580
FSA Scorer Grant	7,506	7,506
Early Learning Framework (ELF) Implementation	369	
Anti-Racism In Early Care	6,429	
Labour Settlement Funding	712,522	
Total Provincial Grants - Ministry of Education and Child Care	22,119,408	22,120,111
Provincial Grants - Other	34,200	34,200
Other Revenues		
Funding from First Nations	3,480,975	3,070,922
Miscellaneous		
District Entered	41,000	41,000
Total Other Revenue	3,521,975	3,111,922
Rentals and Leases	73,647	71,400
Investment Income	147,500	57,500
Total Operating Revenue	25,896,730	25,395,133

School District No. 58 (Nicola-Similkameen)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Salaries		
Teachers	8,592,946	8,473,832
Principals and Vice Principals	2,230,956	2,150,193
Educational Assistants	2,355,765	2,360,949
Support Staff	2,738,773	2,652,820
Other Professionals	1,313,697	1,181,502
Substitutes	1,321,899	1,269,773
Total Salaries	18,554,036	18,089,069
Employee Benefits	4,273,328	4,160,486
Total Salaries and Benefits	22,827,364	22,249,555
Services and Supplies		
Services	1,029,943	929,943
Student Transportation	168,016	268,016
Professional Development and Travel	350,745	350,745
Rentals and Leases	550	550
Dues and Fees	99,200	99,200
Insurance	98,000	98,000
Supplies	1,269,043	995,743
Utilities	589,910	689,910
Total Services and Supplies	3,605,407	3,432,107
Total Operating Expense	26,432,771	25,681,662

School District No. 58 (Nicola-Similkameen)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	7,308,144	565,065		210,982	106,618	611,594	8,802,403
1.03 Career Programs		28,469		6,615		9,808	44,892
1.07 Library Services	97,450			23,405		7,330	128,185
1.08 Counselling	336,801						336,801
1.10 Special Education	850,551	146,302	1,777,637		14,643	201,393	2,990,526
1.31 Indigenous Education		154,141	578,128		27,015	21,309	780,593
1.41 School Administration		1,336,979		552,671		127,398	2,017,048
Total Function 1	8,592,946	2,230,956	2,355,765	793,673	148,276	978,832	15,100,448
4 District Administration							
4.11 Educational Administration					356,672		356,672
4.40 School District Governance					163,044		163,044
4.41 Business Administration				206,818	294,027		500,845
Total Function 4	-	-	-	206,818	813,743	-	1,020,561
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				9,718	273,679	10,118	293,515
5.50 Maintenance Operations				1,315,991		218,869	1,534,860
5.52 Maintenance of Grounds				22,413		5,678	28,091
5.56 Utilities							-
Total Function 5	-	-	-	1,348,122	273,679	234,665	1,856,466
7 Transportation and Housing							
7.41 Transportation and Housing Administration				24,298	77,999		102,297
7.70 Student Transportation				365,862		108,402	474,264
Total Function 7	-	-	-	390,160	77,999	108,402	576,561
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	8,592,946	2,230,956	2,355,765	2,738,773	1,313,697	1,321,899	18,554,036

School District No. 58 (Nicola-Similkameen)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	8,802,403	2,024,553	10,826,956	1,151,892	11,978,848	11,579,306
1.03 Career Programs	44,892	10,325	55,217	22,110	77,327	74,742
1.07 Library Services	128,185	29,483	157,668	48,664	206,332	201,383
1.08 Counselling	336,801	77,464	414,265	6,181	420,446	407,445
1.10 Special Education	2,990,526	687,821	3,678,347	225,291	3,903,638	3,816,149
1.31 Indigenous Education	780,593	185,436	966,029	328,436	1,294,465	1,334,945
1.41 School Administration	2,017,048	463,921	2,480,969	63,102	2,544,071	2,426,227
Total Function 1	15,100,448	3,479,003	18,579,451	1,845,676	20,425,127	19,840,197
4 District Administration						
4.11 Educational Administration	356,672	82,035	438,707	57,455	496,162	475,022
4.40 School District Governance	163,044	37,500	200,544	56,619	257,163	239,042
4.41 Business Administration	500,845	115,194	616,039	244,657	860,696	798,541
Total Function 4	1,020,561	234,729	1,255,290	358,731	1,614,021	1,512,605
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	293,515	67,508	361,023	111,794	472,817	445,450
5.50 Maintenance Operations	1,534,860	353,018	1,887,878	480,340	2,368,218	2,158,970
5.52 Maintenance of Grounds	28,091	6,461	34,552	49,927	84,479	83,395
5.56 Utilities	-	-	-	589,910	589,910	689,910
Total Function 5	1,856,466	426,987	2,283,453	1,231,971	3,515,424	3,377,725
7 Transportation and Housing						
7.41 Transportation and Housing Administration	102,297	23,528	125,825	1,013	126,838	118,082
7.70 Student Transportation	474,264	109,081	583,345	168,016	751,361	833,053
Total Function 7	576,561	132,609	709,170	169,029	878,199	951,135
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	18,554,036	4,273,328	22,827,364	3,605,407	26,432,771	25,681,662

School District No. 58 (Nicola-Similkameen)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	5,755,457	4,802,470
Other Revenue	654,900	600,000
Total Revenue	6,410,357	5,402,470
Expenses		
Instruction	5,995,310	5,236,616
District Administration	116,000	
Operations and Maintenance	144,430	125,854
Transportation and Housing	114,617	
Total Expense	6,370,357	5,362,470
Net Revenue (Expense)	40,000	40,000
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(40,000)	(40,000)
Total Net Transfers	(40,000)	(40,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 58 (Nicola-Similkameen)

Schedule 3A

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
Deferred Revenue, beginning of year	\$	\$	\$	\$	\$		\$	\$	\$
			14,762	649,090	86,377	8,049	7,656		
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	125,854	84,517			128,000	14,700	118,594	300,011	301,887
Other				600,000					
	125,854	84,517	-	600,000	128,000	14,700	118,594	300,011	301,887
Less: Allocated to Revenue	125,854	84,517	14,762	600,000	214,377	22,749	126,250	300,011	301,887
Deferred Revenue, end of year	-	-	-	649,090	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	125,854	84,517	14,762		214,377	22,749	126,250	300,011	301,887
Other Revenue				600,000					
	125,854	84,517	14,762	600,000	214,377	22,749	126,250	300,011	301,887
Expenses									
Salaries									
Teachers							20,000	75,000	
Principals and Vice Principals									67,000
Educational Assistants		68,714			170,225			35,000	18,000
Support Staff	93,612							10,000	46,000
Other Professionals									70,000
Substitutes									
	93,612	68,714	-	-	170,225	-	20,000	120,000	201,000
Employee Benefits	21,531	15,803			39,152		4,600	27,600	46,230
Services and Supplies	10,711		14,762	600,000	5,000	22,749	101,650	152,411	14,657
	125,854	84,517	14,762	600,000	214,377	22,749	126,250	300,011	261,887
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	40,000
Interfund Transfers									
Tangible Capital Assets Purchased									(40,000)
	-	-	-	-	-	-	-	-	(40,000)
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 58 (Nicola-Similkameen)

Schedule 3A

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Federal Safe Return to Class / Ventilation Fund	Seamless Day Kindergarten	Student & Family Affordability	JUST B4
Deferred Revenue, beginning of year	\$	\$	\$	\$	\$	\$	\$	\$	\$
			70,637	108,089	15,991	18,576			
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	3,710,545	11,082	43,980	55,000	6,750		55,400	250,000	25,000
Other									
	3,710,545	11,082	43,980	55,000	6,750	-	55,400	250,000	25,000
Less: Allocated to Revenue	3,710,545	11,082	114,617	163,089	22,741	18,576	55,400	250,000	25,000
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	3,710,545	11,082	114,617	163,089	22,741	18,576	55,400	250,000	25,000
Other Revenue									
	3,710,545	11,082	114,617	163,089	22,741	18,576	55,400	250,000	25,000
Expenses									
Salaries									
Teachers	3,000,000								
Principals and Vice Principals									
Educational Assistants							36,032		
Support Staff									
Other Professionals									
Substitutes		9,010							
	3,000,000	9,010	-	-	-	-	36,032	-	-
Employee Benefits	710,545	2,072					8,288		
Services and Supplies			114,617	163,089	22,741	18,576	11,080	250,000	25,000
	3,710,545	11,082	114,617	163,089	22,741	18,576	55,400	250,000	25,000
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased									
	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 58 (Nicola-Similkameen)

Schedule 3A

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	SEY2KT (Early Years to Kindergarten)	ECL Early Care & Learning	AREA Multicultural Program	Charitable Society	ASSAI	United Way	TOTAL
	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year			27,013	223,380	30,382	19,498	1,279,500
Add: Restricted Grants							
Provincial Grants - Ministry of Education and Child Care	19,000	175,000					5,425,320
Other				60,000		9,900	669,900
	19,000	175,000	-	60,000	-	9,900	6,095,220
Less: Allocated to Revenue	19,000	175,000	5,000	40,000	-	9,900	6,410,357
Deferred Revenue, end of year	-	-	22,013	243,380	30,382	19,498	964,363
Revenues							
Provincial Grants - Ministry of Education and Child Care	19,000	175,000					5,755,457
Other Revenue			5,000	40,000		9,900	654,900
	19,000	175,000	5,000	40,000	-	9,900	6,410,357
Expenses							
Salaries							
Teachers							3,095,000
Principals and Vice Principals		125,000					192,000
Educational Assistants							327,971
Support Staff							149,612
Other Professionals							70,000
Substitutes							9,010
	-	125,000	-	-	-	-	3,843,593
Employee Benefits		28,750					904,571
Services and Supplies	19,000	21,250	5,000	40,000		9,900	1,622,193
	19,000	175,000	5,000	40,000	-	9,900	6,370,357
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	40,000
Interfund Transfers							
Tangible Capital Assets Purchased							(40,000)
	-	-	-	-	-	-	(40,000)
Net Revenue (Expense)	-	-	-	-	-	-	-

School District No. 58 (Nicola-Similkameen)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2023

	2023 Amended Annual Budget			2023 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education and Child Care	9,287,633		9,287,633	
Investment Income		10,000	10,000	25,000
Amortization of Deferred Capital Revenue	1,019,121		1,019,121	1,124,541
Total Revenue	10,306,754	10,000	10,316,754	1,149,541
Expenses				
Operations and Maintenance	9,287,633		9,287,633	
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,660,317		1,660,317	1,913,153
Transportation and Housing	192,632		192,632	
Total Expense	11,140,582	-	11,140,582	1,913,153
Net Revenue (Expense)	(833,828)	10,000	(823,828)	(763,612)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	40,000		40,000	40,000
Total Net Transfers	40,000	-	40,000	40,000
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	500,000	(500,000)	-	
Total Other Adjustments to Fund Balances	500,000	(500,000)	-	
Budgeted Surplus (Deficit), for the year	(293,828)	(490,000)	(783,828)	(723,612)



**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

ADMINISTRATION OFFICE

P.O. Box 4100, 1550 Chapman Street, Merritt, B.C., V1K 1B8, Phone: (250) 378-5161

MEMORANDUM

TO: All Trustees

**FROM: Dylan Richardson
Secretary Treasurer/CFO**

RE: 2023-2024 Annual (Preliminary) Budget

DATE: February 3, 2022

A Budget Planning Process for the 2023/24 Annual (Preliminary) Budget will be presented, with firm dates for public consultation, Audit and Finance Committee review, Board discussions and By-Law approval.

Following is a tentative schedule. Trustees will be asked for feedback on dates and notification of the process (Ex. Virtual or In-person).

- | | | |
|----------------|---|---|
| April 4, 2023 | - | Public Budget Presentation in Princeton |
| April 5, 2023 | - | Public Budget Presentation in Merritt |
| April 18, 2023 | - | Audit & Finance Committee Review |
| April 19, 2023 | - | Board Discussion |
| May 10, 2023 | - | Regular Board Meeting Approval of Budget By-Law |

Dylan Richardson
Secretary Treasurer/CFO

DR/jmg



**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

ADMINISTRATION OFFICE

P.O. Box 4100, 1550 Chapman Street, Merritt, B.C., V1K 1B8, Phone: (250) 378-5161

MEMORANDUM

TO: All Trustees

**FROM: Stephen McNiven
Superintendent of Schools**

RE: POLICY FEEDBACK

DATE: February 8, 2023

Senior staff are pleased to report that the district has received input into the following policies. Senior staff will be following up on the feedback provided and presenting the policies in March for potential second, third and final reading.

- Use of Board Property for Childcare
- Financial Planning and Reporting
- Accumulated Operating Surplus

SMcN/sc



Princeton & District Community Skills Centre

P.O. Box 69, Princeton, B.C. V0X 1W0

Phone (250) 295-4051 • Fax (250) 295-4052

January 9, 2023

School District #58
1550 Chapman Street
PO Box 4100, Merritt, BC, V1K 1B8

Dear Board Chair & School District #58 Board of Education:

Re: Princeton & District Community Skills Centre, Appointed Position

The Princeton & District Community Skills Centre has been in operation in the Princeton area since 1996 providing employment services, essential workplace training, and other supportive services to our community and area.

Since 1996 School District 58 has been a supporter and a partner initially providing input into the establishment of the Society and later as the holder of the land title which our Society leases back. We are grateful for this association.

As a part of the configuration of our Board of Directors there are 12 seats total of which 7 are appointed positions. School District #58 has continuously held one of the appointed positions and was identified as held by prior Board Chair Mr. Gordon Comeau.

With the retirement of Mr. Comeau from his position with School District #58, this appointed position will be required to be considered for reassignment by the Board of SD #58. This prior appointee made a decision not to participate actively in the quarterly board operational meetings, rather opting to have contact only when there were matters of the building to be discussed. The Board may wish to keep this configuration of association or expand the association to include regular attendance.

With a new reassignment to this appointed position and in consideration of factors that might be discussed, I am offering to appear as a delegation to a future Board meeting to review the mandate, contracts and future planning of the Skills Centre. Alternatively, should the Board feel appropriately prepared to consider and designate a member for appointment, I would be pleased to engage in a 1-1 discussion and review of operations at your member's request.

Our Board meets quarterly to consider matters of the Society ~ March, June, September, December. These meetings are the second Tuesday of the month at 7pm at the Skills Centre building.

If you require any further clarification, I am happy to answer any questions.

Yours truly,
**PRINCETON & DISTRICT
COMMUNITY SKILLS CENTRE**



Sharan Jung
Manager



MARCH 3, 2023

OLRC PRO-D SESSION

Time: 2:00-3:30pm

Location: The Capri Room, Coast Capri Hotel in Kelowna

Presenter: Suzanne Kennedy, Harris & Company

In conjunction with the BCSTA Thompson Okanagan Branch meetings on March 3 & 4, the OLRC is hosting an in-person pro-d session with Suzanne Kennedy on best practices for school districts regarding the privacy and protection of personal information.

We invite all trustees and senior school district staff attending the Branch meetings to join us.

Please **RSVP** to ncescon@olrc.ca by February 24th if you are interested in attending.



**BEST PRACTICES
FOR SCHOOL
DISTRICTS:
PROTECTING PRIVACY
& PERSONAL
INFORMATION**

**HOW DO THE FIPPA
AMENDMENTS AFFECT MY
DISTRICT?**

**THE NEW MANDATORY
PRIVACY BREACH
REPORTING &
MANAGEMENT PROGRAM**

**SCHOOL DISTRICT POLICIES
& PROCEDURES
RECOMMENDATIONS**

**OKANAGAN LABOUR
RELATIONS COUNCIL**

110-1889 Springfield Road
Kelowna, BC V1Y 5V5
Office: 778-478-0121
Cell: 250-878-6881

www.olrc.ca