

## **AGENDA**

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

**Merritt School Board Office  
Wednesday, June 12, 2024, 6:00 P.M.**

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*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 May 8, 2024  
Minutes (Un-adopted) of the Policy Committee Meeting held on May 21, 2024
4. Business Arising from the Minutes
5. Reports:
  - a) Closed Meeting held May 8, 2024
6. **EDUCATION**
  - \* a) Health Promoting Schools Coordinator / Feeding Futures Update
  - b) Truth and Reconciliation – Year in Review
  - c) 2023-2024 Leadership Development Program
  - d) Summer Learning Program
  - e) Child Care Update
  - \* f) Superintendent’s Report
7. **OPERATIONS**
  - a) 2025-2026 Major/Minor 5-Year Capital Plan Submission
  - b) Operations Manager Update

8. **AUDIT AND FINANCE**

- a) 2024-2025 Annual Budget By-Law

9. **POLICY**

- a) Policy Approval
- 1.70 Trustee Remuneration and Expenses
  - 502.1 Code of Conduct for Students
- b) Policy Consultation
- 3.20 Admission of Fee-Paying Students
  - 3.40 French Immersion
  - 3.60 Learning Commons

10. **TRUSTEE REPORTS**

- \* a) Student Trustee Reports
- \* b) Indigenous Education Committee Report
- \* c) P.A.C. Reports
- c) D.P.A.C Report
- \* e) Other Reports (DPAC)
- d) Superintendent Search Update

11. **CORRESPONDENCE**

- a) Transportation Letter
- b) New OCP for Electoral Areas M and N

12. **PUBLIC QUESTION PERIOD**

13. **ADJOURNMENT**

## **MINUTES**

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

#### **PRINCETON SECONDARY SCHOOL LEARNING COMMONS WEDNESDAY, MAY 8, 2024, 6:00 P.M.**

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*Success for ALL Learners Today and Tomorrow*

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PRESENT:	Chairperson	G. Swan (ABSENT)
	Vice-Chair	L. Ward
	Trustees	J. Jepsen J. Kent-Laidlaw E. Hoisington J. Chenoweth D. Rainer
BSENT)	Student Trustees	K. Hartwell
		M. Williams
	Superintendent	S. McNiven
	Assistant Superintendent	J. Kempston
	Secretary Treasurer	D. Richardson
	Assistant Secretary Treasurer	L. Rusnjak
	Executive Assistant	J. McGifford

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

## **MINUTES**

24/096      It was moved by Trustee Kent-Laidlaw and seconded by Trustee Chenoweth  
  
              THAT the minutes of the Open Meeting held April 10, 2024, be adopted as presented.

**MOTION CARRIED**

**UNADOPTED MINUTES OF THE POLICY COMMITTEE MEETING HELD APRIL 16, 2024**

24/097

It was moved by Trustee Rainer and seconded by Trustee Jepsen

THAT the minutes of the Open Meeting held April 16, 2024, be adopted as amended.

**MOTION CARRIED**

**Business Arising from the Minutes**

None.

**REPORT OF THE CLOSED MEETING HELD APRIL 10, 2024**

24/098

It was moved by Trustee Chenoweth and seconded by Trustee Kent-Laidlaw

THAT the report of the Closed Meeting held April 10, 2024, be approved as presented.

**MOTION CARRIED**

**EDUCATION**

**Princeton Secondary School – Trip to Italy**

Student Trustee Kabrie Hartwell presented on the recent trip that 18 Princeton Secondary School and 19 Merritt Secondary School students and staff took to Italy last month.

**SD58 Rocks Presentation:**

Senior staff introduced District Trades Coordinator, Kevin McGifford. He, together with Princeton Secondary School student Madison Letourneau, presented on the inaugural SD58 Rocks project. Thanks were expressed to the many community groups that came together and donated their time, equipment, and resources to make this event possible.

**Strategic Plan – Communication Plan / Visual Identity Update:**

Superintendent McNiven introduced Jeff Sotropa from SOTROPA Communications. Trustees were provided with an update on the progress being made on the Communication Plan Review as well as the Visual Identity refresh process.

**Truth and Reconciliation – Equity Scan Report:**

Senior staff reported that the Equity Scan Committee has completed the Theory of Change Process – Path Forward. Information was shared with Trustees with the understanding that the final formatted document will be completed and communicated externally by the end of June. Thanks were extended to the Equity Scan Committee for their commitment to this important work as well as to those that provided input and feedback during the process.

**French Immersion Program Update:**

The Assistant Superintendent provided an update on the FIM Growth Grant related work that has taken place to date. Gratitude was given for the financial support and the opportunity to enhance and improve the FI program within SD 58. This funding is provided by the Government of Canada to provide more students with access to FI programs and to increase bilingualism in British Columbia.

**Superintendent's Report:**

The Superintendent circulated his report and spoke about the events that have taken place across the District over the past month.

**OPERATIONS:****2024-2025 Annual Facility Grant Plan:**

The Secretary Treasurer presented the 2024/2025 Annual Facility Grant (AFG) for consideration and support. Upon approval, the AFG plan will be submitted to the Ministry (due May 19, 2024). The enclosed submission plan encompasses 48 projects carefully chosen in collaboration with school principals, maintenance personnel, and mechanical engineers, that address immediate needs within our educational facilities. The diligent process of engaging engineers, gathering quotes, and consulting stakeholders commenced throughout the school year, culminating the compilation of projects for review.

24/099

It was moved by Trustee Chenoweth and seconded by Trustee Hoisington

THAT the board support and submit the 2024-2025 Annual Facilities Grant Plan.

**MOTION CARRIED****AUDIT AND FINANCE****2023-2024 Quarterly Financial Update:**

The Secretary Treasurer provided a copy of the quarterly financial update for the period, July 1, 2023– March 31, 2024. An overview of the report was given followed by an opportunity for questions and discussion.

**2024-2025 Annual Budget:**

Secretary Treasurer Richardson presented the 2024-2025 Annual Budget with a total budget by-law of \$39,998,694, built on the enrolment projection and estimated funding grants provided by the Ministry of Education and Childcare. The September enrolment count followed by the funding announcement in December will form the basis for the Amended Annual Budget that will be prepared and presented to the Board of Education in February 2025.

24/100

It was moved by Trustee Rainer and seconded by Trustee Hoisington

THAT the 2024/25 Annual Budget Bylaw be approved for FIRST reading.

**MOTION CARRIED**

## **POLICY**

### **a) Interim Update and Consultation:**

The Superintendent presented a copy of Policy 502.1 Code of Conduct for Students. An interim amendment has been completed in order to meet the Ministerial requirements regarding the use of personal digital devices. The interim amendment has been completed to meet the Ministry deadline. The district will be bringing the policy forward to the Policy Committee for a wholesome review in the near future.

### **Policy 502.1 Code of Conduct for Students**

24/101

It was moved by Trustee Hoisington and seconded by Trustee Kent-Laidlaw

THAT the Board move Policy 502.1, Code of Conduct for Students, forward as amended to meet ministerial requirements regarding the use of personal digital devices.

**MOTION CARRIED**

## **TRUSTEE REPORTS**

### **Student Trustee Reports:**

Student Trustee Matthew Williams provided Trustees with his reflections on how the public-school experience has prepared him for the remainder of his high school years. Student Trustee Williams stated that more education on financial life skills and career opportunities would be helpful. He also expressed that learning in a safe space will provide young students entering public school with the security to embrace growth and learning.

Student Trustee Hartwell offered her reflections on how her public-school experience has prepared her for life after graduation. She acknowledged her role as a Student Trustee in building confidence and professionalism. She also provided an update on recent events at Princeton Secondary School.

Thanks were given to both Kabrie and Matthew for their time and commitment as Student Trustees for the 2023-2024 school year. Their contributions to the Board have been genuinely valued. The Board also wishes Kabrie the greatest of success after graduation.

**Trustee Reports:**

Trustee Chenoweth reported on SCIDES. Collettsville Elementary is meeting next week.

Trustee Rainer presented on John Allison Elementary.

Trustee Hoisington reported that Nicola Canford Elementary.

Vice-Chair Ward reported on Vermilion Forks Elementary.

Trustee Kent-Laidlaw reported on Princeton Secondary School.

Trustee Jepsen reported on Merritt Central Elementary. Diamond Vale Elementary School's meeting was rescheduled to next week.

Chair Swan was not present to report on Merritt Bench Elementary and Merritt Secondary School.

**BCSTA Annual General Meeting**

Trustees provided their report on the highlights of the recent BCSTA Annual General Meeting.

**PUBLIC QUESTION PERIOD**

None.

**ADJOURNMENT**

Motion to adjourn was made by Trustee Kent-Laidlaw and seconded by Trustee Jepsen. The Open meeting adjourned at 8:29 pm.

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Chairperson

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Secretary Treasurer

**MINUTES**

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

**VIA TEAMS  
TUESDAY, APRIL 16, 2024, 5:00 PM**

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*Success for ALL Learners Today and Tomorrow*

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PRESENT:	Chairperson	G. Swan
	Trustees	J. Jepsen J. Kent-Laidlaw (ABSENT) E. Hoisington J. Chenoweth (ABSENT) L. Ward D. Rainer (ABSENT)
	Superintendent	S. McNiven
	Assistant Superintendent	J. Kempston
	Secretary Treasurer	D. Richardson (ABSENT)
	Assistant Secretary Treasurer	L. Rusnjak (ABSENT)
	Executive Assistant	J. McGifford
	Director of Education, LNIB	Shane Coutlee
	PDTU Vice President	Trina Moulin
	CUPE Local 847 President	Kristen Lupton
	PVP	Dan Duncan
	Consultant	Anne Cooper

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The Secretary Treasurer recorded minutes for the duration of the meeting.

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

1. Approval of Minutes, April 16, 2024

**24/102**

**It was moved by Trustee Ward and seconded by Trustee Hoisington**

**THAT the minutes of the Open Policy Meeting held April 16, 2024, be adopted as presented.**

**MOTION CARRIED**



## **2. Section 3.00 Students, Instruction & School Operations**

Discussion surrounding the new section of policies being considered for revision and repeal.

### **3. Policies Revision Drafts to be Considered for this Meeting**

#### **a. 3.20 Admission of Fee-Paying Students**

Ms. Cooper: The title was broadened title to accommodate all possibilities for those that may need to pay fees which outlines the context for which students pays fees noting that not everyone that fee pays is international. Trustee Swan suggested we remove “international” from paragraph 2 and replace with ‘fee-paying’ language. Ms. Cooper suggested removing home-stay fees section as the district does not accommodate homestays. Boarding fees are an additional cost. Trustee Swan inquired if we need to say anything regarding bussing? Ms. Cooper stated “No, they fall under wherever the student’s homestay is”. Mr. Coutlee recommended wording to ensure that no indigenous student’s access to education and programs is trumped by a fee-paying student. Superintendent McNiven suggested we could reference the LEA in the policy. Trustee Jepsen asked if this needs to be more specific.

Ms. Cooper and Superintendent McNiven agree to add “that in no case shall a fee-paying student displace programming an ordinarily resident student”.

#### **b. 3.40 French Immersion**

Ms. Cooper noted that no change to the title is needed and that all language has been made consistent with all Ministry language on French Immersion. Ms. Cooper asked for clarification on whether our district offers a Late Entry French Immersion Program. Discussion by the group clarified that we do not have Late Entry French Immersion and this wording will be removed. Removed wording about specialist staffing and added” Provided enrollment, facilities, and teacher availability permit...” Trustee Swan asked if the wording is reflective of, if a change in programming is being considered by the Board, we will ensure consultation ample notice. Both the Superintendent and Ms. Cooper think the wording is okay.

Trustee Swan had a concern about section 3.1. Will students with diverse learning needs take offense with the ‘review and suggestion to withdraw’. Ms. Cooper explained this statement pertains to students that have no French experience and want to begin the program mid-way through. Ms. Mouin offered that for children placed in French immersion after kindergarten it may be helpful to add “once admitted, progress will be reviewed, and a decision and/or recommendation may be made regarding a student’s continued placement”. Trustee Swan then inquired if we should quantify how many times a student will be reviewed? Superintendent McNiven felt we should leave that to the assessment process. Trustee Swan wondered if we address the minimum age is a student able to challenge the program. The committee felt best to leave this alone.

Assistant Superintendent Kempston addressed inclusion. Do we need something in policy on “provided resources are available” (for example, French speaking Education Assistants). Ms. Cooper felt that this does not need to be addressed specifically for French Immersion because the same situation applies for all programs – such as Trades.

Mr. Coutlee inquired why Section 4 - Promotion and Assessment was removed? Ms. Cooper explained that this is already covered by Ministry policy. Mr. Coutlee suggested it would be nice for the Board to reflect that they support the challenge process. Ms. Cooper indicated that the Ministry policy on the challenge process was updated by the Ministry in 2022. Trustee Jepsen asked about making it an Administrative Procedure? Ms. Moulin, echoing Mr. Coutlee’s

advocacy, is that the school Counsellor's voice is helpful in challenge situations. Ms. Cooper will add wording to encompass the student's opportunity to challenge core French equivalency. The Assistant Superintendent noted that there is a language consortium that exists specifically to help mitigate families/students through the challenge process (in all languages).

### **c. 3.50 Indigenous Languages and Culture**

Ms. Cooper has developed a first draft of this Policy. Superintendent McNiven noted that this draft includes similar terminology found in our LEA and supports a more distinction-based approach but is broad in nature. Do we need to be more specific? He wants to ensure the LEA is behind this policy.

Ms. Lupton suggested remove 'should' and add 'will' from paragraph two making it not a suggestion but an actuality. Trustee Swan noted the word 'shall' has more definition.

Mr. Coutlee suggested this policy be brought forward the LEA working group for their consideration? It is very likely this policy will have some political leadership involved with it and need to keep the Metis language in mind when building it..

The Superintendent suggested next steps would be for this policy to go the Board but then sent to the LEA followed by the IEC for consultation and feedback. Ms. Cooper stated we will follow section 3.1.2 (Review by Existing Committee) of Policy 1.40 Policy Development and Currency. This group does not want to push this policy farther without further consultation from the LEA then IEC.

Trustee Swan thought it would be prudent to include language that reflects the District's commitment to locate qualified educators.

### **d. 3.60 Learning Commons**

Ms. Cooper noted that language has been updated from the Canadian Association for Learning Commons in Schools. This essence of this policy defines what a Learning Commons is.

Ms. Lupton requested we change "learner-centered" to "learner focused".

Trustee Jepsen stated the last sentence in the first paragraph seems redundant and suggested it be removed altogether.

Mr. Coutlee inquired as to including language to address AI technology. There is an opportunity for Learning Commons Teachers to focus on AI and foster innovative opportunities. Superintendent McNiven suggested acknowledging "technology" rather than narrow in on AI as it's hard to predict what the new thing will be. Ms. Cooper noted that AI is a challenging aspect of technology and perhaps "current and dynamic programming" is more appropriate wording.

Ms. Moulin suggested including wording reflecting that the Board will work to support these centres and new technologies.

**e. 3.80 Animals in Schools**

Ms. Cooper explained the title has been broadened. It is important to define “instructional purposes” and “support services” and she noted that his policy is to be supported by three (if not four) procedures.

Mr. Coutlee inquired why a support animal has to be identified in an IEP? He also asked why section 1.2 includes only those cases that are “clinically diagnosed” as this seems limiting to those that may benefit. Superintendent McNiven clarified that there is a difference between overall well-being and individual well-being. Animals directly support the learning outcomes of all students and we need to find the balance in wording so that there is not the opportunity for this to be taken advantage of.

Trustee Swan stated the need to have an Administrative Procedure in place to ensure safety of students when in the presence of animal handlers.

Ms. Cooper offered that it may be best to remove the definitions/guidelines altogether and include them in an administrative procedure as it takes away from what was already said in the second paragraph.

Mr. Coutlee also noted the difference between Therapy Dogs and Assistance Dogs.

Ms. Cooper suggested that we get the administrative procedures in place to support this policy before moving forward with further revisions.

**Next Meeting**

To be determined: Fall 2024

**24/103**

**It was moved by Mr. Duncan and seconded by Trustee Hoisington**

**THAT the Open Policy Meeting be adjourned.**

**MOTION CARRIED**

The Open Policy Meeting was adjourned at 6:46PM.

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Chairperson

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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

**RECORD OF CLOSED MEETING**

**Held Wednesday, May 8, 2024**

**Merritt Board Office**

**PRESENT:** TRUSTEES: G. Swan, J. Kent-Laidlaw, J. Chenoweth, L. Ward, J. Jepsen, E. Hoisington, D. Rainer,

**STAFF:** S. McNiven, Superintendent of Schools  
D. Richardson, Secretary-Treasurer  
J. Kempston, Assistant Superintendent  
L. Rusnjak, Assistant Secretary-Treasurer  
J. McGifford, Executive Assistant (Recording Secretary)

**REGRETS:**

Call to Order: 4:30 p.m.

Motion to approve the agenda.

Motion to exclude the public.

Motion to approve the Minutes of the Closed Meeting held April 10, 2024.

**Agenda Items**

**Education**

- Updates provided by the Superintendent & Assistant Superintendent

**Personnel**

- Teacher, Support, Exempt Updates provided by the Superintendent & Secretary Treasurer.
- Staffing & Labour Management Updates provided by the Superintendent & Secretary Treasurer.

**Operations**

- Property updates provided by the Superintendent and Secretary Treasurer.

Motion to Adjourn: 5:39 p.m.

Dylan Richardson  
Secretary Treasurer/CFO



## NICOLA-SIMILKAMEEN SCHOOL DISTRICT

### 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:** HEALTH PROMOTING SCHOOLS  
COORDINATOR/FEEDING FUTURES  
UPDATE

**DATE:** June 12, 2024

Senior staff is pleased to invite Lisa Nelson-Smith to give a presentation and update on Health Promoting Schools and Feeding Futures.

SMcN/sc



## NICOLA-SIMILKAMEEN SCHOOL DISTRICT

### 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:** **INDIGENOUS EDUCATION YEAR IN REVIEW**

**DATE:** June 12, 2024

Senior staff will provide Trustees with an overview of Indigenous Education activities during the year and a preview of 2024-2025 activities. This update will also include a review of the District's progress in meeting the new requirements under Bill 40:

- 1) Indigenous Education Councils
- 2) School of Choice
- 3) Model Local Education Agreements

The 2024-2025 Indigenous Events and Activities schedule is included for your information.

SMcN/sc



## Nicola-Similkameen School District

### Indigenous Events & Activities

## 2024 - 2025



September 19, 2024 September 25, 2024 September 30, 2024	<ul style="list-style-type: none"> <li>Merritt Welcome Dinner @ Multi-Purpose Room, MSS - Time: 5:30 pm</li> <li>Princeton Welcome Dinner @ Gym, PSS - Time: 5:30 pm</li> <li><b>National Day for Truth and Reconciliation</b> Respective events decided by schools</li> </ul>
October 4, 2024 October 25, 2024 October 29, 2023	<ul style="list-style-type: none"> <li><b>MMIWG2S 'Honouring &amp; Awareness Day'</b></li> <li>Culture Camp #1: Shackan - Time: 8:30 am-3:00 pm (Non-Instructional Day)</li> <li>Indigenous Parent Gathering @ Civic Centre – Time: 5 p.m. – 7:30 p.m.</li> </ul>
November 15, 2024  November 22, 2024	<ul style="list-style-type: none"> <li>Merritt Youth Leadership Conference @ MSS Time: 9:00 am to 2:00 pm Gr: 9</li> <li>Princeton Youth Leadership Conference @ PSS Time: 9:00 am to 2:00 pm Gr. 8 &amp; 9</li> </ul>
December 23, 2024 - January 3, 2025	<ul style="list-style-type: none"> <li><b>Winter Break</b></li> </ul>
January 4, 2025 January 6, 2025 January 23, 2025	<ul style="list-style-type: none"> <li><b>Ribbon Skirt Day</b></li> <li><u>Schools reopen</u> after the break.</li> <li>Study Session #1 @ House of Honour – Time: 9:30 am-12:00 pm</li> </ul>
February 14, 2025 February 17, 2025	<ul style="list-style-type: none"> <li>Coldwater Band Culture Camp #2 (Non-Instructional Day)</li> <li><i>Louis Riel Day / Family Day</i></li> </ul>
April 25, 2025	<ul style="list-style-type: none"> <li>Traditional Games @ NCE Time: 10:00 am to 2:00 pm Gr: 6</li> </ul>
May 5, 2025  May 16, 2025 May 21, 2025	<ul style="list-style-type: none"> <li><b>National Day of Awareness &amp; Action for MMIWG2S</b> ('MSS/PSS Walk, respective 'safety teachings' at elementary schools)</li> <li><b>Moose Hide Campaign Day</b></li> <li>SD#58 Powwow @ Shulus Arbor – Host School: Merritt Secondary Time: 9:30 am-2:30 pm</li> </ul>
Month of June June 4, 2025 June 21, 2025	<ul style="list-style-type: none"> <li><b>National Indigenous History Month</b></li> <li>Indigenous Graduation Celebration @ Merritt Arena</li> <li><b>National Indigenous Day</b></li> </ul>

**\*Note – Highlighted Events determined by each school**

*Success for ALL Learners ~ Today and Tomorrow*



## NICOLA-SIMILKAMEEN SCHOOL DISTRICT

### 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:** 2023-2024 LEADERSHIP DEVELOPMENT  
PROGRAM

**DATE:** June 12, 2024

Senior staff will provide Trustees with a review of the Leadership Development Program. Topics covered during the program included:

- An introduction to Educational Leadership
- Truth and Reconciliation – De-colonizing Leadership Practices
- Equity, Diversity and Human Rights
- Enhancing Student Learning and Pedagogical Leadership
- Human Resources and Labour Relations
- School Management / Budgeting and District Finance

We were very grateful that a number of guest speakers joined us for this work. Our thanks go out to:

- Teresa Downs – Superintendent of Maple Ridge School District
- Sandee Blair – Principal of John Allison Elementary School
- Denise Augustine – Superintendent of Indigenous Education for the Ministry of Education and Child Care
- Burt Bergman – Principal of Nicola-Canford Elementary School
- Leyton Schnellert – UBC Faculty of Education
- Bill Lawrence – Principal of Princeton Secondary School
- Tammy Sowinski – Executive Director of the Okanagan Labour Relations Council

It was a pleasure to work with the teacher leaders that stepped forward to be part of the program and we wish them all the best going forward.

SMcN/sc





# NICOLA-SIMILKAMEEN SCHOOL DISTRICT

## 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:** SUMMER LEARNING SUPPORT

**DATE:** June 12, 2024

Trustees will be provided with an update on 2024 Summer Learning Support. Current planning includes the posting of four summer learning teaching positions. The two teaching positions in Merritt and the two in Princeton will focus on the following:

**Who?** Teams of two educators in Merritt and Princeton and the District Student Engagement Facilitator will provide community-based summer outreach for students of SD 58

**What?** They will provide drop-in literacy and recreational opportunities, which also gives teams the chance to provide connection and positive mental health support for those in need.

**When?** 20 days in Merritt and surrounding communities; 15 days in Princeton

**Where?** At schools and in the community; partnering with community-based organizations whenever possible

**Why?** Recognizing the importance of increasing engagement and the ongoing need for a focus on well-being, engagement and numeracy/literacy support, the District is wanting to stay connected to children and families throughout the summer break

SMcN/sc



# NICOLA-SIMILKAMEEN SCHOOL DISTRICT

## ADMINISTRATION OFFICE

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

### MEMORANDUM

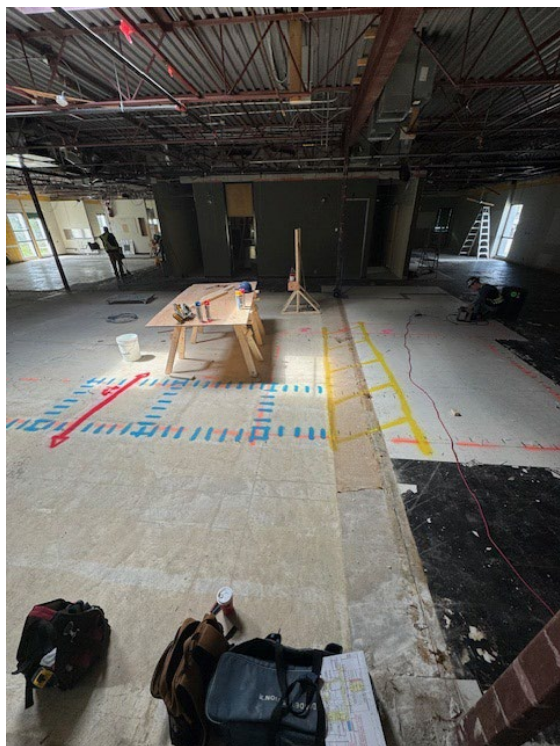
**TO:** All Trustees

**FROM:** Stephen McNiven  
Superintendent of Schools

**RE:** CHILD CARE UPDATE

**DATE:** June 12, 2024

Trustees will be provided with an update on the progress being made at Riverside Learning Centre as well as preliminary results of a District Survey regarding child care needs in the north end of the District.



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

**MEMORANDUM**

**TO: All Trustees**

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

**RE: 2025/26 FIVE-YEAR CAPITAL PLAN**

**DATE: June 12, 2024**

We are currently in the process of preparing our Major and Minor Capital Submission, seeking approval from the Board to proceed with the submission of the following projects:

**2025/26 Five-Year Capital Plan**

School	Project	Project Type	Budget	Submission
DVE	Kitchen Upgrades	Minor Capital – FIP	\$100,000	New
VFE	Playground	Minor Capital – PEP	\$195,000	New
CMS	LED Lighting Upgrade	Minor Capital – CNC	\$120,000	New
CMS	Outdoor Tennis/Bball Courts	Minor Capital	\$120,000	New
District	Bus	Minor Capital - BUS	\$367,966	New
MCE	Shutters	Minor Capital – SEP	\$410,000	Resubmitted
PSS	Electrical Upgrades	Minor Capital – SEP	\$400,000	Resubmitted
MSS,MCE,CMS	Insulation Replacement	Minor Capital – SEP	\$135,000	Resubmitted
MSS	Science Room Reno	Major Capital	\$400,000	Resubmitted
NCE	Pit House	Major Capital	\$2,298,483	Resubmitted
MBE	Addition	Major Capital	\$9,618,342	Resubmitted
MSS	Gym Hallway	Major Capital	\$3,400,000	Resubmitted
<b>Total:</b>			<b>\$17,564,791</b>	

With the Board's approval, senior staff will complete the submission of the 2025/26 5-year Capital Plan for major/minor projects. Once submitted, the Ministry will complete a six-month review of all projects across the province and provide a response letter to the Board in early 2025, for projects that have been approved by the Ministry.

**Suggested Motion:**

*THAT The Board of Education approved the submission of the 2025/26 Five-Year Capital Plan as distributed and presented by the Secretary Treasurer.*

In addition to the proposed capital plan submission (above), the school district has the following capital projects underway:

*Active Capital Projects (Previously Approved, FYI purposes only)*

School	Project	Budget
MSS	HVAC Upgrades	\$666,250
Bench	HVAC Upgrades	\$666,250
JAЕ	FIP	\$50,000
VFE	FIP	\$50,000
MCE	FIP	\$100,000
MCE,CVE,DVE,NCE	HVAC Upgrades	\$475,000
JAЕ	AFG	\$42,500
VFE	AFG	\$49,000
PSS	AFG	\$116,500
The Bridge/BO	AFG	\$16,500
MCE	AFG	\$20,000
MSS	AFG	\$86,231
MCE	AFG	\$30,000
DVE	AFG	\$59,300
CVE	AFG	\$96,000
MBE	AFG	\$14,350
NCE	AFG	\$40,300
CMS	AFG	\$102,000
All Schools	AFG	\$151,000
Merritt/Princeton	LCR – Grounds (Mowers)	\$46,000
Merritt	LCR - Maintenance Van	\$60,000
Merritt Princeton	LCR - Book Trailer	\$25,000
<b>Total:</b>		<b>\$2,962,181</b>



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: Dylan Richardson, Secretary Treasurer**

**FROM: Darrell Finnigan, Operations Manager**

**RE: Operations Update**

**DATE: June 7, 2024**

**Operations & Maintenance**

The Operations Department has been actively addressing maintenance work orders and day-to-day issues. Our primary goal is to minimize disruptions for students while handling maintenance requests and progressing with capital projects.

Over the past 12 months, maintenance received an average of 151 work orders per month, totaling 1,807 for the year. These work orders can be submitted by any employee within the district. Once a work order is created, it goes through the principal for approval before being assigned to the appropriate maintenance worker. Given the high volume of work orders, the operations department prioritizes and schedules each work order. Currently, maintenance workers allocate approximately 50% of their time to work orders. The remaining 50% is dedicated to capital projects, minor day-to-day issues, and emergent matters such as vandalism or safety-related emergencies. Currently the operations department is also working on 57 capital and AFG projects listed below, most of these projects will continue through the summer and into the next school year.

Heating and cooling issues have also been a significant focus, consuming up to 60% of our plumbers' and electricians' time this school year. The extreme temperatures experienced in recent years have strained our heating and cooling systems, necessitating constant monitoring, repairs, and adjustments. Our team's ongoing objective is to maintain a safe and healthy school environment and ensure that all priority work is completed promptly.

**Busing**

Busing for extracurricular trips, both within and outside the district, remains very busy. To date, we have completed 619 curricular and extracurricular trips, with an additional 106 trips anticipated for June. With staffing shortages across every sector, the transportation department has been faced with a leaner crew of relief bus drivers in recent years, making it difficult to approve some trips due to the driver shortage. Recruitment of bus drivers remains ongoing, as with many school districts across the province.



*Success for ALL Learners ~ Today and Tomorrow*

# Total # of WOs by Month/Year



Trend: Past 3 Years, plus current date: based on Created Date

## HVAC

Replacing old and aging HVAC units in schools through Ministry Capital Funding is a critical initiative that significantly enhances the learning environment and overall well-being of students and staff. Aging HVAC systems often fail to provide adequate heating, cooling, and ventilation, leading to uncomfortable and undesirable conditions within classrooms. By investing in modern, energy-efficient HVAC units, schools can ensure consistent and reliable indoor air quality, which is crucial for maintaining a comfortable learning environment. Newer systems are equipped with advanced filtration technologies that help reduce allergens, pollutants, and pathogens, thereby improving the health and productivity of both students and teachers. Additionally, these updates align with broader sustainability goals by reducing the energy consumption and carbon footprint of our buildings.

## Vandalism

While vandalism continues, primarily in Merritt, costs are down significantly (\$11,000 compared to \$30,000 last year). In addition to broken windows, there have been multiple incidents where individuals accessed rooftops of schools and vandalized HVAC units, storm systems, and piping. This year, a total of 12 windows were broken across Central, MSS, and Bench schools. At MSS, the rear compound fence has been cut several times, leading to two instances of theft involving bottles collected by students. Vandalism in Merritt washrooms has decreased compared to previous years but there

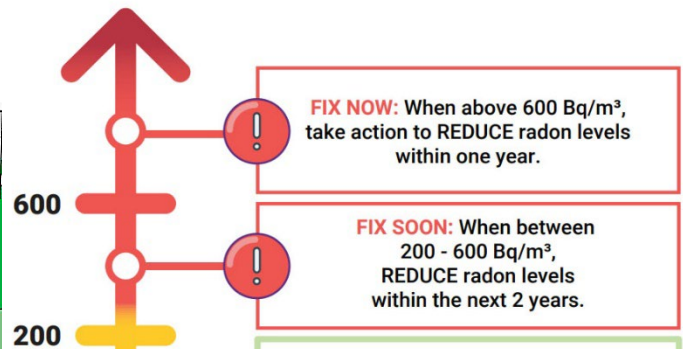
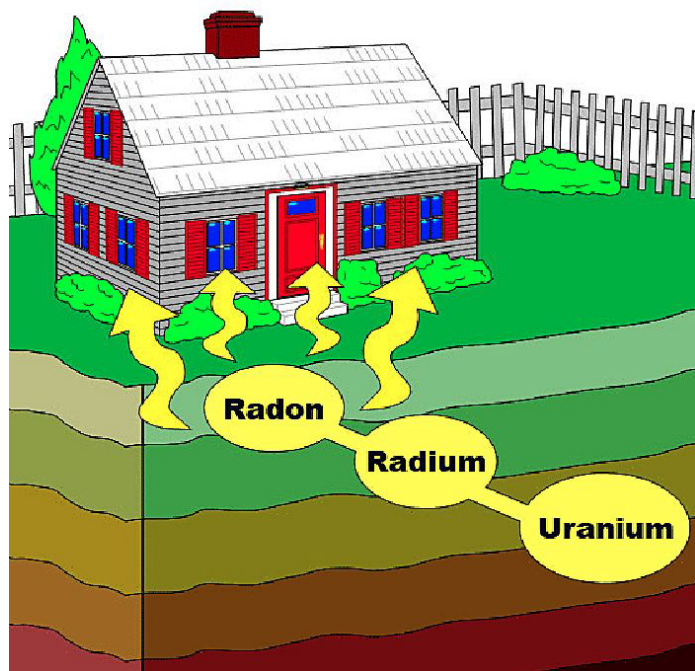
Princeton has experienced significantly incidences of vandalism with just one window being broken this year and minimal graffiti. Vandalism in the washrooms at PSS continues to be a problem with total vandalism costs to date of approximately \$4,200.

## Radon



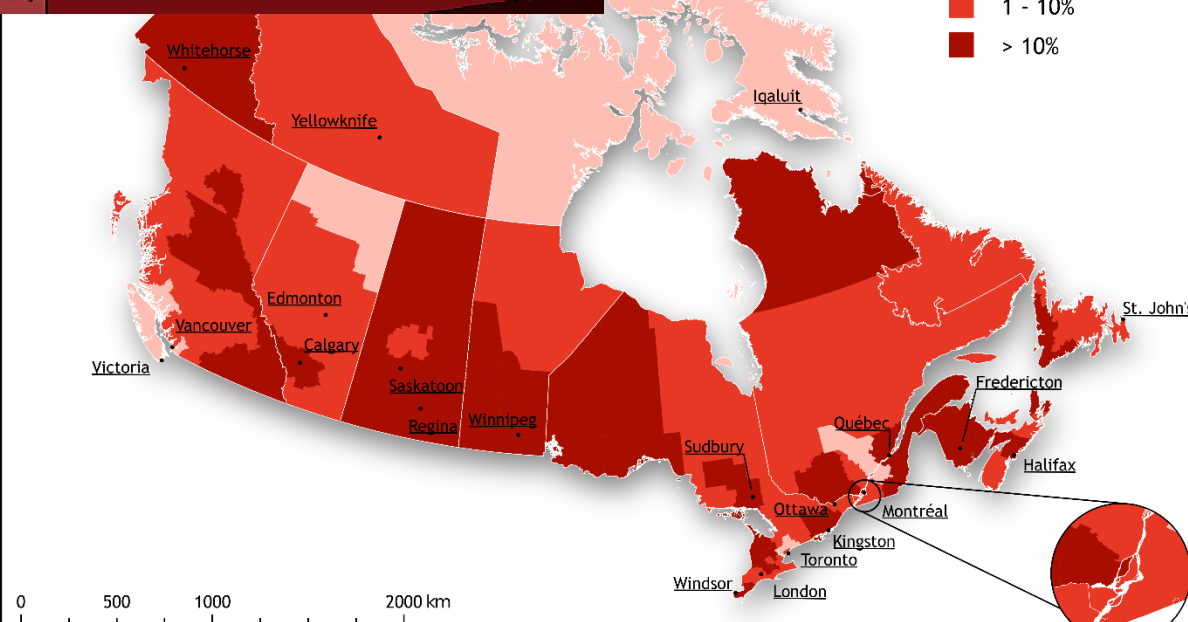
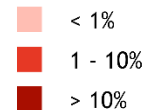
In 2023, we conducted long-term radon testing at all our schools. In Princeton, three areas were identified with elevated radon levels. These tests, carried out over a 90-day period during the winter months, were aimed at monitoring radon levels, which can be higher in winter due to closed windows and doors. We received the test results during the week of May 27, 2023. Merritt's results were well below Interior Health's recommended levels. In Princeton, radon levels are within acceptable limits during the daytime with HVAC systems running, and, slightly elevated levels overnight when HVAC systems are not running.

The District has engaged an engineer to mitigate the higher radon levels in the three affected buildings in Princeton. We have reduced radon levels on the main floors to meet Interior Health standards by extending HVAC cycles and sealing holes leading directly to soil. These are short-term measures as we work with the engineer on long-term solutions.



## Radon in Canada

Percentage of homes with high radon levels\*



Indoor radon data collected from the Cross-Canada Radon Survey (2011), and the Radon Thoron Survey in Canadian Metropolitan Areas (2013). Collected information is grouped by Health Region. Boundary files sourced from Statistics Canada, 2018. Map produced by Radiation Protection Bureau, Health Canada, 2019.

\*A high radon level is defined as a radon level that is greater than the Health Canada guideline for indoor radon, 200 Bq/m³.



**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: 2024/25 ANNUAL BUDGET**

**DATE: June 12, 2024**

During the May 8, 2024, Open Board Meeting, the Secretary Treasurer provided a full presentation of the 2024-2025 Annual budget that was adopted by The Board of Education for FIRST Reading. During the Open Board Meeting, June 12, 2024, trustees will be requested for SECOND and THIRD reading of the 2024-2025 Annual Budget, highlighting budgetary changes. Enclosed please find a copy of the 2024-2025 Budget Planning Summary of Submissions that was used in preparation of the annual budget.

The annual budget is represented by: Schedule 2 (Operating), Schedule 3 (Special Purpose), and Schedule 4 (Capital). The 2024-2025 operating budget intends to draw down the school district's accumulated operating surplus by \$-525,678.

Dylan Richardson  
Secretary Treasurer/CFO

DR/jmg

Encl. 2024-2025 Budget Planning Summary of Submissions



# 2024-2025 Budget Planning Summary of Submissions

*Nicola-Similkameen School District*



# DREAMING



We have a comprehensive education and support process for mental wellness



All students and families are welcome and supported

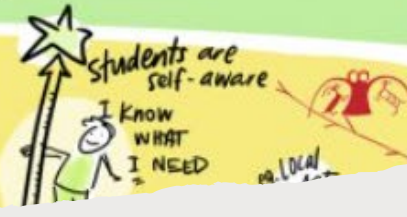
- ★ Young people can STAY in our Communities
  - ★ School district can LEAD in coordinating SUPPORTS
  - ★ EASY to FIND INFO and supports
- We maintain and establish new partnerships with institutions, agencies, organizations, and businesses

PRIDE as PEOPLE

Feel this way all the time

MENTORSHIP

We have a strong organizational culture, with continuous collaborative



## Connection

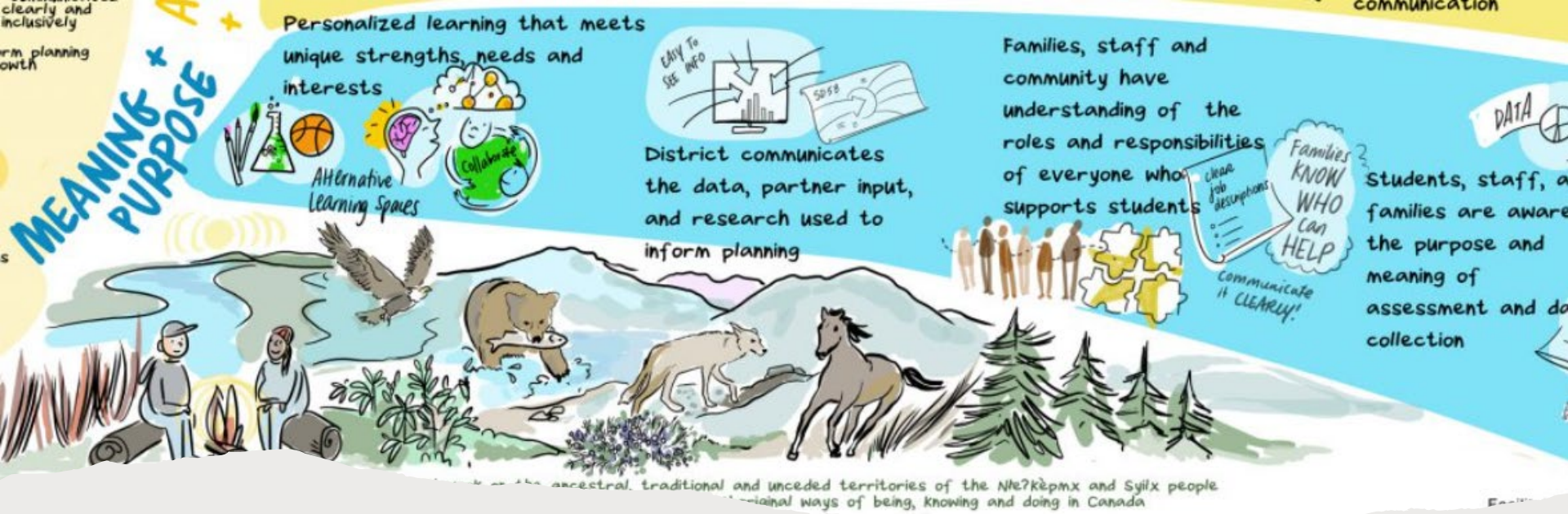
- Opportunities for students, families, and staff to participate in welcoming/open house events and activities.
- A wide range of joint activities and events for Merritt, Princeton, and communities.
- Arts Festival, Performing Arts, Evening of the Dance, and music are important events that build connection and interest.



## Appreciation & Respect

- Mental health support for students and staff.
- School-based counselling support.
- Additional food provision infrastructure and strategies
- Supporting Teachers with TTOCs to attract more volunteers to lead sports and other student activities.





## Meaning & Purpose

- Progress update on the school district's strategic goals?
- Making sure that supported activities are aligned with goals.
- Access for all students to participate in land-based learning.
- Increase capacity for sports at a competitive level at both the elementary and grade 8-9 level.
- Increase support for field trips, recognizing the positive impact these trips have on student behavior, attendance and mental health.
- Correlations between the IEC budget and the school district's overall budget.

# Discussion Questions

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- In what specific ways do you think the school district can better align its activities with its goals?
- Are there any new initiatives or projects you believe should be considered for inclusion in the budget to better achieve the school district's goals?
- How do you think resources should be allocated to best support the needs and goals of the school district?
- Are there any areas where you believe resources are currently overallocated or under allocated, and how would you suggest adjusting them?

**\*\*Budget Consultation Deadline: Friday April, 19<sup>th</sup> \*\***

Annual Budget

## **School District No. 58 (Nicola-Similkameen)**

June 30, 2025

# School District No. 58 (Nicola-Similkameen)

June 30, 2025

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

## ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2024/2025 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 Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 58 (Nicola-Similkameen) Annual Budget Bylaw for fiscal year 2024/2025.
3. The attached Statement 2 showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$40,474,042 for the 2024/2025 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2024/2025.

READ A FIRST TIME THE 8th DAY OF MAY, 2024;

READ A SECOND TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024;

READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024;

( Corporate Seal )

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Chairperson of the Board

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Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 58 (Nicola-Similkameen) Annual Budget Bylaw 2024/2025, adopted by the Board the \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

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Secretary Treasurer



# School District No. 58 (Nicola-Similkameen)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	2,235,374	2,176,193
Adult	35,750	55,750
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>2,271,124</b>	<b>2,231,943</b>
<b>Revenues</b>	<b>\$</b>	<b>\$</b>
Provincial Grants		
Ministry of Education and Child Care	32,010,733	31,589,954
Other	76,485	94,992
Other Revenue	4,686,672	4,601,972
Rentals and Leases	181,688	65,860
Investment Income	402,746	422,250
Amortization of Deferred Capital Revenue	1,346,516	1,114,103
<b>Total Revenue</b>	<b>38,704,840</b>	<b>37,889,131</b>
<b>Expenses</b>		
Instruction	29,987,809	29,441,298
District Administration	1,868,437	1,865,675
Operations and Maintenance	6,395,404	6,392,098
Transportation and Housing	1,629,124	1,611,969
<b>Total Expense</b>	<b>39,880,774</b>	<b>39,311,040</b>
<b>Net Revenue (Expense)</b>	<b>(1,175,934)</b>	<b>(1,421,909)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>525,678</b>	<b>713,279</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(650,256)</b>	<b>(708,630)</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(650,256)	(708,630)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(650,256)</b>	<b>(708,630)</b>

School District No. 58 (Nicola-Similkameen)

Annual Budget - Revenue and Expense

Year Ended June 30, 2025

Statement 2

	2025 Annual Budget	2024 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	30,440,903	29,419,811
Special Purpose Funds - Total Expense	7,209,420	7,608,807
Special Purpose Funds - Tangible Capital Assets Purchased	155,143	74,240
Capital Fund - Total Expense	2,230,451	2,282,422
Capital Fund - Tangible Capital Assets Purchased from Local Capital	438,125	614,118
<b>Total Budget Bylaw Amount</b>	<b>40,474,042</b>	<b>39,999,398</b>

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed
Signature of the Superintendent	Date Signed
Signature of the Secretary/Treasurer	Date Signed

DRAFT

# School District No. 58 (Nicola-Similkameen)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<b>(1,175,934)</b>	<b>(1,421,909)</b>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(155,143)	(74,240)
From Local Capital	(438,125)	(614,118)
From Deferred Capital Revenue	(12,023,446)	(4,954,502)
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(12,616,714)</b>	<b>(5,642,860)</b>
Amortization of Tangible Capital Assets	2,230,451	1,975,510
<b>Total Effect of change in Tangible Capital Assets</b>	<b>(10,386,263)</b>	<b>(3,667,350)</b>
	-	-
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>(11,562,197)</b>	<b>(5,089,259)</b>

# School District No. 58 (Nicola-Similkameen)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget \$	2024 Amended Annual Budget \$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education and Child Care	25,750,270	24,688,033
Other	69,385	79,704
Other Revenue	3,590,172	3,529,222
Rentals and Leases	181,688	65,860
Investment Income	323,710	343,713
<b>Total Revenue</b>	<b>29,915,225</b>	<b>28,706,532</b>
<b>Expenses</b>		
Instruction	22,789,100	22,127,199
District Administration	1,868,437	1,762,502
Operations and Maintenance	4,341,495	4,198,556
Transportation and Housing	1,441,871	1,331,554
<b>Total Expense</b>	<b>30,440,903</b>	<b>29,419,811</b>
<b>Net Revenue (Expense)</b>	<b>(525,678)</b>	<b>(713,279)</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>525,678</b>	<b>713,279</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 58 (Nicola-Similkameen)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education and Child Care</b>		
Operating Grant, Ministry of Education and Child Care	28,033,229	26,967,695
ISC/LEA Recovery	(3,485,172)	(3,485,172)
Other Ministry of Education and Child Care Grants		
Pay Equity	120,216	120,216
Funding for Graduated Adults	53,674	53,674
Student Transportation Fund	170,292	170,292
Support Staff Benefits Grant	30,025	30,025
FSA Scorer Grant	7,506	7,506
Labour Settlement Funding	114,500	448,253
Feb/May 1701 Adjustments	301,000	375,544
Expected Enrolment Increase - ELL	45,000	
Expected Enrolment Increase - Online Learning	360,000	
<b>Total Provincial Grants - Ministry of Education and Child Care</b>	<b>25,750,270</b>	<b>24,688,033</b>
<b>Provincial Grants - Other</b>	<b>69,385</b>	<b>79,704</b>
<b>Other Revenues</b>		
Funding from First Nations	3,485,172	3,485,172
Miscellaneous		
Miscellaneous Revenue	105,000	44,050
<b>Total Other Revenue</b>	<b>3,590,172</b>	<b>3,529,222</b>
<b>Rentals and Leases</b>	<b>181,688</b>	<b>65,860</b>
<b>Investment Income</b>	<b>323,710</b>	<b>343,713</b>
<b>Total Operating Revenue</b>	<b>29,915,225</b>	<b>28,706,532</b>

# School District No. 58 (Nicola-Similkameen)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	9,299,021	8,941,968
Principals and Vice Principals	2,376,618	2,450,488
Educational Assistants	3,266,306	3,365,644
Support Staff	3,560,210	3,393,237
Other Professionals	1,525,917	1,380,139
Substitutes	1,014,050	970,000
<b>Total Salaries</b>	<b>21,042,122</b>	<b>20,501,476</b>
<b>Employee Benefits</b>	<b>4,571,572</b>	<b>4,285,346</b>
<b>Total Salaries and Benefits</b>	<b>25,613,694</b>	<b>24,786,822</b>
<b>Services and Supplies</b>		
Services	1,549,169	1,355,357
Student Transportation	358,410	256,531
Professional Development and Travel	377,486	320,857
Rentals and Leases	46,132	46,076
Dues and Fees	111,629	109,147
Insurance	111,968	93,448
Supplies	1,493,291	1,704,791
Utilities	779,124	746,782
<b>Total Services and Supplies</b>	<b>4,827,209</b>	<b>4,632,989</b>
<b>Total Operating Expense</b>	<b>30,440,903</b>	<b>29,419,811</b>

# School District No. 58 (Nicola-Similkameen)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	7,870,652	473,562		176,170	121,134	576,961	9,218,479
1.03 Career Programs							-
1.07 Library Services	84,488					750	85,238
1.08 Counselling	111,364						111,364
1.10 Inclusive Education	1,130,654	161,170	2,561,787			130,054	3,983,665
1.30 English Language Learning	101,863						101,863
1.31 Indigenous Education			704,519		93,175	16,115	813,809
1.41 School Administration		1,741,886		813,228		50,170	2,605,284
<b>Total Function 1</b>	<b>9,299,021</b>	<b>2,376,618</b>	<b>3,266,306</b>	<b>989,398</b>	<b>214,309</b>	<b>774,050</b>	<b>16,919,702</b>
<b>4 District Administration</b>							
4.11 Educational Administration					438,317		438,317
4.40 School District Governance					175,190		175,190
4.41 Business Administration				221,016	279,591		500,607
<b>Total Function 4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>221,016</b>	<b>893,098</b>	<b>-</b>	<b>1,114,114</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				18,964	286,759	5,000	310,723
5.50 Maintenance Operations				1,636,811		95,000	1,731,811
5.52 Maintenance of Grounds				167,721			167,721
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,823,496</b>	<b>286,759</b>	<b>100,000</b>	<b>2,210,255</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration				18,964	131,751		150,715
7.70 Student Transportation				507,336		140,000	647,336
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>526,300</b>	<b>131,751</b>	<b>140,000</b>	<b>798,051</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>9,299,021</b>	<b>2,376,618</b>	<b>3,266,306</b>	<b>3,560,210</b>	<b>1,525,917</b>	<b>1,014,050</b>	<b>21,042,122</b>

# School District No. 58 (Nicola-Similkameen)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	9,218,479	1,984,051	11,202,530	1,067,915	12,270,445	11,913,536
1.03 Career Programs	-		-	81,200	81,200	64,701
1.07 Library Services	85,238	18,752	103,990	60,551	164,541	180,163
1.08 Counselling	111,364	24,500	135,864	4,700	140,564	259,262
1.10 Inclusive Education	3,983,665	872,691	4,856,356	372,033	5,228,389	5,335,024
1.30 English Language Learning	101,863	22,410	124,273	2,410	126,683	
1.31 Indigenous Education	813,809	180,326	994,135	552,371	1,546,506	1,425,930
1.41 School Administration	2,605,284	573,819	3,179,103	51,669	3,230,772	2,948,583
<b>Total Function 1</b>	<b>16,919,702</b>	<b>3,676,549</b>	<b>20,596,251</b>	<b>2,192,849</b>	<b>22,789,100</b>	<b>22,127,199</b>
<b>4 District Administration</b>						
4.11 Educational Administration	438,317	96,930	535,247	114,948	650,195	601,474
4.40 School District Governance	175,190	38,542	213,732	87,081	300,813	279,299
4.41 Business Administration	500,607	86,103	586,710	330,719	917,429	881,729
<b>Total Function 4</b>	<b>1,114,114</b>	<b>221,575</b>	<b>1,335,689</b>	<b>532,748</b>	<b>1,868,437</b>	<b>1,762,502</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	310,723	68,359	379,082	102,981	482,063	489,458
5.50 Maintenance Operations	1,731,811	370,091	2,101,902	681,112	2,783,014	2,707,940
5.52 Maintenance of Grounds	167,721	36,898	204,619	92,675	297,294	254,376
5.56 Utilities	-		-	779,124	779,124	746,782
<b>Total Function 5</b>	<b>2,210,255</b>	<b>475,348</b>	<b>2,685,603</b>	<b>1,655,892</b>	<b>4,341,495</b>	<b>4,198,556</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	150,715	57,687	208,402	2,936	211,338	126,859
7.70 Student Transportation	647,336	140,413	787,749	442,784	1,230,533	1,204,695
<b>Total Function 7</b>	<b>798,051</b>	<b>198,100</b>	<b>996,151</b>	<b>445,720</b>	<b>1,441,871</b>	<b>1,331,554</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>21,042,122</b>	<b>4,571,572</b>	<b>25,613,694</b>	<b>4,827,209</b>	<b>30,440,903</b>	<b>29,419,811</b>



# School District No. 58 (Nicola-Similkameen)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education and Child Care	6,260,463	6,595,009
Other	7,100	15,288
Other Revenue	1,096,500	1,072,750
Investment Income	500	
<b>Total Revenue</b>	<b>7,364,563</b>	<b>7,683,047</b>
<b>Expenses</b>		
Instruction	7,198,709	7,314,099
District Administration		103,173
Operations and Maintenance	10,711	91,614
Transportation and Housing		99,921
<b>Total Expense</b>	<b>7,209,420</b>	<b>7,608,807</b>
<b>Net Revenue (Expense)</b>	<b>155,143</b>	<b>74,240</b>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(155,143)	(74,240)
<b>Total Net Transfers</b>	<b>(155,143)</b>	<b>(74,240)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 58 (Nicola-Similkameen)

Schedule 3A

Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2025

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP
	\$	\$	\$	\$		\$
<b>Deferred Revenue, beginning of year</b>	-		710,304	24,000		
<b>Add:</b> Restricted Grants						
Provincial Grants - Ministry of Education and Child Care	125,854	99,260		128,000	14,700	72,364
Other			1,000,000			
Investment Income						
	125,854	99,260	1,000,000	128,000	14,700	72,364
<b>Less:</b> Allocated to Revenue	125,854	99,260	1,000,000	152,000	14,700	72,364
<b>Deferred Revenue, end of year</b>	-	-	<b>710,304</b>	-	-	-
<b>Revenues</b>						
Provincial Grants - Ministry of Education and Child Care	125,854	99,260		152,000	14,700	72,364
Provincial Grants - Other						
Other Revenue			1,000,000			
Investment Income						
	125,854	99,260	1,000,000	152,000	14,700	72,364
<b>Expenses</b>						
Salaries						
Teachers						23,757
Principals and Vice Principals						
Educational Assistants		81,360		110,736		
Support Staff						
Other Professionals						
Substitutes						10,511
	-	81,360	-	110,736	-	34,268
Employee Benefits		17,900		24,362		6,803
Services and Supplies	10,711		1,000,000	16,902	14,700	31,293
	10,711	99,260	1,000,000	152,000	14,700	72,364
<b>Net Revenue (Expense) before Interfund Transfers</b>	115,143	-	-	-	-	-
<b>Interfund Transfers</b>						
Tangible Capital Assets Purchased	(115,143)					
	(115,143)	-	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-

**DRAFT** - Not Finalized

June 10, 2024 11:33

# School District No. 58 (Nicola-Similkameen)

Schedule 3A

Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2025

	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Mental Health in Schools	Changing Results for Young Children	Seamless Day Kindergarten
	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>						15,518
<b>Add:</b> Restricted Grants						
Provincial Grants - Ministry of Education and Child Care	320,941	337,011	4,311,665	55,000	6,750	55,400
Other						
Investment Income						
	320,941	337,011	4,311,665	55,000	6,750	55,400
<b>Less:</b> Allocated to Revenue	320,941	337,011	4,311,665	55,000	6,750	70,918
<b>Deferred Revenue, end of year</b>	-	-	-	-	-	-
<b>Revenues</b>						
Provincial Grants - Ministry of Education and Child Care	320,941	337,011	4,311,665	55,000	6,750	70,918
Provincial Grants - Other						
Other Revenue						
Investment Income						
	320,941	337,011	4,311,665	55,000	6,750	70,918
<b>Expenses</b>						
Salaries						
Teachers	185,978		3,505,419			
Principals and Vice Principals		79,316				
Educational Assistants	70,000	25,000				56,490
Support Staff		51,000				
Other Professionals		72,000				
Substitutes						
	255,978	227,316	3,505,419	-	-	56,490
Employee Benefits	56,315	48,522	806,246			12,428
Services and Supplies	8,648	21,173		55,000	6,750	2,000
	320,941	297,011	4,311,665	55,000	6,750	70,918
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	40,000	-	-	-	-
<b>Interfund Transfers</b>						
Tangible Capital Assets Purchased		(40,000)				
	-	(40,000)	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-

**DRAFT** - Not Finalized

June 10, 2024 11:33

# School District No. 58 (Nicola-Similkameen)

Schedule 3A

Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2025

	Student & Family Affordability	JUST B4	SEY2KT (Early Years to Kindergarten)	ECL Early Care & Learning	Feeding Futures Fund	Health Career Dual Credit Expansion	Charitable Society
	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	100,000					25,000	190,016
<b>Add:</b> Restricted Grants							
Provincial Grants - Ministry of Education and Child Care		25,000	19,000	175,000	350,000		
Other							76,000
Investment Income							500
	-	25,000	19,000	175,000	350,000	-	76,500
<b>Less:</b> Allocated to Revenue	100,000	25,000	19,000	175,000	350,000	25,000	97,000
<b>Deferred Revenue, end of year</b>	-	-	-	-	-	-	<b>169,516</b>
<b>Revenues</b>							
Provincial Grants - Ministry of Education and Child Care	100,000	25,000	19,000	175,000	350,000	25,000	
Provincial Grants - Other							
Other Revenue							96,500
Investment Income							500
	100,000	25,000	19,000	175,000	350,000	25,000	97,000
<b>Expenses</b>							
Salaries							
Teachers					81,490		
Principals and Vice Principals				137,931			
Educational Assistants							
Support Staff							
Other Professionals							
Substitutes							
	-	-	-	137,931	81,490	-	-
Employee Benefits				30,345	17,928		
Services and Supplies	100,000	25,000	19,000	6,724	250,582	25,000	97,000
	100,000	25,000	19,000	175,000	350,000	25,000	97,000
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	-	-	-	-	-
<b>Interfund Transfers</b>							
Tangible Capital Assets Purchased							
	-	-	-	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-

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June 10, 2024 11:33

# School District No. 58 (Nicola-Similkameen)

Schedule 3A

Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2025

	ASSAI	United Way	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year	49,060	29,398	1,143,296
Add: Restricted Grants			
Provincial Grants - Ministry of Education and Child Care			6,095,945
Other			1,076,000
Investment Income			500
	-	-	7,172,445
Less: Allocated to Revenue	7,100	-	7,364,563
Deferred Revenue, end of year	41,960	29,398	951,178
Revenues			
Provincial Grants - Ministry of Education and Child Care			6,260,463
Provincial Grants - Other	7,100		7,100
Other Revenue			1,096,500
Investment Income			500
	7,100	-	7,364,563
Expenses			
Salaries			
Teachers			3,796,644
Principals and Vice Principals			217,247
Educational Assistants			343,586
Support Staff	5,000		56,000
Other Professionals			72,000
Substitutes			10,511
	5,000	-	4,495,988
Employee Benefits	1,100		1,021,949
Services and Supplies	1,000		1,691,483
	7,100	-	7,209,420
Net Revenue (Expense) before Interfund Transfers	-	-	155,143
Interfund Transfers			
Tangible Capital Assets Purchased			(155,143)
	-	-	(155,143)
Net Revenue (Expense)	-	-	-

**DRAFT** - Not Finalized

June 10, 2024 11:33

# School District No. 58 (Nicola-Similkameen)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget			2024 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Provincial Grants				
Ministry of Education and Child Care			-	306,912
Investment Income		78,536	78,536	78,537
Amortization of Deferred Capital Revenue	1,346,516		1,346,516	1,114,103
<b>Total Revenue</b>	<b>1,346,516</b>	<b>78,536</b>	<b>1,425,052</b>	<b>1,499,552</b>
<b>Expenses</b>				
Operations and Maintenance			-	306,912
Amortization of Tangible Capital Assets				
Operations and Maintenance	2,043,198		2,043,198	1,795,016
Transportation and Housing	187,253		187,253	180,494
<b>Total Expense</b>	<b>2,230,451</b>	<b>-</b>	<b>2,230,451</b>	<b>2,282,422</b>
<b>Net Revenue (Expense)</b>	<b>(883,935)</b>	<b>78,536</b>	<b>(805,399)</b>	<b>(782,870)</b>
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	155,143		155,143	74,240
<b>Total Net Transfers</b>	<b>155,143</b>	<b>-</b>	<b>155,143</b>	<b>74,240</b>
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	438,125	(438,125)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>438,125</b>	<b>(438,125)</b>	<b>-</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(290,667)</b>	<b>(359,589)</b>	<b>(650,256)</b>	<b>(708,630)</b>



# NICOLA-SIMILKAMEEN SCHOOL DISTRICT

## 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: POLICY APPROVAL**

**DATE: June 12, 2024**

Enclosed, please find a copy of Policy 502.1 Code of Conduct for Students and Policy 1.70 Trustee Remuneration and Expenses.

As noted during the May Board Meeting, the District is completing an interim amendment to meet the Ministerial requirements regarding the restriction of personal devices during class time. The District has received the following feedback:

- That the storage and security of student devices be addressed at each school, ensuring the safety of the technology
- That a definition of personal devices be considered to provide more clarity

In response to the feedback, it is the recommendation that an administrative procedure requirement and definition be added to the interim amendment.

No additional feedback on the circulation of Policy 1.70 Trustee Remuneration and Expenses has been provided.

SMcN/sc

**Code of Conduct for Students****-POLICY-**

The Board of Education believes and expects that students will conduct themselves in a manner that demonstrates respect for self, others, property, and the environment.

**-REGULATION-****District Code of Conduct**

All members of the District learning community shall conduct themselves, both in language and behaviour, in a manner that:

- Complies with all applicable and relevant legislation including but not limited to the prohibited grounds of discrimination as set out in the *BC Human Rights Code*.
- Reflects the values of tolerance and respect.
- Supports and models the guidelines of *Safe, Caring and Orderly Schools* at home and in the school community.

The Board of Education expects that students will:

- Conduct themselves in a manner that supports a safe, orderly, and caring school environment for all members of the learning community.
- Be aware of, and maintain a healthy respect for the diversity of all members of the school learning community.
- Be an active participant in the development of their own learning and the development of the environment that supports the learning of others.

The Board of Education believes safety and learning are the foundation of student success, and it is expected that students will:

- Engage in their learning through active attendance and the completion of school work;
  - Not use personal digital devices during hours of instruction, except when their use is for educational purposes, with teacher approval; outlined in the students' learning plan; Individual Education Plan; or is integral to addressing diagnosed medical/health needs.
  - Be free of illegal drugs and alcohol, possession, use or influence during any time they are under the jurisdiction of the school district.
  - Maintain a level of conduct that eliminates violent behaviour (physical and emotional) and the use of any form of weapon.
-



It is expected that a progressive discipline process will be actively engaged from the school level up on through to the Board level. Consequences are a result of an individualized assessment of the circumstance relating to each student and the determination of the steps necessary to maintain a safe, orderly and caring environment. It is the duty of the Board to maintain the safety of all students, and when that safety is jeopardized by the actions of others, the Board will act to protect students and remove the source of that danger.

### **School Code of Conduct**

Each school shall develop and maintain a school code of conduct consistent with the *Safe, Caring and Orderly School* guidelines. School codes of conduct must, at a minimum, include:

- A statement of purpose.
- Statements describing acceptable and unacceptable behaviour while at school, at a school-related activity or in other circumstances where engaging in the activity will have an impact on the school environment.
- Strategies with respect to the consequences of unacceptable behaviour, that are guided by a progressive discipline process and/or restorative process rather than punitive methodologies and be cognizant of students with special needs and disabilities of an intellectual, physical, sensory, emotional or behavioural nature.
- A statement of rising expectations indicating changing expectations as students mature
- A statement of indicating the schools' responsibility for notifying parents and, in the event of a serious breach of the code of conduct, other agencies.
- Makes explicit reference to the BC Human Rights Code. Thus the Code of Conduct addresses the prohibited grounds of discrimination set out in the BC Human Rights Code (Section 7) in respect of discriminatory publication:
- A statement restricting the use of personal digital devices during hours of instruction, except when their use is for educational purposes, with teacher approval; outlined in the students' learning plan; Individual Education Plan; or is integral to addressing diagnosed medical/health needs.
- An administrative procedure outlining the procedure for securing students' personal devices.

#### ***Discriminatory publication***

7 (1) *A person must not publish, issue or display, or cause to be published, issued or displayed, any statement, publication, notice, sign, symbol, emblem or other representation that*

*(a) indicates discrimination or an intention to discriminate against a person or a*

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*group or class of persons, or*

*(b) is likely to expose a person or a group or class of persons to hatred or contempt because of the race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation or age of that person or that group or class of persons.*

*(2) Subsection (1) does not apply to a private communication, a communication intended to be private or a communication related to an activity otherwise permitted by this Code.*

And, as set out in the Human Rights Code (Section 8) in respect of discrimination in accommodation, services, facilities, or school environment:

***Discrimination in accommodation, service and facility***

**8 (1)** *A person must not, without a bona fide and reasonable justification,*

*(a) deny to a person or class of persons any accommodation, service or facility customarily available to the public, or*

*(b) discriminate against a person or class of persons regarding any accommodation, service or facility customarily available to the public because of the race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation or age of that person or class of persons.*

*(2) A person does not contravene this section by discriminating*

*(a) on the basis of sex, if the discrimination relates to the maintenance of public decency or to the determination of premiums or benefits under contracts of life or health insurance, or*

*(b) on the basis of physical or mental disability or age, if the discrimination relates to the determination of premiums or benefits under contracts of life or health insurance.*

- An expectation that all school codes of conduct will be reviewed on a yearly basis, distributed to all staff, parents and students at the beginning of each school year and to newly assigned staff and students registering mid-year. This can be achieved by having the Code of conduct:

- Available on the school's website.
- Available in printed brochures.
- Included in student agendas (where possible).
- Posted in a prominent location within the school.

**VALUES**

In its consideration of this policy, the Board has been guided by the principles of responsibility, respect, fairness, and compassion.

**DEFINITIONS**

**Personal Digital Devices:** Personal digital devices means any personal electronic device that can be used to communicate or to access the internet, such as a cell phone or a tablet.



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## POLICY 1.70 TRUSTEE REMUNERATION AND EXPENSES

### Trustee Remuneration

In accordance with the provisions of the *School Act*, the Board may authorize the payment of remuneration to the chair, vice chair and other trustees. The remuneration for the chair and vice chair may be greater than for other trustees.

The annual remuneration shall be paid to each trustee in twelve equal instalments.

Trustees' annual remuneration effective December 1, 2023:

Position	Remuneration
Chairperson	\$23,237
Vice-Chairperson	\$21,737
Trustee	\$20,237

Effective January 1<sup>st</sup> of each year, the British Columbia Consumer Price Index, as at December of the previous year, will be used to calculate the increase to all Trustee positions.

### Trustee Expenses

Expenses shall be paid to Trustees for attending authorized meetings, conferences, workshops, seminars, in accordance with BCSTA rates and guidelines. The following additional guidelines affect trustee expense reimbursement:

1. Trustees will be paid mileage while travelling on school board business, in excess of 32 km, round trip, from the closer of the district office or Princeton Secondary School.
2. Technology Allowance of \$75.00 per month, paid quarterly.

Payment of Expenses in Advance - Trustees may seek an advance on per diems and mileage for approved out-of- town business engagements of two or more days.



# NICOLA-SIMILKAMEEN SCHOOL DISTRICT

## 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:** POLICY DEVELOPMENT - PUBLIC  
CONSULTATION

**DATE:** June 12, 2024

Enclosed, please find copies of the following policies being brought forward for further consultation. The policies have been reviewed and updated by the Nicola-Similkameen Policy Committee.

- a) 3.20 Admission of Fee-Paying Students (Public Notice and Comment)
- b) 3.40 Fench Immersion (Public Notice and Comment)
- c) 3.50 Indigenous Languages (Review by Existing Committee – LEA)
- d) 3.60 Learning Commons (Public Notice and Comment)

Based on Policy 1.40 Policy Development and Currency, the Board will authorize an appropriate consultation process for each of the Policies. Consultation mechanisms are listed below:

#### 3. Consultation

- 3.1. The Board welcomes the input of rightsholders and interested and affected parties and public, within the district, with respect to the development and revision of its policies. New policy, or revisions to existing policy, shall be presented at a Board Meeting, and authorized for consultation, depending on the nature of the policy, utilizing one of the mechanisms below.
  - 3.1.1. Public Notice and Comment – The policy may be circulated for comment and feedback, the timelines will coincide with the dates for preparation of the subsequent Board Agenda.
  - 3.1.2. Review By Existing Committees – The policy may be presented to an existing committee for discussion and advice.
  - 3.1.3. Ad-hoc Working Committee – An ad-hoc working committee may be struck to provide feedback and advice regarding the matter.

SMcN/sc



## POLICY 3.20 ADMISSION OF FEE-PAYING STUDENTS

The Board of Education recognizes that on occasion, out of province and out of country families that are not ordinarily resident in British Columbia may wish to have their children attend a school in the district.

The Board authorizes the Superintendent of Schools to admit a limited number of students on a fee-paying basis and in no case shall a fee-paying student displace programming for ordinarily resident students. The final determination for admission of fee-paying students shall be the responsibility of the Superintendent of Schools.

### Guidelines

1. The annual tuition fee shall be established by the Secretary Treasurer commensurate with provincial funding.
2. Payment of the tuition fee must be made in advance to the District.
3. Fee-paying students enrolled into the school district are expected to have proficiency in English and academic ability such that additional services are not required. Additional tuition fees may apply for those students with requiring English language support.
4. Any boarding fees are additional to tuition and shall be paid by each fee-paying student directly to the home stay family.



## POLICY 3.40 FRENCH IMMERSION

The Board of Education recognizes the lifelong cognitive, social, and career benefits of learning French, as an official language of Canada and supports the provision of French Immersion programs where enrollment, facilities and teacher availability permit.

The Board supports an Early French Immersion Program as an educational option and program of choice in the District, with the goal of providing the opportunity for students to become functionally bilingual in English and French.

### Guidelines

1. Provided enrollment, facilities and teacher availability permit, French Immersion programming will be offered from Kindergarten to Grade 12.
2. To ensure continuity, predictability and a smooth operation of both French Immersion and English programs, the Board reserves the right to limit enrollment when facilities and staffing issues impact delivery of programming. If significant changes to the program are contemplated, the Board will consult and provide appropriate notice.
3. Students who wish to enroll in French Immersion who are beyond Kindergarten without previous French Immersion exposure may be admitted to a program if they are able to demonstrate the required skills and abilities.
  - 3.1. Once admitted, the student's progress will be reviewed and a decision may be made regarding continued placement within the program.
4. Students from outside the School District who have French Immersion experience will be given priority placement in French Immersion if and when space becomes available.
5. Students who leave French Immersion may be able to receive some credits for core French through a challenge or equivalency process.



### POLICY 3.60 LEARNING COMMONS

Learning Commons are physical and virtual learning spaces within schools where students are provided with flexible, learner-focused, opportunities for collaboration, inquiry, imagination and play.

The Board of Education believes that Learning Commons should feature current and dynamic programming supported by qualified staff in order to foster innovative and inclusive opportunities to support student learning, well-being and success.

The Board will support Learning Commons as gateways to student learning, providing access to documentation, information and new technologies.





## NICOLA-SIMILKAMEEN SCHOOL DISTRICT

### ADMINISTRATION OFFICE

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

#### MEMORANDUM

**TO: All Trustees**

**FROM: Jane Kempston  
Assistant Superintendent**

**RE: DPAC REPORT**

**DATE: June 12, 2024**

We are happy to inform you that after much thought and consideration, the DPAC has decided to use dedicated Mental Health Grant dollars to reengage with Dr. Jody Carrington in support of parents and families across the District.

We are grateful for the DPACs ongoing commitment and dedication to the wellness of students and families.

JK/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

**MEMORANDUM**

**TO: All Trustees**

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

**RE: Superintendent of Schools, Search Update**

**DATE: June 12, 2024**

We would like to provide an update that the Board of Education has commenced the search process for a new Superintendent of Schools. This follows the announcement of our current Superintendent, Mr. McNiven, regarding his retirement. The Board is committed to a thorough and inclusive search to find the best candidate to lead the Nicola-Similkameen School District. We have completed initial interviews and will be holding in-person interviews in the coming weeks with the goal to have a new Superintendent in place for the September start to the school year. Further updates will be provided.

Dylan Richardson  
Secretary Treasurer/CFO

May 2 2024

Dear School District #58 Board,

I am writing to discuss the issue of access to school bus transportation for all students within our district.

I understand that there are walking distance limits in place that restrict access to school bus transportation for certain students. From the policy on the SD website, the walking limit is 5km from the school (which takes an estimated 45-60 minutes to complete). This walking limit would apply to populated areas like the flats, the tunnel, and the benches.

While I understand that logistical and budgetary considerations have played a role in determining these policies I see it is worthwhile to revisit the current lifestyles and needs of the residents of Princeton, and how this consideration might revise the application of this policy.

Providing bus service to all secondary students offers our community and students intrinsic benefits:

**Equity in access to education**

Ensuring that all kids have access to school bus transportation contributes to equity in education. Students from various backgrounds may face challenges in getting to school without transportation assistance. Students may be late or not attend if they do not have reliable transport. This extends beyond socioeconomic status as many factors can impact a family's ability and willingness to provide consistent and safe transportation.

Access to school buses helps level the playing field, ensuring that transportation barriers do not hinder educational opportunities.

**Reduced traffic congestion**

Enabling high school students to use the school bus can alleviate traffic congestion around the school premises and reduce traffic-related risks around the school. This not only streamlines traffic flow but also benefits the environment by reducing the number of individual vehicles on the road.

**Parental and community support**

In decades past, it was more common to see a stay at home parent who could provide regular transportation. In more recent years we see the sole caregiver or (if applicable) both caregivers are employed.

The major employers of our town (Weyerhaeuser and Copper Mountain Mine) employ many families. Many of our students have one or two caregivers who are working shift work hours which also makes consistent transportation difficult. And though this issue isn't specific to those working shift work, we have many families in town trying to manage adequate childcare and transport for their kids to and from school.

Access to school bus services is likely to garner strong support from parents and community members who recognize the importance of having reliable transportation for our children. It is also a practical way to support local families of our school-aged kids and the realities of our Princeton lifestyle.

With these points in mind, I request that the Board consider some alternate options that can serve the goals of the School District as well as the families and students of Princeton.

### **Options for consideration**

#### **1. Reduce the walk limits**

We can all acknowledge that there is great support for active transportation as a way to support student physical health. However, what would be considered a reasonable walking distance for students should account for the unique factors of Princeton:

- **Lack of walkability:** the town of Princeton lacks some core foundations for safe walkability. Mainly, sidewalks, sidewalk continuity, and curb stops to make it safe for pedestrians. This is especially true coming from the Third Bench.
- **Weather considerations:** Another factor is the weather of Princeton, where snow conditions can reduce walkability even further when the shoulders of the road are filled with snow and ice. It can become unsafe for kids to walk along the roads during these situations.

If this is a consideration the board is willing to make, I would point out some of the walking limits for secondary school students of other school districts in BC:

- Walk limit of 3.5km: SD83 North Okanagan-Shuswap, SD79 Cowichan Valley
- Walk limit of 3.2km: SD53 Okanagan Similkameen, SD46 Sunshine Coast, SD47 qathet,
- Walk limit of 3km: SD8 Kootenay Lake, SD20 Kootenay-Columbia,
- Walk limit of 2.5km: SD91 Nechako Lakes
- Walk limit of 2.4km: SD22 Vernon
- Walk limit of 2.3km: SD50 Haida Gwaii
- Walk limit of 4.8km but ridership allowed if the home location does not have adequate transit service: SD23 Central Okanagan, SD34 Chilliwack
- Walk limit of 0.8km: SD59 Peace River South

#### **2. Provide courtesy access if there is seating availability on the current bus routes**

I understand, anecdotally, that there is current room on the buses that drop off at the highschool. Perhaps there could be an opportunity for interested families to apply for ridership on the current buses and there would be enough room to support the interested families.

#### **3. Charge a fee for bus service within walk limits**

If budget is a concern for the school district, then perhaps families could pay a fee for ridership and families with financial hardship could apply for specific support.

This letter is written in earnest. It is rumoured that the past boards have been quick to dismiss appeals for opening up ridership to secondary students in town limits. However, I am optimistic that you will consider these points.

Ultimately, I implore the board to consider the stance that all kids and families in Princeton should be provided the same level of service regardless of grade level.

I am more than willing to collaborate and contribute to any efforts aimed at addressing this issue.

Thank you for your time and attention to this matter.

Kind regards,



Shawna Scafe



**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: New OCP for Electoral Areas M and N**

**DATE: June 12, 2024**

Enclosed trustees will find correspondence from the TNRD, Proposed New Official Community Plans (OCP) for Electoral Areas “M” & “N.” An OCP describes the long-term vision of communities supporting sustainability and resilience by addressing such matters as transportation, housing, sustainability or the impacts of climate change.

The TNRD would like to consult with Nicola-Similkameen School District, inviting initial comments and any future School District Plans for these areas. The TNRD will also discuss the plans in greater detail as they move closer to a first draft later in the fall of 2024 but welcome early feedback.

Dylan Richardson  
Secretary Treasurer/CFO

Encl. Proposed New Official Community Plans for Electoral Areas “M” & “N”

## **Proposed New Official Community Plans for Electoral Areas “M” & “N”**

An Official Community Plan (OCP) describe the long-term vision of communities. They are a statement of objectives and policies that guide decisions on regional district planning and land use management. These decisions impact communities' sustainability and resilience. Many local governments include planning policies in their official community plans that support positive economic, social and cultural, and environmental outcomes.

To support community sustainability and resilience, local governments often integrate their official community plans and a range of other community plans and strategies, addressing such matters as transportation, housing, sustainability or the impacts of climate change.

### **History**

With the need to seek a balance between natural resource extraction, environmental protection and tourism opportunities, the Thompson-Nicola Regional District (TNRD) Board of Directors adopted the first Official Regional Plan in 1979. From this plan evolved the first long-range planning initiative for portions of the two noted Electoral Areas in the form of the Nicola Valley Official Settlement Plan (OSP), adopted by the Board in the early 1980s. The OSP offered the first area specific objectives and policies to guide decisions on planning and land use. The OSP was reviewed in the early 1990s, culminating in the adoption of this documents as an Official Community Plan (OCP) in 1996.

Since this time, the OCP has only had minor amendments in the form of Wildfire Hazard Management, Community Parks, Riparian Areas and Greenhouse Gas (GHG) Emission Reduction Policies in 2010 and 2011. Typically, OCPs are reviewed every 5-8 years. Considering its age and outdated policies and objectives, coupled with its limited area of coverage, the TNRD Board elected to start the process for an Electoral Area based OCP rather than just select areas within the EAs. We wrote a new OCP for EAs “A”, “B” and “O” comprising the North Thompson Valley. The proposed “M” and “N” OCP will be written similarly. The North Thompson OCP which can be viewed here:

<https://www.tnrd.ca/planning-development/planning/official-community-plans/>

The new OCP will include similar form, policies and objectives as noted in the North Thompson OCP but specific to EAs “M” and “N”. See attached maps for EAs “M” and “N” for context.

**At this early stage, we simply wish to alert you to these two new planning projects being developed concurrently. If you have any questions, or wish to provide early commentary, then please contact Dan Wallace at [ocp@tnrd.ca](mailto:ocp@tnrd.ca) or simply email me directly at [danwallace@tnrd.ca](mailto:danwallace@tnrd.ca).**

