



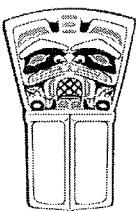
SCHOOL DISTRICT NO. 92 (NISGA'A)
BOARD OF EDUCATION
REGULAR MEETING
SCHOOL BOARD OFFICE
GITLAXT'AAMIKS, BC

TUESDAY, FEBRUARY 19, 2019 – 6:30 PM

A G E N D A

1. CALL TO ORDER				
2. DECLARATION OF QUORUM				
3. APPROVAL OF AGENDA FOR FEBRUARY 19, 2019	Motion	Attachment		
4. ADOPTION OF MINUTES OF PRIOR MEETING: 4.1 Regular Board Meeting – January 15, 2019	Motion	Attachment	Page 1-8	
5. BUSINESS ARISING FROM THE MINUTES:				
6. PRESENTATION: 6.1				
7. EDUCATION: 7.1 2019/2020 School Calendar (feedback) 7.2 FNESC Workplan Update 7.3 Policy for teacher evaluations	Information	Attachment	Page 9-11	
8. BUSINESS: 8.1 Capital Bylaw No. 2019-01 8.2 Amended Annual Budget 2018/19 8.3 Interim Financials at December 31, 2018 8.4 Interim Financials at January 31, 2019 8.5 Maintenance Report – January 31, 2019 8.6 IT Report – December 2018/January 2019	Info/Action Information Information Information Info/Action Information	Attachment Attachment Attachment Attachment Attachment Attachment	Page 12-13 Page 14-30 Page 31-32 Page 33-35 Page 36-38 Page 39-42	
9. POLICY DEVELOPMENT & REVIEW: 9.1 Policy No. 318 – Physical Restraint and Seclusion	Motion	Attachment	Page 43-48	
10. CORRESPONDENCE RECEIVED: 10.1				
11. TRUSTEE REPORTS: 11.1 Indigenous Education Committee Report – Trustee Azak 11.2 Provincial Council Report – Trustee Hayduk	Information Information	Attachment Attachment	Page 49-54 Page 55-56	
12. PUBLIC QUESTION PERIOD:				
13. ADJOURNMENT:				

Note - Next Board Meetings: April 8, 2019 – Committee of the Whole – School Board Office
April 16, 2019 – Board Meeting School Board Office



SCHOOL DISTRICT NO. 92 (NISGA'A)

MEETING AGENDA ITEM #4.1

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	Minutes of the Regular Meeting of the Board – January 15, 2019		

Background/Discussion:

Minutes as attached.

Recommended Action:

THAT the Minutes of the Regular Meeting of the Board held on January 15, 2019 be approved.

Presented by: Board Chair

**SCHOOL DISTRICT NO. 92 (NISGA'A)
BOARD OF EDUCATION
REGULAR MEETING
SCHOOL BOARD OFFICE
GITLAXT'AAMIKS, BC**

JANUARY 15, 2019 – 6:30 PM

In attendance:	Elsie Davis Norman Hayduk Floyde Stevens Charlene Ousey Alvin Azak	Laxgalts'ap Trustee Nass Camp Trustee Gingolx Trustee Gitlaxt'aamiks Trustee Gitwinksihlkw Trustee
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Also in attendance:	Joe Rhodes Carey Stewart Kory Tanner Sharlene Grandison Kaitlyn Nyce	Superintendent of Schools Assistant Superintendent Assistant Secretary Treasurer Recording Secretary Student Trustee
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Absent:	Orest Wakaruk	Secretary Treasurer
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1. CALL TO ORDER

The meeting was called to order at 7:08 pm

2. DECLARATION OF QUORUM

Board Chair declared a quorum.

3. APPROVAL OF AGENDA FOR JANUARY 15, 2019

R02-1246

That the Board of Education approve January 15, 2019 with the following additions:

- 7.3 Language and Culture
- 8.5 Capital Bylaw

Trustee Ousey/Trustee Stevens	Carried
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4. ADOPTION OF MINUTES:

4.1 Regular Board Meeting – November 20, 2018

R02-1247

That the Minutes of the Regular Meeting of the Board of Education held on November 20, 2018 be approved.

Trustee Ousey/Trustee Azak

Carried

4.2 Special Meeting – November 29, 2018

R02-1248

That the Minutes of the Special Meeting of the Board of Education held on November 29, 2018 be approved.

Trustee Ousey/Trustee Azak

Carried

5. BUSINESS ARISING FROM THE NOVEMBER 20, 2018 MINUTES:

Superintendent Rhodes updated that the Breakfast budget at NESS has enough funds to help with lunch, to provide snacks, hopefully the culinary department can set up for lunch in the future.

6. PRESENTATION:

6.1 Leslie Robinson – Youth Engagement Coordinator, NLG

A presentation by Leslie Robinson on the Strengthening Youth Engagement meeting – August 1, 2018 at the NLG Chambers, ideas that came out of that meeting by the youth:

- Language & Culture
- Nisga'a Government
- Education
- Leadership
- Life Skills Workshops
- Employment
- Health & Wellness
- Mentorship

7. EDUCATION:

Superintendent of Schools – Joe Rhodes:

7.1 Six-Year Completion & Grade 12 Graduation Rates – 2017/2018

- Moved up to 40% (average is 65%)

- It continues to move forward
- The Grad rate is based on the proportion of students who graduate, with a BC Certification or BC Adult Graduation Diploma, within 6 years from the first time they enrol in Grade 8.
- Number of students enter grade 12 for the first time in September who then graduate in that same year.
- Encouraging to see it move in the right direction.

7.2 Attendance:

- The attendance table presented in the meeting projects 90% plus attendant summary for September to January of 2017 and 2018 2019.
- The findings of 90% or better regarding student population.
- Attendance – encouraging to see the first three months
- Slightly improved rate in attendance
- What has changed:
The district has been networking with Community Education Manager, Lisims Programs and Services, Lisims Government Executive.

7.3 School Calendar – 2019/2020

The draft 2019/2020 School Calendar is a roll-over from last year's. The Ministry of Education has removed one curriculum Implementation day and add 5 hours on instruction. Place markers are similar days as this years.

The calendar now needs to be put out to the public for review and feedback.

R02-1249

That the Board of Education approve Administration to send the draft 2019/2020 School Calendar out to the public for review and feedback.

Trustee Ousey/Trustee Azak

Carried

8. BUSINESS:

Assistant Secretary Treasurer – Kory Tanner

8.1 Interim Financials at November 30, 2018

Assistant Secretary Treasurer Kory Tanner presented the Interim Financials at November 30, 2018.

R02-1250

That the Board of Education for School District No 92 (Nisga'a) approve the Interim Financials at November 30, 2018.

Trustee Hayduk/Trustee Azak

Carried

8.2 Information Technology Report for November 30, 2018

Assistant Secretary Treasurer Kory Tanner presented the Information Technology Report for November 30, 2018.

For information only.

8.3 Maintenance Report

Assistant Secretary Treasurer Kory Tanner presented the Maintenance Report for December 2018.

QUESTION:

Trustee Ousey – are the kids back in AAMES?

K. Tanner – they were in the school on January 8th, but the heat controls are still being fine tuned.

For information only.

Called back to order at 8:05 pm

8.4 Housing at Eagle House – 2018/2019 School Year

This is an ongoing contract with Gingolx Village Government (GVG) for many years now. GVG has not once paid the full cost of operating Eagle House. The contract has not been signed this year by GVG; the amount should have increased but the district chose to leave it the same for the 18/19 school year. There have been no payments made since September 2018.

There is a meeting scheduled with Gingolx Village Government on January 18, 2019.

*This item will be moved to the next board meeting.

8.5 Capital Bylaw No. 2019-01

The Ministry has approved the School District in the borrowing of funds from TD Canada Trust in the amount of \$700,000 for the purpose of renovations of teacher accommodations in the Nisga'a School District. Term

Bylaw No. 2019-01 attached for approval.

*This item was deferred to the next Board meeting.

9. POLICY DEVELOPMENT & REVIEW:

9.1 Policy No. 502-P – Capital Planning

The District Strategic Plan requires policy to be written for key management areas. This is a new policy that organizes, explains and approvals for Capital Planning projects on an annual basis. The Policy was sent out to all community agencies for feedback, and none were received. Recommending Board approval.

R02-1251

That the Board of Education approve Policy No. 502-P – Capital Planning as presented.

Trustee Ousey/Trustee Stevens

Carried

10. CORRESPONDENCE RECEIVED:

None

11. TRUSTEE REPORTS:

No Trustee reports.

12. PUBLIC QUESTION PERIOD:

Peter Leeson:

- Open Session – delayed. In the past we used to shut down the closed session, the public makes time to attend.
- Why was there no Board Meeting in December?
- Did not hear why the Secretary Treasurer was not here.
- District Improvement Plan/Communications Audit – are these still being followed?
- Why was the Payroll moved to Terrace? When we have people here.
- Policies – don't know why these policies are not sent to our office for discussion.

- The Language and Culture Funds from FNESC – how is this being expended? Who is expending it? Who is in charge?
- School Calendar – I see the Calendar is for our input. They are sent home with the kids, a lot of kids lose their, or it gets thrown in the garbage.
- Will ask CEO why we don't see information in our office from school district 92.
- See the Maintenance person is not in here again.
- It's always concerning to hear clawbacks when there are Assistants to Administration.
- Find jobs that will keep our people here (economic development)

Brian Tait:

- Congratulates new Board and returning Trustees
- Get clarity on the funds that are being clawed back
- Write a letter to try and get funds back
- FNESC funds – this government is different today, be aggressive with the moves you set.
- Struggling with Nisga'a language and culture – we learned from english books. The first treaty – we built a smoke house, a teaching tool – hunting is a teaching tool
- Encourages to bring in state of the art trades (engineers, drafts people)
- Met with J. Gordon – assessments
- Truth & Reconciliation
- Attend meetings as Peter mentioned.
- With regards to partnership with the Union, will back with Gordon, then will get back to Board Chair.

Charity Peal:

The \$54,000 from NGL, how much was spent?

Communication – the secretary at NESS announced the changes of administration, but did not hear from Board Office Administration.

Six-Year Grad Rate –

In regard to the six-year graduation rates - with concern for the grade 9 & 10's and adding academic support blocks rather than course credits - will they fulfill their graduation requirements on time?

Happy to hear about the attendance and the breakfast program.

Derek Azak:

- The grant from FNESC – need Nisga'a Rep(s), get representation will have more voice, will serve our children better.

Rich Hotson:

- Leslie Robinson presentation – would be interesting to cross reference (this with what's already happening at the school.)
- What is the estimated Year End deficit at this point? K.Tanner – we have not gotten that far yet.

13. ADJOURNMENT:

The meeting adjourned at 10:35 pm.

Trustee Azak/Trustee Ousey

Carried

Certified correct,
Elsie Davis,
Board Chair

Certified correct,
Orest Wakaruk,
Secretary Treasurer



SCHOOL DISTRICT NO. 92 (NISGA'A)

MEETING AGENDA ITEM #7.1

Action:	X	Information:	X
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	2019/2020 School Calendar (feedback)		

Background/Discussion:

2019/2020 School Calendar and feedback attached.

Recommended Action:

Presented by: Superintendent

Feedback
2019-2020 School Calendar

No board meeting in December
Spring Break should be with Good Friday and Easter Monday

Half days for parent-teacher interviews are not on the calendar (did board decide that it was too confusing?)

Schedule 5 days in August instead of 1x/month
Focus on the Strategic Plan



SCHOOL DISTRICT NO. 92 (NISGA'A)

MEETING AGENDA ITEM #8.1

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	Capital Bylaw No. 2019-01		

Background/Discussion:

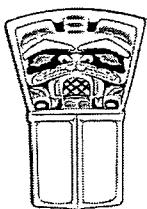
Capital Bylaw No. 2019-01 attached

Recommended Action:

That the Board of Education for School District No. 92 (Nisga'a) dispense with the first and second readings of Bylaw No. 2019-01.

That the Board of Education approve the Capital Bylaw No. 2019-01.

Presented by: Assistant Secretary Treasurer



**SCHOOL DISTRICT NO. 92 (NISGA'A)
BOARD OFFICE**

4702 Huwilp Road Phone: (250) 633-2228
PO Box 240 Fax: (250) 633-2401
Gitlaxt'aamiiks, BC
V0J 1A0

Board of Education School District No. 92 (Nisga'a)

BYLAW No. 2019-01

A Bylaw by the Board of Education School District No. 92 (Nisga'a) to approve the borrowing of funds from The Toronto-Dominion Bank for the purposes of: an operating line, a business visa facility, and a term loan (re: renovations of teacher accommodation) for the School District.

Whereas the Board of Education School District No. 92 (Nisga'a) wishes to enter into an agreement with respect to the borrowings for an operating line, a business visa facility and a term loan (for the purposes of undertaking renovations for teacher accommodations in the Nisga'a School District;

AND WHEREAS the Ministry of Education has authorized the borrowing of such funds (for the purposes of undertaking renovations for teacher accommodations in the Nisga'a School District in the letter attached hereto, pursuant to section 144 of the School Act;

AND WHEREAS the Board of Education School District No. 92 (Nisga'a) wishes to enter into a lending agreement with The Toronto-Dominion Bank on the terms set out in the attached Loan Agreement from The Toronto-Dominion Bank;

NOW THEREFORE the Board of Education School District No. 92 (Nisga'a) enacts as follows:

1. With the approval of the Ministry of Education, the Secretary Treasurer is authorized to enter into an agreement with The Toronto-Dominion Bank for the borrowing of funds on the terms set out in the attached Loan Agreement from TD Commercial Banking dated January 14, 2019.

READ A FIRST TIME THE _____ DAY OF _____, 2019;

READ A SECOND TIME THE _____ DAY OF _____, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2019.

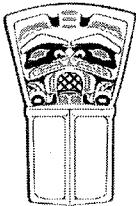
Board Chair

Corporate Seal

Secretary Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 92 (Nisga'a) Bylaw No. 2019-01 adopted by the Board the _____ day of _____, 2019.

Secretary-Treasurer



SCHOOL DISTRICT NO. 92 (NISGA'A)

MEETING AGENDA ITEM 8.2

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	2018/2019 Amended Annual Budget		

Background/Discussion:

The 2018/2019 Amended Annual Budget attached for approval.

Recommended Action:

That the Board approve the Amended Annual Budget dated February 19, 2019, Version 7681-6935-4953.

A Bylaw of the Board of Education of School District No. 92 (Nisga'a) to adopt the Amended Annual Budget for the fiscal year 2018/2019 pursuant to section 113 of the School Act. Copy is attached for reading and signing by the Chairperson of the Board and the Secretary Treasurer.

Presented by: Secretary Treasurer

Amended Annual Budget

School District No. 92 (Nisga'a)

June 30, 2019

School District No. 92 (Nisga'a)

June 30, 2019

Table of Contents

Bylaw	1
Amended Annual Budget - Revenue and Expense - Statement 2	2
Amended Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1	5
Amended Annual Budget - Operating Revenue and Expense - Schedule 2	6
Schedule 2A - Amended Annual Budget - Schedule of Operating Revenue by Source	7
Schedule 2B - Amended Annual Budget - Schedule of Operating Expense by Object	8
Schedule 2C - Amended Annual Budget - Operating Expense by Function, Program and Object	9
Amended Annual Budget - Special Purpose Revenue and Expense - Schedule 3	11
Schedule 3A - Amended Annual Budget - Changes in Special Purpose Funds	12
Amended Annual Budget - Capital Revenue and Expense - Schedule 4	14

*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. 92 (NISGA'A) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2018/2019 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. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 92 (Nisga'a) Amended Annual Budget Bylaw for fiscal year 2018/2019.
3. The attached Statement 2 showing the estimated revenue and expense for the 2018/2019 fiscal year and the total budget bylaw amount of \$11,329,518 for the 2018/2019 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 2018/2019.

READ A FIRST TIME THE _____ DAY OF _____, 2019;

READ A SECOND TIME THE _____ DAY OF _____, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2019;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 92 (Nisga'a) Amended Annual Budget Bylaw 2018/2019, adopted by the Board the _____ DAY OF _____, 2019.

Secretary Treasurer

School District No. 92 (Nisga'a)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2018 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	380.250	386,813
Adult	2.750	
Other	17.375	13,500
Total Ministry Operating Grant Funded FTE's	400.375	400,313
 Revenues	 \$	 \$
Provincial Grants		
Ministry of Education	283,672	620,255
Other	45,299	
Other Revenue	9,855,303	8,688,487
Rentals and Leases	253,100	234,100
Investment Income	24,000	20,000
Amortization of Deferred Capital Revenue	317,223	302,604
Total Revenue	10,733,298	9,910,745
 Expenses	 	
Instruction	7,346,629	6,693,254
District Administration	1,444,033	1,494,273
Operations and Maintenance	2,003,078	1,996,529
Transportation and Housing	426,776	459,550
Debt Services	4,500	
Total Expense	11,225,016	10,643,606
 Net Revenue (Expense)	 (491,718)	 (732,861)
 Budgeted Allocation (Retirement) of Surplus (Deficit)	 8,850	
 Budgeted Surplus (Deficit), for the year	 (491,718)	 (724,011)
 Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(491,718)	(724,011)
Budgeted Surplus (Deficit), for the year	(491,718)	(724,011)

School District No. 92 (Nisga'a)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2019

Budget Bylaw Amount	2019 Amended Annual Budget	2018 Amended Annual Budget
Operating - Total Expense	8,618,094	9,127,297
Special Purpose Funds - Total Expense	2,187,579	1,127,694
Capital Fund - Total Expense	419,343	388,615
Capital Fund - Tangible Capital Assets Purchased from Local Capital	104,502	
Total Budget Bylaw Amount	11,329,518	10,643,606

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

School District No. 92 (Nisga'a)

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

Year Ended June 30, 2019

	2019 Amended Annual Budget	2018 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(491,718)	(732,861)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Local Capital	(104,502)	
From Deferred Capital Revenue	(1,903,599)	(1,050,367)
From Loan Proceeds	(700,000)	
Total Acquisition of Tangible Capital Assets	(2,708,101)	(1,050,367)
Amortization of Tangible Capital Assets	414,843	388,615
Total Effect of change in Tangible Capital Assets	(2,293,258)	(661,752)
(Increase) Decrease in Net Financial Assets (Debt)	(2,784,976)	(1,394,613)

School District No. 92 (Nisga'a)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund

Year Ended June 30, 2019

	Operating Fund	Special Purpose Fund	Capital Fund	2019 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year			3,126,951	3,126,951
Changes for the year				
Net Revenue (Expense) for the year	(389,598)		(102,120)	(491,718)
Interfund Transfers				
Local Capital	394,098		(394,098)	-
Other	(4,500)		4,500	-
Net Changes for the year	-	-	(491,718)	(491,718)
Budgeted Accumulated Surplus (Deficit), end of year	-	-	2,635,233	2,635,233

School District No. 92 (Nisga'a)

Amended Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2018 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	(749,568)	(419,750)
Other	35,000	35,000
Other Revenue	8,700,964	8,611,097
Rentals and Leases	253,100	234,100
Investment Income	24,000	20,000
Total Revenue	8,228,496	8,480,447
Expenses		
Instruction	5,213,355	5,619,865
District Administration	1,444,033	1,494,273
Operations and Maintenance	1,533,930	1,553,609
Transportation and Housing	426,776	459,550
Total Expense	8,618,094	9,127,297
Net Revenue (Expense)	(389,598)	(646,850)
Budgeted Prior Year Surplus Appropriation		8,850
Net Transfers (to) from other funds		
Local Capital	394,098	638,000
Other	(4,500)	
Total Net Transfers	389,598	638,000
Budgeted Surplus (Deficit), for the year		-

School District No. 92 (Nisga'a)

Amended Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2019

	2019 Amended Annual Budget	2018 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	7,533,999	7,501,942
DISC/LEA Recovery	(8,578,881)	(8,215,303)
Other Ministry of Education Grants		
Pay Equity	116,874	116,874
Transportation Supplement	130,091	130,091
Return of Administrative Savings		38,961
Carbon Tax Grant	2,175	3,511
FSA/Provincial Exams Grant	4,094	4,094
Support Staff Benefits	80	80
Student Wellness Grant Early Initiatives	37,000	
Shoulder Tappers	5,000	
Total Provincial Grants - Ministry of Education	(749,568)	(419,750)
Provincial Grants - Other		35,000
Other Revenues		
LEA/Direct Funding from First Nations	8,645,564	8,597,897
Miscellaneous		
Art Starts Grant	6,000	6,200
Miscellaneous	49,400	7,000
Total Other Revenue	8,700,964	8,611,097
Rentals and Leases	253,100	234,100
Investment Income	24,000	20,000
Total Operating Revenue	8,228,496	8,480,447

School District No. 92 (Nisga'a)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object

Year Ended June 30, 2019

	2019 Amended Annual Budget	2018 Amended Annual Budget
	\$	\$
Salaries		
Teachers	2,721,884	2,901,116
Principals and Vice Principals	635,638	612,159
Educational Assistants	325,000	476,348
Support Staff	895,500	906,967
Other Professionals	917,355	902,759
Substitutes	241,000	226,000
Total Salaries	5,736,377	6,025,349
Employee Benefits	1,310,137	1,246,135
Total Salaries and Benefits	7,046,514	7,271,484
Services and Supplies		
Services	308,100	391,572
Student Transportation	54,000	62,000
Professional Development and Travel	149,633	203,594
Rentals and Leases	9,600	11,600
Dues and Fees	21,304	6,900
Insurance	37,400	37,000
Supplies	728,543	852,647
Utilities	263,000	290,500
Total Services and Supplies	1,571,580	1,855,813
Total Operating Expense	8,618,094	9,127,297

School District No. 92 (Nisga'a)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2019

	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	2,178,299	60,000				90,000	2,328,299
1.03 Career Programs	48,085						48,085
1.07 Library Services							-
1.08 Counselling	156,000						156,000
1.10 Special Education	95,000		215,000			100,000	410,000
1.30 English Language Learning	92,000						92,000
1.31 Aboriginal Education	125,000	90,638	110,000				325,638
1.41 School Administration		485,000		145,000			630,000
1.60 Summer School	27,500						27,500
Total Function 1	2,721,884	635,638	325,000	145,000		190,000	4,017,522
4 District Administration							
4.11 Educational Administration				23,000	315,515		338,515
4.40 School District Governance					53,640		53,640
4.41 Business Administration				53,500	380,000		433,500
Total Function 4	-	-	-	76,500	749,155	-	825,655
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration					50,000		50,000
5.50 Maintenance Operations					81,000		647,500
5.52 Maintenance of Grounds							-
5.56 Utilities							-
Total Function 5	-	-	-	540,500	131,000	26,000	697,500
7 Transportation and Housing							
7.41 Transportation and Housing Administration						37,200	37,200
7.70 Student Transportation						25,000	25,000
7.73 Housing						82,500	82,500
Total Function 7	-	-	-	133,500	37,200	25,000	195,700
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9							
2,721,884	635,638	325,000	895,500	917,355	241,000	5,736,377	

School District No. 92 (Nisga'a)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2019

Schedule 2C

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2019 Amended Annual Budget	2018 Amended Annual Budget
1 Instruction						
1.02 Regular Instruction	2,328,299	534,455	2,862,754	177,406	3,040,160	3,043,895
1.03 Career Programs	48,085	12,021	60,106	-	60,106	58,425
1.07 Library Services	-	-	-	3,500	3,500	-
1.08 Counselling	156,000	39,000	195,000	3,600	198,600	120,299
1.10 Special Education	410,000	78,750	488,750	250	489,000	781,226
1.30 English Language Learning	92,000	23,000	115,000	-	115,000	171,511
1.31 Aboriginal Education	325,638	75,910	401,548	47,402	448,950	594,288
1.41 School Administration	630,000	151,705	781,705	41,959	823,664	814,142
1.60 Summer School	27,500	6,875	34,375	-	34,375	36,079
Total Function 1	4,017,522	921,716	4,939,238	274,117	5,213,355	5,619,865
4 District Administration						
4.11 Educational Administration	338,515	84,425	422,940	102,400	525,340	464,218
4.40 School District Governance	53,640	1,946	55,586	80,500	136,086	123,540
4.41 Business Administration	433,500	118,240	551,740	230,867	782,607	906,515
Total Function 4	825,655	204,611	1,030,266	413,767	1,444,033	1,494,273
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	50,000	12,500	62,500	9,400	71,900	95,256
647,500	130,430	777,930	416,100	1,194,030	1,162,853	
-	-	-	5,000	5,000	5,000	
5.50 Maintenance Operations	-	-	263,000	263,000	263,000	290,500
5.52 Maintenance of Grounds	-	-	-	-	-	
5.56 Utilities	-	-	-	-	-	
Total Function 5	697,500	142,930	840,430	693,500	1,533,930	1,553,609
7 Transportation and Housing						
7.41 Transportation and Housing Administration	37,200	9,300	46,500	-	46,500	44,104
7.70 Student Transportation	76,000	15,080	91,080	96,096	187,176	257,883
7.73 Housing	82,500	16,500	99,000	94,100	193,100	157,563
Total Function 7	195,700	40,880	236,580	190,196	426,776	459,550
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	5,736,377	1,310,137	7,046,514	1,571,580	8,618,094	9,127,297

School District No. 92 (Nisga'a)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2018 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	1,033,240	1,040,005
Other	10,299	
Other Revenue	1,154,339	77,390
Total Revenue	2,187,579	1,127,694
Expenses		
Instruction	2,133,274	1,073,389
Operations and Maintenance	54,305	54,305
Total Expense	2,187,579	1,127,694
Budgeted Surplus (Deficit), for the year	-	-

School District No. 92 (Nisga'a)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2019

Schedule 3A

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing and Remedies	Decoda Literacy Entered	\$
Deferred Revenue, beginning of year										12,625
Add: Restricted Grants										
Provincial Grants - Ministry of Education										
Other										28,560
	54,305	29,335	10,000	32,000	9,800	133,868	124,130	635,486		
	54,305	29,335	10,000	32,000	9,800	133,868	124,130	635,486		28,560
	54,305	29,335	19,834	32,000	9,800	148,184	124,130	635,486		41,185
	-	-	-	-	-	-	-	-	-	-
Less: Allocated to Revenue										
Deferred Revenue, end of year										
Revenues										
Provincial Grants - Ministry of Education										
Other Revenue										
	54,305	29,335	19,834	32,000	9,800	148,184	124,130	635,486		41,185
	54,305	29,335	19,834	32,000	9,800	148,184	124,130	635,486		41,185
Expenses										
Salaries										
Teachers										
Principals and Vice Principals										
Educational Assistants										
Support Staff										
Other Professionals										
	-	24,054	-	-	-	66,367	67,435	476,615		
	5,281	19,834	32,000	9,800	15,264	14,164	158,871			
	54,305	29,335	19,834	32,000	9,800	148,184	124,130	635,486		41,185
	54,305	29,335	19,834	32,000	9,800	148,184	124,130	635,486		41,185
Net Revenue (Expense)										
	-	-	-	-	-	-	-	-	-	-

School District No. 92 (Nisga'a)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2019

Schedule 3A

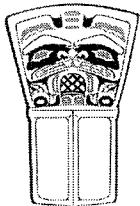
	NLC/NLG Enhancement	Skills Trades Training	FNESC School Proposals	AAANDC Jordan's Principles	FNESC Skills Link Program	TOTAL
Deferred Revenue, beginning of year	\$ 54,374	\$ 26,101	\$	\$	\$	\$ 117,250
Add: Restricted Grants						
Provincial Grants - Ministry of Education						
Other	54,000	30,000	892,961	17,929	17,955	1,018,924
Other	54,000	30,000	892,961	17,929	17,955	1,051,405
Less: Allocated to Revenue						
Deferred Revenue, end of year	108,374	56,101	892,961	17,929	17,955	2,187,579
Revenues						
Provincial Grants - Ministry of Education						
Other Revenue	108,374	56,101	892,961	17,929	17,955	1,033,240
Other Revenue	108,374	56,101	892,961	17,929	17,955	1,154,339
Expenses						
Salaries						
Teachers						
Principals and Vice Principals						
Educational Assistants						
Support Staff						
Other Professionals						
Other						
Employee Benefits						
Services and Supplies						
Net Revenue (Expense)						

School District No. 92 (Nisga'a)

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget			2018 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	317,223		317,223	302,604
Total Revenue	317,223	-	317,223	302,604
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	414,843		414,843	388,615
Debt Services				
Capital Loan Interest	4,500		4,500	
Total Expense	414,843	4,500	419,343	388,615
Net Revenue (Expense)	(97,620)	(4,500)	(102,120)	(86,011)
Net Transfers (to) from other funds				
Local Capital		(394,098)	(394,098)	(638,000)
Capital Loan Payment		4,500	4,500	
Total Net Transfers	-	(389,598)	(389,598)	(638,000)
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	104,502	(104,502)	-	
Total Other Adjustments to Fund Balances	104,502	(104,502)	-	-
Budgeted Surplus (Deficit), for the year	6,882	(498,600)	(491,718)	(724,011)



SCHOOL DISTRICT NO. 92 (NISGAA')

MEETING AGENDA ITEM #8.3

Action:		Information:	X
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	Interim Financials at December 31, 2018		

Background/Discussion:

Interim Financials at December 31, 2018 attached.
For Board Review.

Recommended Action:

That the Board of Education approve the Interim Financials at December 31, 2018.

Presented by: Secretary Treasurer

					Board of Education Financials at December 31, 2018								
					Operating Grant								
MoE Code	Item No.		July	August	September	October	November	December	Year to Date	PO's	Full Year Budget	Budget Remaining	Comments
0	1	Revenue (Billing)	762,150	738,115	749,612	629,975	625,307	623,831	4,124,950		8,830,896	4,705,906	Drop in Student FTE operating grant recovery
102	2	Regular Instruction											Adjusted revenue
108	5	Counselling	12,413	20,274	28,1823	28,920	262,709	270,817	1,137,956	18,774	3,294,635	2,137,956	OK
109	3	Career Prep		-	-	3,165	-	3,276	3,276	12,993		59,145	45,152 OK
107	4	Librar- Services		-	-	568				568		3,500	2,932 OK
131	8	Aboriginal Education		-	9,107	9,228	16,160	17,710	46,205	181,535	133,530	OK	
110	6	Special Education		14,455	6,582	46,506	56,122	40,434	40,426	206,925	473,639	265,714 OK	
130	7	English Language Learning		204	-	10,647	9,710	10,725	10,712	41,938	118,289	76,291 OK	
131	9	Administration (Principals/VP)		4,687	3,064	27,551	14,834	27,141	31,506	108,763	278	456,330	347,789 CUE vacation pay
160	10	Summer School		26,137	10,151					36,287		779,472	399,533 New Principal \$7,000 CUE vacation payout \$6,000; PD \$2,500
411	11	Educational Administration		29,471	28,187	35,385	28,509	36,803	37,643	195,999	2,000	499,376	(1,287) OK
440	13	School District Governance		11,79	4,629	5,106	14,916	8,003	12,542	56,993		127,540	70,547 Travel \$4,000
441	14	Administration (Sec/Tres, Mgr Fin)		29,471	45,314	55,370	85,080	43,867	70,890	329,992	665,613	335,621 Professional services \$57,700	
		Maintenance, furniture			33,331	23,202	12,555	2,872	71,960	2,440		Financial audit 14,000; office supplies 7,500 less required	
541	15	Administration (Dir of Ops)		5,437	5,456	4,561	3,556	7,002	10,521	36,554	65,583	30,049 Salaries \$1,500	
550	16	Maintenance (Dir of Ops)		67,516	88,071	91,936	77,497	77,887	88,753	491,660	1,338	992,789 Photocopy paper 4,000	
010-350		Information Technology		75,757	26,393	6,080	41,423	3,990	339	151,962	1,505	295,500 142,033 Hardware/software in the budget	
552	17	Maintenance of Grounds (Dir of Ops)		84	886		347	21	1,317	820	5,000	2,863 OK	
555	18	Utilities (Dir of Ops)		16,171	11,182	8,016	14,846	2,262	45,109	95,586		263,000 Seasonal heating	
741	19	Administration (Transportation & Hous		3,749	3,576	3,540	2,619	3,501	5,060	22,085	44,946 Billing cycle		
		Director of Operations										22,461 OK	
770	20	Student Transportation (Dir of Ops)		968	15,347	8,868	29,542	7,003	16,560	78,289		175,304 Gas and oil 6,400	
773	21	Housing (Dir of Ops/Eagle		5,288	825	12,052	15,603	12,032	18,953	64,754		extra curricular travel 3,850	
22	Total Expenses			350,038	316,672	710,351	790,550	642,558	757,108	3,567,256	28,613	8,830,896	
	Revenue minus Expenses YTD			412,112	421,443	35,261	(160,575)	(17,251)	(133,277)	557,733			
	Revenue minus YTD Expenses plus PO's												
	Breakfast program funding is thru community links special purpose fund. NESS 25,000 AAMES 8,300 Gingolks 6,100 Gitwinihsin Kw 4,300= \$43,000. No teacher and Education Assistant costs in July and August which creates a large surplus in the 2 months.												



SCHOOL DISTRICT NO. 92 (NISGA'A)

MEETING AGENDA ITEM #8.4

Action:		Information:	X
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	Interim Financials at January 31, 2019		

Background/Discussion:

Interim Financials at January 31, 2019 attached.
For Board Review.

Recommended Action:

That the Board of Education approve the Interim Financials at January 31, 2019.

Presented by: Secretary Treasurer

		Board of Education		Financials at January 31, 2018		Operating Grant							
MoE Code	Item No.	July	August	September	October	November	December	January	Year to Date	Po's	Full Year Budget	Budget Remainin	Comments
0	1	Revenue (Billing)	762,150	738,115	745,612	629,975	625,307	623,831	655,158	4,780,148	8,830,896	4,050,748	Drop in Student FTE
102	2	Regular Instruction	12,413	20,274	281,823	289,920	262,709	270,817	321,261	1,459,217	4,704	3,294,636	1,830,715
103	3	Career Prep	-	-	3,165	3,276	3,276	3,276	3,166	16,159	59,145	42,986	OK
107	4	Library-Services	-	-	568	-	-	-	568	3,500	2,932	OK	
108	5	Counselling	-	-	9,107	9,228	16,160	11,710	16,858	63,063	181,535	118,472	OK
110	6	Special Education	14,455	6,982	48,506	56,122	40,434	40,426	25,723	232,648	473,639	240,991	EA's-6,700; TTAC-6,000;
130	7	English Language Learning	204	-	10,647	9,710	10,725	10,712	10,738	52,736	118,289	65,553	Casual CUPE-2,700 OK
131	8	Aboriginal Education	4,687	3,044	27,551	14,834	27,141	31,506	25,004	133,767	278	456,330	322,285 EA's-13,500
141	9	Administration (Principals)	48,433	48,353	65,327	70,099	66,821	79,398	64,907	443,338	24	779,472	336,110 P/V/P-5,500; Clerical-9,000.
160	10	Summer School	26,137	10,151	-	-	-	-	36,287	34,500	(1,787)	OK	
411	11	Educational Administrativ	29,471	28,187	35,385	28,509	36,803	37,643	41,254	237,253	2,000	499,376	260,123 Edu plan 4,500; Benefits 2,200
		Super, asst super											PRO d-1,000; Pro learning-1,400.
440	13	School District Governance	11,797	4,629	5,106	14,916	8,003	12,542	12,860	69,853	127,540	57,687	OK
441	14	Administration (Sec Tres,	29,471	45,314	55,370	85,080	43,867	70,890	59,500	389,492	665,613	276,121	Audit paid in December 14,000
		Maintenance, furniture			33,331	23,202	12,555	2,872	2,083	74,043	2,440	141,500	65,017

541	15	Administration (Dir of Opt)	5,437	5,456	4,561	3,556	7,002	10,521	4,934	41,468		66,583	25,115	Dec photocopy paper 4,000
550	16	Maintenance (Dir of Ops)	67,516	88,071	91,936	77,497	77,887	88,753	100,260	591,920	5,207	992,789	395,662	contracted services 14,000
015-550		Information Technology	75,757	24,393	6,060	41,423	3,990	339	1,298	153,260	0	295,500	142,240	OK
552	17	Maintenance of Grounds	84	886			347	21	562	1,317	0	5,000	3,683	OK
556	18	Utilities (Dir of Ops)	14,171	11,182	8,016	14,846	2,262	45,109	28,046	123,632		263,000	139,368	Seasonal heating
741	19	Administration (Transport Director of Operations)	3,749	3,576	3,540	2,619	3,541	5,060	3,784	25,869		44,546	18,677	OK
770	20	Student Transportation (C	968	15,347	8,868	29,542	7,003	16,560	6,090	84,379		175,304	90,925	DEC Gas and oil 6,400
773	21	Housing (Dir of Ops)-Eagle	5,288	825	12,052	15,603	12,032	18,953	10,810	75,564		153,099	77,535	electricity and food
	22	Total Expenses	350,038	316,672	710,351	790,550	642,558	757,108	739,138	4,305,832	14,653	8,830,896	-	
		Revenue minus Expenses	412,112	421,443	35,261	(160,575)	(17,251)	(133,277)	(83,980)	474,315				
		Revenue minus YTD Expenses plus PO's			459,662									
		Breakfast program funding is thru community links special purpose fund NESS 25,000 AAMES 8,300 Gingolk 6,100 Gtwinshlkv 4,300= \$43,000.												
		No teacher and Education Assistant costs in July and August which creates a large surplus in the 2 months.												



SCHOOL DISTRICT NO. 92 (NISG̓A'A)

MEETING AGENDA ITEM #8.5

Action:	X	Information:	X
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	Maintenance Report – January 31, 2019		

Background/Discussion:

Maintenance Report – January 31, 2019 attached.

RECOMMENDED ACTION:

For information only.

Presented by: Secretary Treasurer

Director of Operations Report
January 31, 2019

Nisga'a Elementary/Secondary School:

1. Kitchen equipment and ventilation completed and in operation. Capital cost of \$320,000. Architect fees to date of \$19,000.
2. Playground equipment ordered and received. Installation will happen in spring. Capital cost of \$115,000.
3. On-going maintenance, repairs and snow removal.

Alvin A McKay Elementary School:

1. HVAC upgrade, School back in operation January 07, 2019. Scheduled final deficiency inspection for week of February 11, 2019. Cost to date are \$988,000.
2. Sewer line problem completed, had a camera send down the line from school to main sewer line. Blockage right at the main.
3. Renovated 2 washrooms. Cost of \$3,500
4. Repair portable roof
5. On going maintenance, repairs and snow removal.

Gitwinkshilkw Elementary School:

1. Installation of dishwasher and fridge for the breakfast program
2. On-going maintenance, repairs and snow removal.

Nathan Barton Elementary School:

1. Installation of dishwasher and fridge for the breakfast program

2. Repair roof
3. On going maintenance, repairs and snow removal

Residential Housing:

1. Completed three wood furnace installs in units 47, 49, 50.
2. Completed fence installation at units 9, 10, 11 on Mercer Street.
3. Completed crawl space preps for units Mercer Street 9, 10, 11, St. Peters Street 12, 13, 14, Skateen Avenue 18, 19, 20, 21, 22, 23, concrete will be poured in the spring.
4. In the Spring crawl spaces will be prepped for units; Skateen Avenue 15, 16, 17, Morven Street 1, 2, 3, 4, Fireman Street in Gingolx 39, 40, 41. Concrete will be poured in the spring.
5. The housing revenue budget for 2018/19 is \$145,000. Revenue to January 31, 2019 is \$87,000 and expenses are \$92,000.

Health & Safety

1. Monthly Health & Safety committee meeting at NESS as required by WorkSafe BC
2. 4 student incidents on this report period.
3. 2 WCB incidents

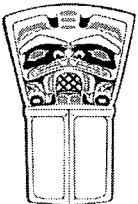
Maintenance Work Orders for the period of September 07/2018 – February 06/2019

Maintenance – 441 Assigned, 44 Open, 397 - Closed

Staffing:

1. Custodians- 1 at NESS retired during January; replacement hired
2. Maintenance Carpenter resigned in January; position will not be filled.

Calvin Morven, Director of Operations



SCHOOL DISTRICT NO. 92 (NISG̓A'A)

MEETING AGENDA ITEM #8.6

Action:	X	Information:	X
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	Information Technology Report		

Background/Discussion:

Information Technology Report for December 2018/January 2019 attached.

RECOMMENDED ACTION:

For information only.

Presented by: Secretary Treasurer

IT Department Report

December & January

Date Written: February 5, 2019

Projects

Administrative Forms

I am currently in the process of going through and putting together the appropriate privacy and security paperwork that is necessary for the applications, and services we utilize. This is going to be a lot of work, as analysis of each application and service we utilize needs to be very thorough, and each path of information needs to be traced (as in where data is transferred through and where it's stored. As this analysis becomes more complete, I will be crafting consent forms for the various applications and services.

Design New Website

Rugie has been starting to redesign the website in order to come up with a basis for a new website. The website committee met in January and decided to go ahead with the design Rugie has been working on. She is continuing to update it and fill it with content according to what was discussed in the meeting.

Testing Windows Administration

In the beginning of January, we received a new ASUS laptop to start testing our Windows support infrastructure, as well as to familiarize ourselves with Windows administration and management. We chose ASUS as they offered a comparable computer to the Macbook Airs we use, at a decent price. They also would allow us to get certified to do warranty work ourselves, where a lot of other brands would not allow us to do that. We believe that we are understanding the setup of Windows and some of the implementation practices, but we are still working diligently on remote management and administration. Once we have this completed, we will be giving this test laptop to a user, so we can get used to supporting someone with a Windows computer.

Setup Server Backup

I have now completely setup a running incremental and full backup system of our servers. I have it setup so it takes a backup nightly, weekly, as well as monthly, and stores them for two weeks, six weeks, and six months as well. These backups are also synchronized every week to our backup server located in the maintenance building.

Research Laptop Locker Replacement

With the modernization of laptops, and the possibility of switching to Windows laptops, I have been researching different alternatives to our current laptop locker system that is located in

NESS. It currently works great, but as it was built by the previous IT manager, supporting it is incredibly difficult, as there is no documentation for how it actually works, or how to maintain it. We are looking at numerous options, which would offer the same features of the current ones, but they would also be more computer agnostic, as we could have any type of laptop in them. As this would be a significant cost, which I am not considering for this year or the next, but I figured it would be good to be aware of what it could possibly cost in the coming years.

Supporting Tech in Schools

With the new Language and Culture grants that each school has received, we have been placing orders, and supporting new tech that they have requested. We are also researching the technology to make sure it is sustainable, maintainable, and a good fit for an education environment.

Upcoming Projects

Here are the projects that are coming up in the 2018-2019 year.

Planning Database Migration

We currently use a database that was made over 20 years ago to manage users and computers. Because of how it was designed, it is next to impossible to simply replace. We are starting a process to analyze the system, figure out all the functions it does, and start replacing those functions. We understand that this will take multiple years to replace this system, as it is engrained in almost all the systems we currently use (from the lockers at the high school, to the ID cards that are used at doors).

Implementing Windows Computers

We are continuing to get familiar with Windows computers and what they have to offer, as well as what we need to change in our infrastructure to accommodate them. We are testing a single laptop at the moment to work out any unforeseen challenges, and once that computer has been in use for a couple months, we aim to acquire about 5 more. The roadmap that was included in my previous report has the details on when we should be deploying more and to whom.

Helpdesk System

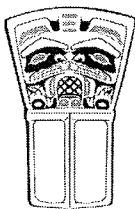
As you can see below, we have been quite busy over the last couple months. Even though we haven't had a huge number of large projects, we managed to close a staggering amount of tickets. A lot of these tickets stemmed from the power outages, and weather issues we witnessed in December and January. As I was gone through the entirety of December, it is incredibly encouraging to know that we have such a motivated and capable team here in our department. It makes me proud that we have been able to run relatively smoothly throughout these months, even if I wasn't always around.

December

Department	Assigned	Open	Closed	Days to resolution (AVG)
NESS	31	3	28	8
New Tickets	160	1	159	1
SDO	18	2	16	7
AAMES	4	0	4	20
GES	4	0	4	5
NLC	1	0	1	0
District Housing	1	0	1	0
NBES	2	0	2	2
Distributed Learning	1	0	1	0
Totals	222	6	216	15.78

January

Department	Assigned	Open	Closed	Days to resolution (AVG)
NESS	46	9	37	1
New Tickets	123	2	121	0
SDO	17	5	12	1
AAMES	23	4	18	5
GES	6	1	5	8
NBES	1	0	1	0
Tech	1	1	0	
Maintenance	1	0	1	19
Totals	218	22	195	9.78



SCHOOL DISTRICT NO. 92 (NISGA'A)

MEETING AGENDA ITEM #9.1

Action:		Information:	X
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	Policy No. 318-P – Physical Restraint and Seclusion		

Background/Discussion:

We received no feedback outside of a recommendation from Board Chair Elsie Davis To ensure staff were properly trained. This was added to the original proposal before sending it out for feedback

Recommended Action:

That the Board of Education approve Policy No. 318-P – Physical Restraint and Seclusion.

Presented by: Superintendent

SCHOOL DISTRICT NO. 92 (NISGA'A)

Policy Subject: Physical Restraint and Seclusion

Date Passed:

Date Amended:

Description:

Physical Restraint and Seclusion

Policy No. 318-P

Purpose

As required by the Ministry of Education, to outline the responsibility of providing a safe environment, and when necessary, to manage instances where a student's aggressive or violent behaviour may harm the student, staff or other students.

Policy

The School District is responsible for providing a safe, personally secure, and respectful working and learning environment for all employees and all students. Threats or acts of aggressive or violent behaviour by students compromise this environment.

Consistent with the Board's Vision and Educational philosophy, and aligned with the Nisga'a Nation's Ayuuk, the School District will structure the learning environment and learning supports in order to prevent or minimize aggressive or violent student behaviour.

- When behaviour interventions are not working, and when a student's aggressive or violent behaviour is escalating to the point of compromising the safety of themselves or others, trained staff members (those with CPI – nonviolent crisis intervention training) may need to use physical restraint and/or seclusion to de-escalate the aggressive or violent behaviour.
- There may be situations where physical restraint may be appropriate even though more moderate measures to de-escalate the behaviour have not been used (example: a student in the act of causing harm to another person).
- Any employee acting reasonably (whether trained or not) may need to use reasonable force to protect students, other persons, or themselves from an imminent assault or serious physical harm.
- Restraint and seclusion are to be used only as the last option and only until such time as the risk of serious harm to self or others is eliminated.
- Physical restraint or seclusion is not to be used as an intervention or treatment procedure.
- Respecting student's rights, maintaining student dignity and the safety of all involved is paramount.
- Appropriate School District staff, the Superintendent, and the students' parents will be informed in a timely manner of any use of physical restraint or seclusion.
- The use of physical restraint and seclusion must be handled in accordance with relevant provincial legislation and the School District's administrative procedures.

SCHOOL DISTRICT NO. 92 (NISGA'A)

Regulation Subject: Physical Restraint and Seclusion - Procedures

Date Passed:

Date Amended:

Description:

Physical Restraint and Seclusion - Procedures

Regulation No. 318-R

Physical Restraint and Seclusion in School Settings

1. Restraint and seclusion procedures are emergency, not treatment, procedures.
2. Restraint or seclusion is discontinued once imminent danger or serious physical harm to others has dissipated.
3. Every instance where physical restraint or seclusion of a student occurs must be documented and a report submitted to the Principal or designate as soon as possible after an incident and always prior to the end of the school day on which the incident has occurred. The Assistant Superintendent must also be informed as soon as possible.
4. If staff is injured during such a restraint, then a "Threat/Violence Report M.17" must be completed and given to the Principal in accordance with Work Safe regulations.
5. Educational assessments, including functional behaviour assessments, are provided for all students whose pattern of behaviour impedes their learning or the learning of others, to inform the development of Positive Behaviour Support Plan and Staff Safety Plan.
6. The Positive Behaviour Support Plan and Staff Safety Plan:
 - A Positive Behaviour Support Plan and/or Staff Safety Plan may include physical restraints and/or seclusion protocols. This should be a rare practice.
 - Schools must also ensure the plan:
 - Addresses the underlying cause or purpose of potentially harmful behaviour.
 - Is developed in cooperation with the parent(s)/guardian and, where appropriate, the student.
 - The use of physical restraint or seclusion is documented (e.g. frequency, duration, reason)
 - Has a regular review of any use of physical restraint or seclusion at IEP, Positive Support Plan and Staff Safety Plan meetings with parents.
 - Positive Behaviour Support Plans and Staff Safety Plans must be reviewed and revised in the following situations:
 - Repeated use of physical restraint and/or seclusion for a particular student.

- Multiple uses of physical restraint and/or seclusion within the same classroom.
- Repeated use of physical restraint and/or seclusion by an individual.

Related Legislation:

Provincial Guidelines—Physical Restraint and Seclusion in School Settings, B.C. Ministry of Education June 3, 2015





School District No. 92 (Nisga'a)

Physical Restraint and Seclusion Report Form

Student Name:	Date of Report:
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Teacher/Class:	School:
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Nature of Restraint/Seclusion:	Date of Incident:
	Start/End of Incident:

Staff Members Involved:

Witnesses:

1. Describe the antecedents that lead to the use of restraint/seclusion including: location, what happened first, who else was present, and under what social and environment conditions.

2. Describe the problem behavior of the student that lead to the use of the restraint/seclusion. Describe the imminent physical harm to themselves, others or property.

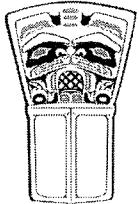
3. Describe the procedure used in the attempt to de-escalate the student prior to using restraint/seclusion.

4. Describe the incident of restraint/seclusion, and the student response after the incident.

5. What methods did or did not work in the situation?
6. Describe any follow-up with the student after the restraint/seclusion, including what was said or done?
7. Were parent/guardians informed? By whom? What follow-up with parents is required?
8. What interventions can be used to prevent another case like this?
9. Is further follow-up required? (IEP meeting, de-briefing meeting, staff training, additional evaluation, safety plan)
10. Follow-up meeting date: Date: _____ Time: _____ Location: _____
Form completed by: Name: _____ Date: _____

Form Distribution: Original: Student file Copies: Superintendent and Director Student Services

Restraint and Seclusion Report Form
Administrative Procedure #316-R



SCHOOL DISTRICT NO. 92 (NISGA'A)

MEETING AGENDA ITEM #11.1

Action:		Information:	X
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	Indigenous Education Committee Report		

Background/Discussion:

Indigenous Education Committee Report for February 7 and 8, 2019 meeting in Vancouver, BC.

Recommended Action:

Presented by: Trustee Azak

Indigenous Education Committee
BCSTA Academy November 2018
Call Out Question #1
What does Truth mean to you?

1. The Colonial lens needs to be removed to make true meaningful change. The IEC needs to be an all aboriginal panel to get the urgent work done.
2. Truth means hearing the stories from those who have suffered. Truth also means that the deep sorrow and shame I feel as a descendent of the colonies should be dismissed because of my skin colour. The truth is that no one should underestimate the commitment to achieve truth and reconciliation of allies. I am an ally.
3. Speaking from the heart
4. Hearing heart stories and honest telling's of history
5. Truth (picture of government arm choking indigenous animal). Path to Equality where is reconciliation? Forgiveness – love – peace – joy. Back to being human again.
6. Truth comes from deep listening. Heart to heart, eye to eye. Spirit mind & body. We, the "settlers" need to more listening
7. Individual truth is different to everyone. We need to listen, learn and respect each other as human beings
8. Honesty with integrity No audience
9. Healing within first -> then the teachings
10. Commitment to being fully present and being the most real version of you!
11. Telling the correct story, sharing the correct information – being strong to accept different perspectives and the ability change. Actions show / demonstrate the true stories
12. Having all voices heard
13. Having the courage & stamina to listen (the real stories) – to accept the "truth" & move forward together
14. Reviewing and if necessary rewriting our History
15. Having the strength to listen to stories that expose my privileged life, and hear the mosaic of all our life experiences
16. Facts Clear Understanding
17. History of Truth! Disease, theft of land, no legal recourse, bombing villages, taking children and still doing so
18. The interpretation of the "Trust" has different meanings. Trust: emotional feeling – can either be earned or given freely ->perceived as an agreement with or for a person's support. *I believe trust is earned, it is hard to share freely & spontaneously and hurts the most when broken
19. Trust: an arrangement; decisions made on behalf of a person or item - >setting aside items, needs or assets for later use ** As school trustees, we are developing, planning, learning, refocusing on the future for our children. Forming the Trust
20. Balance needed. Too aggressive & strident voices. Can have opposite effect of what is hoped for.
21. Knowing history & how it impacts my relationships in the present

Indigenous Education Committee

What does Reconciliation mean to you?

1. Reconciliation means:
- Aboriginal history is known by all....the true history not history glossed up to make people feel better. Feeling better happens after
- Equality in opportunities, law, education & health
- Healing of wrongs & crimes done to our people
2. In 7 generations there may be an answer. Until then we will attempt to travel shoulder to shoulder
3. Reconciliation means that we dialogue respect fully about the past
4. True reconciliation of title, culture, Government being treated as equal in an equal manner
5. Reconciliation will be a life long pursuit to fully understand the impact of colonization
6. A journey forward together
7. Not about us without us!
8. Not seeing this as a new way to oppress dialogue voices! Let softer gentler voices be heard – that is our way – ancestral
9. Making Canada admit & be held accountable for genocide as per UN Convention on Genocide, 1948; signed by Canada in 1952
10. The continuation of listening and understanding with the view of respect and openness. Also, coming with an intention of humility and equality'
11. Doing things better in a meaningful manner
12. Reconciliation means that grandparents caring for their grandchildren will be supported financially
13. Listen more than talk! This is multi-generational grief, which we must respect
14. Reconciliation to me means perspective & empathy walking with understanding as a true ally
15. I feel we are still on the first steps to understanding what this really means for all of us. Past teachings have a long lasting impact on people as they grow old. Eg The churches and Priest told us the world was flat
16. Recognition of the abilities and attributes of all persons who share this land.
 - Further, being open to learning different ways / lenses to view ourselves our impacts & our contribution
 - Speaking & listening to truths
 - Engaging in supporting communities heal in whatever form that takes
17. Reconciliation to me means having knowledge of past – honouring the truth and looking forward to the future
18. Realizing what happened what the meant to the First Nations and how we develop relationships moving forward
19. Making everyone aware, and respectful of our Nations rich culture. Giving people what they need to thrive
20. Admit & acknowledge past injustices & crimes, apologize for them & move forward together

Indigenous Education Committee
BCSTA Academy November 2018
Call Out Question #3

On your personal journey, where do you feel you are at with Reconciliation?

1. I am at the tip of the iceberg, which is where I think most people are. Reconciliation will not happen overnight. Seven generations interned in residential school has created a situation which may take seven generations to reconcile. I hope it's not a seven generation process though.
2. I think that there are a lot of feelings like we are progressing but until we have an aboriginal teacher in every school & there are support systems in place for our children, we haven't started.
3. Little steps at first & just an understanding of the crush of colonialism. Now, I'm much more aware as more is brought to light. Hearing more & having more indigenous school board reps help
4. Reconciliation means caring for all who live with so much grief. Caring means a laugh, a cry, a hug, time with each other
5. I do my best to travel the "good red road". Learning, listening and remaining hopeful. Belly button to the earth
6. At the beginning. Starting to understand. I am an immigrant to Canada so have a lot to learn.
7. At the beginning. I need more truth before I can help shape a shared future
8. I am only at the beginning of promoting within my community the real stories of colonialism. It will be a life long effort
9. Early stages more info & insights required before meaningful change occurs
10. I'm open, willing to listen. I make a point of finding stories of truth and research what I can to learn more. I attend as many events that broaden my awareness as I can. I am committed to the learning
11. I am unsure. I will learn new things all the time, but I believe I can teach and be a leader.
12. In my journey, I am comfortable with developing allies and future warriors for peace and harmony.
13. My personal journey has been to actively search through conversations & reading. True stories, True experiences
14. I was raised that all people, irrespective of their race, skin colour, sexual orientation and religious beliefs are to be valued, respected and treated as equals. Every single person we meet has something worthwhile to teach us.
15. I don't know. It's a journey that never ends

Indigenous Education Committee
BCSTA Academy November 2018
Call Out Question #4

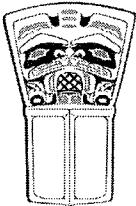
What have you and/or your school district done in the past year regarding Truth and Reconciliation?

1. Each public school could request a ceremonial name for the school from local Elders. This would put indigenous language into the daily lives of school children.
2. One of our schools presented a play using local language and customs
3. Participated in a Blanket Ceremony – Board, Staff & Students
4. Expanded our Aboriginal Ed Department
 - Added First Nations Language classes
 - Added Pro D for teachers, staff, Trustees
 - Regular Meetings for AbEd Advisory Committee with all 14 Nations
5. ???? I don't feel we have a very close relationship with our Indigenous partners
6. Equality Project. Within 6% to achieving parity for grad rates. Goal of achieving parity for grad in 2 years. 28% of Aboriginal grads make District Honours
7. Village Project workshop for larger community
8. We completed the Equity Scan with all education staff on our district Aboriginal Focus Day. Continuing our learning. Giving positive presentation of success stories & collegial collaborative relations examples after blanket exercise. Also will re-do with new board
9. Lots of programs. Expanded: language, culture, historical learning. Teaching/Empowering all educators to take risks.
10. Encourage each school to request an aboriginal name from local elders. Each school should have an aboriginal name.
11. Help Celebrate aboriginal peoples with feasts, Aboriginal day, drumming in schools, art projects, Elders stories
12. Starting to build stronger relationships with local First Nations
13. Put a little local indigenous language in the daily lives of school kids. Greetings, ceremonial school names etc.
14. As a new trustee, I need to learn the answer to this myself
15. Indigenous welcome for new board

Indigenous Education Committee
BCSTA Academy November 2018
Call Out Question #5

What are you personally doing back in your own community regarding Truth and Reconciliation?

1. Writing about true authentic stories, & sharing them healing ourselves first
sour anger does not spill over to the little ones
2. On Aboriginal Council. Ensure aboriginal voice included in part of the student advisory council to board
3. Our reconciliation piece as a family was illustration of the Eagles Path for strong nations publishing. We continue each day to work & educate others
4. Reading, learning, listening
5. Ensuring Aboriginal Voice included in all aspects & that actions occurs as a result of the voices
6. Think of all the horror stories these people endures, racism, loss of culture, hate, genocide
7. Building relationships, listening, working for equity, listening, making connections, listening, recognizing the past & moving forward together, listening
8. Focus on culture and language
9. I am leading circle discussions on T&R and assisting with the development of allies
10. Teaching my children my daycare about Aboriginal history. Using tools, books, dolls, puzzles that show and represent our community
11. Supporting inclusive thoughtful process, and existing projects. Listening to the needs of our communities
12. Learning about past truths. Asking staff what has been done & what is planned to implement TRC recommendations
13. Listening to understand
14. Continuous learning & professional development. I try & be respectful & am open to being wrong. Trying to do better & be better
15. I interact with all individuals equally. I support any indigenous, person/group to do what they need to do to deal (probably a poor choice of words)(with their situation to get them to the place where they need to be. It's amazing to me that there are people out there who do not feel the same.
16. Teaching my ids about it and taking part in as much native culture as possible. Trying to keep my ears & eyes open.
17. Put more Native speakers on main stage, not in little groups. They know what's needed
18. I'm supporting bringing presenters to our district to tell the real stories of residential school. Raising funds to purchase culturally appropriate books for students. Learning Barklay Dialect. Serving on AbEd Advisory committee. Liaising with/community groups.
19. Personally so many things, a long list.....



SCHOOL DISTRICT NO. 92 (NISGA'A)

MEETING AGENDA ITEM #11.2

Action:		Information:	X
Meeting:	Regular	Meeting Date:	February 19, 2019
Topic:	BCSTA Provincial Council Report		

Background/Discussion:

BCSTA Provincial Council Report for February 8 and 9, 2019 meeting in Vancouver, BC.

Recommended Action:

Presented by: Trustee Hayduk

TRUSTEE REPORT:

11.2 Provincial Council – Trustee Hayduk

Provincial Council Meeting – February 8-9, 2019
SFU Wosk Centre – Vancouver BC

Our introductory session with Ministry official gave an overview of past (and current) funding model. It became clear that as usual without specifics it is difficult to understand/support a new allocation framework. People wanted a hint of what is to come to get a sense of how it will impact their district, but few specifics were share, (A valuable suggestion from the floor was to include a commitment for a review after the new system has been in place for 3 or 4 years to address any unforeseen difficulties) Again the principles of equity, predictability and flexibility are supported by the Ministry, but how this is going to be achieved was the real question. This remains unanswered. The significant differences between districts and how to be seen to live up to these expectations is a challenge. A new funding mechanism for Education was an election promise that is proving to be quite difficult. Districts are concerned as to what the results will actually look like. Without clear and common agreement on the meaning of terms like community, rural, equity of opportunity etc., the range of effect when the new formula is implemented is large.

Next steps will be a round of working groups that I think are intended to make sense of the whole thing. Boards still have the opportunity to submit thoughts, and advise through the BCSTA (these will be shared with other boards (unless requested otherwise) or directly to the Ministry.

As I mentioned previously motions to Provincial Council go through a vetting process by the Legislative Committee, while those submitted late must be of in emergent nature in order for them to accepted for debate. This meeting had such motions (late) submitted and the Councillors refused to allow some on the basis the they were not emergent even if the subject matter itself was valid/important.

BCSTA budget will be presented at AGM. It includes a salary increase for executive members and a BCSTA staff increase based on teacher negotiation settlement.

Norm