

**MINUTES OF THE REGULAR BOARD MEETING HELD AT  
QUEEN CHARLOTTE SECONDARY ON FEBRUARY 22, 2011**

**PRESENT WERE:** Wayne Wilson, Chairperson  
Christine Martynuik, Vice Chairperson  
Sharon Matthews, Trustee  
Elizabeth Condrotte, Trustee  
Warren Wesley, Trustee

**ALSO PRESENT:** Angus Wilson, Superintendent of Schools  
Ken Campbell, Secretary Treasurer

**ABSENT WAS:** Shelley Sansome, Exec Asst/HRA

**MEMBERS OF THE PUBLIC:** Tammy Gates, TOC (left at 1930)  
Alex Rinfret, QCI Observer  
Leighann Rodger, SNES Teacher (arrived at 1930)  
Trisha Jung, SNES Teacher (arrived at 1930)

**1. Call to Order**

Chairperson Wilson called the meeting to order at 1910 hours.

**2. Presentations**

Trustees viewed the Queen Charlotte Secondary School's artwork in the hallway.

**3. Approval of Agenda**

R11022201 MOTION BY ELIZABETH CONDROTTE  
SECONDED BY CHRISTINE MARTYNUIK

THAT the agenda be approved with the additions of 7.4) Second Enrolment Count and 7.5) Field Trip.

MOTION CARRIED

**4. Approval of Minutes**

R11022202 MOTION BY SHARON MATTHEWS  
SECONDED BY WARREN WESLEY

THAT the minutes of the regular meeting of January 25, 2011 be approved as circulated.

MOTION CARRIED

**5. Rise and Report**

**5.1 February 22, 2011 In-Camera Board Meeting**

The Superintendent reported on property and personnel matters from the February 22, 2011 In-camera Board meeting.

**6. Strategic and Policy Issues**

**6.1 Policy Committee**

Superintendent Wilson provided Trustees with a copy of a letter from the HGTA requesting that the Board consider establishing a Policy Committee which would include members of each of the stakeholder groups. Under the present process the Board or senior staff develops policies which are circulated for input.

Superintendent Wilson noted that the rationale wasn't clearly articulated; however, the model was one consistent with other Districts. Trustees commented that the present process seemed to be working well and that less senior staff are available to deal with these kinds of committees.

**6.2 Policy 4420 Transportation of Students**

Superintendent Wilson highlighted an existing Board Policy on transportation of students. He noted that schools in the District have inconsistent practices when it comes to a request for criminal record checks for volunteers. Employees are checked when they are hired by the District and once every five years. Some volunteer drivers are required to provide driver abstracts.

Trustees asked that senior staff develop a policy and consistent practice for the District.

**6.3 Policy 4150 Student Injury and Care**

Superintendent Wilson circulated a draft policy on Student injury and care and provided the Board with notice of motion.

**7. Operational Issues**

**7.1 Amended Budget 2010/11**

Secretary Treasurer Campbell presented the final budget for 2010/11 using the final funding figures from the Ministry of Education and based on final student enrolment numbers for the District.

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R11022203 MOTION BY CHRISTINE MARTYNUIK

SECONDED BY ELIZABETH CONDROTTE

THAT the Board of Education of School District No. 50 (Haida Gwaii) approve the first reading of the Amended Annual Budget Bylaw 2010/11 in the amount of \$10,376,469.

MOTION CARRIED

R11022204 MOTION BY SHARON MATTHEWS  
SECONDED BY WARREN WESLEY

THAT the Board of Education of School District No. 50 (Haida Gwaii) approve the second reading of the Amended Annual Budget Bylaw 2010/11 in the amount of \$10,376,469.

MOTION CARRIED

R11022205 MOTION BY CHRISTINE MARTYNUIK  
SECONDED BY WARREN WESLEY

THAT the Board of Education of School District No. 50 (Haida Gwaii) approve all three readings of the Amended Annual Budget Bylaw be passed at the same meeting.

MOTION CARRIED

R11022206 MOTION BY CHRISTINE MARTYNUIK  
SECONDED BY SHARON MATTHEWS

THAT the Board of Education of School District No. 50 (Haida Gwaii) approve the third and final reading of the Amended Annual Budget Bylaw 2010/11 in the amount of \$10,376,469.

MOTION CARRIED

## **7.2 January Finance Voucher**

R11022207 MOTION BY CHRISTINE MARTYNUIK  
SECONDED BY ELIZABETH CONDROTTE

THAT the Board of Education of School District No. 50 (Haida Gwaii) received and filed the Accounts Payable and Payroll for the month of January 2011.

MOTION CARRIED

## **7.3 District Housing**

Secretary Treasurer Campbell announced that the Board had decided to sell many of the District owned houses. This is a lengthy process to which includes first obtaining approval from the Minister of Education. Once Ministry approval is received, the properties will be sold by public tender process.

#### **7.4 Second Count Enrolment**

Secretary Treasurer Campbell presented second count enrolment figures taken February 18, 2011 the snapshot day. The District has lost 18 students since the beginning of the year.

#### **7.5 Field Trip Report**

R11022208 MOTION BY SHARON MATTHEWS  
SECONDED BY CHRISTINE MARTYNUIK

THAT the Board of Education of School District No. 50 (Haida Gwaii) approves the field trip for George M. Dawson Secondary School Post Secondary Institution Tour effective March 6 to 11, 2011.

MOTION CARRIED

### **8. Reports**

#### **8.1 Trustee Reports**

- Vice Chairperson Martynuik reported on her attendance at BCPSEA Annual General Meeting, Queen Charlotte PAC, Book Launch at Skidegate, BCPSEA In-service at the Board Office and CUPE grievance meetings.
- Chairperson Wilson reported on his attendance at the HEC meeting, agenda setting at the Board Office, and the Book launch in Prince Rupert.
- Trustee Matthews had no report.
- Trustee Condrotte reported on her attendance at a Farm to School meeting and a Future of Food on Haida Gwaii meeting
- Trustee Wesley had no report.

#### **8.2 Management Reports**

##### **i. Superintendent's Report**

The Superintendent of Schools reported on personalized learning which is the latest initiative from the Ministry of Education. He indicated he would be meeting in QCSS on March 31 and at GMD on April 5 to seek input from teachers, parents and the public on the future direction of education.

##### **ii. Secretary Treasurer**

Secretary Treasurer Campbell reported on his involvement at various meetings, a tour of Port Clements Multiplex with staff from BCPSEA and his invitation to speak about the Port Clements Multiplex at the Library Conference in Victoria on April 9, 2011.

### **8.3 Haida Education Council**

Superintendent Wilson noted that the two important topics discussed at the HEC meeting were that the Enhancement Agreement is finally ready to be signed and that changes are being made to the composition of the committee.

### **8.2 BCPSEA AGM**

Trustee Martynuik reported on her attendance at the BCPSEA Annual General meeting. She took part in the Pro-D Session held prior to the Representative council on teacher bargaining. At the Representative Council Susan Lambert, President of the BCTF spoke to Trustees on upcoming teacher bargaining. The assembly selected a new President Melody Joy from School District No 8 (Kootenay Lake).

## **9. Information Items**

### **9.1 Trustee Expenditure Report**

The Board of Education of School District No. 50 (Haida Gwaii) received and filed the Trustee Expenditure Report as of January 31, 2011.

### **9.2 Leadership Meeting Agenda**

The February leadership agenda was circulated for information.

### **9.3 Technology Committee Meeting Agenda**

The February technology committee agenda was circulated for information.

## **10. Questions from the public**

The Board of Education and members of the public held a question and answer period. The following items were discussed:

- District houses;
- Masset apartment building;
- Projected enrolment numbers.

## **11. Adjournment**

R11022209 MOTION BY CHRISTINE MARTYNUIK  
SECONDARY BY ELIZABETH CONDROTTE

THAT the Board of Education of School District No. 50 (Haida Gwaii) adjourns the Regular Board meeting at 2010 hours.

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MOTION CARRIED

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Secretary Treasurer

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Chairperson

POLICY 4150  
(Replacing Policy 4100)  
STUDENT INJURY AND CARE (DRAFT 1.1)

Feb 2011

PREAMBLE

The Board of Education recognizes that the safety and well-being of students is of primary importance. In determining a course of action where student safety or well-being is concerned, teachers and other staff must err on the side of caution, contacting parents or guardians promptly and, if there is any doubt as to the condition of the student, directing the student with escort to a medical practitioner.

PROCEDURE

Students Ill at School

1. Contact the parent/guardian.
2. Place the student in a suitable area that is regularly supervised.
3. If the student cannot resume normal activity within a reasonable time, contact a parent/guardian for further care.

Accidents at School

1. In the case of an accident or any emergency affecting any student in the school, the Principal shall deal with the matter using his/her own good judgment.
2. All staff should be constant and thorough in their attention to grounds, buildings and equipment to ensure that unsafe conditions do not exist.
3. Principals and their staff shall see that students in the school and on the grounds are adequately supervised while under school authority.
4. An accident report form shall be submitted to the Secretary Treasurer within 48 hours of the accident.

Students Who Are Injured

1. A School employee administers basic first aid. If the injury is critical, the ambulance is called immediately.
2. The Principal or designate, along with the parent, if available, shall make a decision to either return the student to regular activity or seek medical assistance via ambulance or personal vehicle. Injuries deemed serious must be seen by a medical practitioner.
3. The incident is recorded in the school's First Aid Log.
4. "Serious Injuries" include any head or dental injury, a seizure, or any physical injury that effectively incapacitates the student for a long period of time. All Serious Injuries must be observed and/or treated at a medical facility.
5. Students taken to hospitals or other institutions are under the care of the school until a parent or guardian arrives, and thus cannot be left without a responsible adult while at the medical centre.
6. Serious injuries must be reported to the Superintendent of Schools by the Principal or designate.

7. An SPP form must be filled out by the Principal or designate for the Secretary Treasurer.

#### Students Who Are Injured or Ill on Field Trips

1. All regulations above are considered when students are out of district. However, the duty of care is considered even more significant due to the inability of parents/guardians to attend the student.
2. Every effort will be made by the employee to notify the parent/guardian and the Principal.
3. If there is any doubt as to the seriousness of the student's condition, the employee shall escort the student to a hospital or equivalent medical facility and remain with the student.



**VIA FAX**  
Ref: 144372

March 3, 2011

Kenneth Campbell  
Secretary-Treasurer  
School District No. 50 (Haida Gwaii)  
PO Box 69  
Queen Charlotte City BC VOT 1S0  
Fax: 250 559-8849

Dear Kenneth Campbell:

**Re: 2010/11 Year Capital Plan**

This letter is to acknowledge submission of a Five-Year Capital Plan to the Ministry of Education by your Board of Education. Your effort in developing the Five-Year Capital Plan for your school district is appreciated.

To assist the Ministry in its review of capital project requests and to ensure that the projects requested reflect the capital priorities of boards of education, two reports are enclosed for your review and comments. These reports are:

- **2010/11 Capital Plan – Three Year Project Requests:** a listing of major and minor capital projects submitted by your Board for consideration as part of the Capital Plan. This report includes a description of the project; the project amount; and the priorities assigned by the Board of Education and the Province for each project submitted.
- **CP-2 Five-Year Capital Plan Summary:** a summary of all major and minor capital projects submitted by your Board in the Five-Year Capital Plan, listed by school district priority ranking.

The Three-Year Project Requests list includes the priorities assigned by the Ministry to each project. These priorities are based on the criteria outlined for capital project submissions in the 2010/11 Five-Year Capital Plan Instructions. Any project assigned an Annual Facility Grant "A" priority indicates that it will not be considered for capital funding in the Capital Plan. "NPIR" indicates no project identification report was received.

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Ministry of  
Education

Resource Management  
Division

Mailing Address:  
PO BOX 9151 STN PROV GOVT  
Victoria BC V8W 9H1  
Telephone: (250) 366-7814  
Facsimile: (250) 953-4985

Location:  
4th Floor  
620 Superior St  
Victoria BC

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As stated in part in Section 937.5 (1), Division 10.1 – School Site Acquisition Charges of the *Local Government Act* and the associated School Site Acquisition Charge Regulation, BC Reg 17/00 "... within 60 days of receiving approval of its capital plan under section 142 of the *School Act*, the board of education of an eligible school district must, by bylaw, set the school site acquisition charges applicable to the prescribed categories of eligible development ....". If applicable, the 2010/11 Capital Plan submitted by the Board of Education shall be considered by the Ministry as the approved capital plan required by these regulations.

Please review these reports and notify your Planning Officer of any incorrect or additional information related to specific projects or their ranking by March 28, 2011. Inquiries about bus requests should be directed to Bal Sekha, Transportation/Capital Administrative Officer.

Once again, thank you for the time and effort required to develop your 2010/11 Five-Year Capital Plan. We look forward to our continued work with district staff to address the current and future capital needs of your School District.

Yours sincerely,



Doug Stewart, Director  
Capital Management Branch

Enclosures

pc: Angus Wilson, Superintendent  
John Woycheshin, Regional Manager  
Craig Harris, Planning Officer

## FUNDING DEPARTMENT

Release 6.0.10  
(PRD01.WORLD & JCA)

## 2010/2011 CAPITAL PLAN PROJECT REQUESTS

REQUEST YEARS: 2010/2011, 2011/2012, 2012/2013, 2013/2014, 2014/2015

DISTRICT: 50 Halde Gwail

DIST RANK	PROJ NO	DIST REF NO	PROJECT TITLE	PRIORITY DIST	MIN	CAPITAL PLAN REQUEST	ESTIMATED TOTAL PROJECT COST
=====							
PROJECT TYPE: MAJOR							
1	116228	50004	AGNES L MATHERS ELEM JR SEC ALTER - MODULAR ADDITION & RENOVATIONS	H	H	2175000 C	2175000
TOTAL MAJOR REQUEST				1		2175000	2175000
TOTAL MAJOR SUPPORTED				0		0	0

### CP2 - Five Year Capital Plan Summary

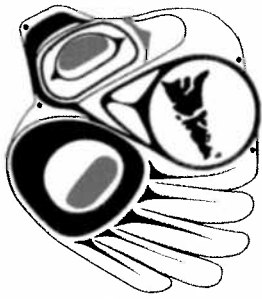
School District: 50 Haida Gwaii      Capital Plan Year: 2010-2011      Capital Plan Submission Date: 16-JUN-2010

Existing Project Priority	Project No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
1	116226	50004	ALTER - AGNES L. MATHERS ELEM-IR SEC MODULAR ADDITION & RENOVATIONS	\$0	\$0	\$2,175,000	\$0	\$0	\$2,175,000
<b>Total</b>				\$0	\$0	\$2,175,000	\$0	\$0	\$2,175,000

7/7

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No. 9187



**BOARD OF SCHOOL TRUSTEES  
SCHOOL DISTRICT NO. 50  
Haida Gwaii / Queen Charlotte**

OFFICE OF THE  
CHIEF EXECUTIVE OFFICER  
P.O. BOX 69  
QUEEN CHARLOTTE CITY  
B.C. V0T 1S0  
TEL: 250 559-8471  
FAX: 250 559-8849

**FINANCE VOUCHER**

**REGULAR BOARD MEETING**

**BOARD MEETING:**

**March 29, 2011**

**AGENDA ITEM:**

**Finance Voucher February 28, 2011**

The list of accounts payable is attached for your information. The following is a summary of accounts.

A/P Cheques Computer Generated	February 28, 2011	\$194,565.15	
ePayments	February 28, 2011	\$110,159.95	
<b>TOTAL Accounts Payable..... February 28, 2011</b>			<b>\$304,725.10</b>
Teachers	15-Feb	\$92,875.00	
AO/Exempt	15-Feb	\$23,860.00	
Teachers	28-Feb	\$106,050.89	
AO/Exempt	28-Feb	\$32,490.31	\$255,276.20
CUPE	29-Jan	\$54,776.54	
Casuals	29-Jan	\$14,056.70	
TOC's	29-Jan	\$4,305.34	
CUPE	12-Feb	\$48,933.99	
Casuals	12-Feb	\$12,332.50	
TOC's	12-Feb	\$4,018.85	
			\$138,423.92
<b>TOTAL Payroll..... February 28, 2011</b>			<b>\$393,700.12</b>
<b>TOTAL A/P and Payroll</b>			<b>\$698,425.22</b>

**RECOMMENDATION:**

1. THAT the Board of School Trustees receive for information Accounts Payable and Payroll totaling **\$698,425.22** for the month of February

**MEMORANDUM**

**SCHOOL  
DISTRICT NO. 50  
Haida Gwaii**

**TO** Ken Campbell  
Secretary-Treasurer

**FROM** Moira Dubasov  
Accountant

**SUBJECT:** Teachers Payroll for..... February

**DATE** 16-Mar-11

Period Ending	Pay Period	Payroll Group	Net Amount
15-Feb	PP#1-2 Adv	Teachers	\$ 92,875.00
15-Feb	PP#1-2 Adv	AO/Exempt	\$ 23,860.00
28-Feb	PP #1-2	Teachers	\$ 106,050.89
28-Feb	PP #1-2	AO/Exempt	\$ 32,490.31
Total Net Pay			\$255,276.20

# MEMORANDUM

SCHOOL  
DISTRICT NO. 50  
Haida Gwaii

**TO** Ken Campbell  
Secretary-Treasurer

**FROM** Moira Dubasov  
Accountant

**SUBJECT:** Non-Teachers Payroll for... February

**DATE** 16-Mar-11

Period Ending	Pay Period	Payroll Group	Net Amount
29-Jan	PP #2-3	CUPE	\$ 54,776.54
29-Jan	PP #2-3	Casuals	\$ 14,056.70
29-Jan	PP #2-3	TOC's	\$ 4,305.34
12-Feb	PP #2-4	CUPE	\$ 48,933.99
12-Feb	PP #2-4	Casuals	\$ 12,332.50
12-Feb	PP #2-4	TOC's	\$ 4,018.85
Total Net Pay			\$ 138,423.92

**SCHOOL DISTRICT NO. 50**  
**CHEQUE REGISTER AS OF FEBRUARY 28, 2011**

<b>CHEQUE NUMBER</b>	<b>DATE</b>	<b>SUPLIER</b>	<b>AMOUNT</b>
51983	2/4/2011	Andrew Sheret LTD	\$2,499.64
51984	2/4/2011	B&b School Supplies	\$32.34
51985	2/4/2011	BC Teachers' Federation	\$12,119.99
51986	2/4/2011	Boreal Northwest	\$167.75
51987	2/4/2011	Charlotte Island Tires LTD.	\$301.02
51988	2/4/2011	City Centre Stores LTD.	\$19.97
51989	2/4/2011	Creative Children	\$574.11
51990	2/4/2011	Delmas Co-Operative	\$403.33
51991	2/4/2011	Exdesk.Com	\$597.00
51992	2/4/2011	Michael Fladmark	\$174.00
51993	2/4/2011	Full Moon Photo	\$477.68
51994	2/4/2011	Gravdon Security Svstems	\$301.86
51995	2/4/2011	Great West Life	\$1,121.75
51996	2/4/2011	Industrial Alliance Pacific	\$15.66
51997	2/4/2011	Jags Beanstalk	\$53.00
51998	2/4/2011	Anna Larose	\$190.00
51999	2/4/2011	London Life Insurance Company	\$3,755.71
52000	2/4/2011	Morneau Sobeco Inc., IN Trust	\$1,656.77
52001	2/4/2011	Nelson Education LTD.	\$191.83
52002	2/4/2011	Northern Health Authority	\$3,200.00
52003	2/4/2011	Pacific Blue Cross	\$11,803.65
52004	2/4/2011	Picture That Framed	\$80.00
52005	2/4/2011	Georg Popp	\$50.00
52006	2/4/2011	Purolator Courier LTD.	\$45.23
52007	2/4/2011	Saanich Plumbing & Heating LTD	\$207.66
52008	2/4/2011	Sandspit Services (Taxi)	\$1,736.05
52009	2/4/2011	School District No. 59	\$12,500.00
52010	2/4/2011	Leanne Seifert	\$400.00
52011	2/4/2011	Skidegate Band Council	\$200.00
52012	2/4/2011	Super Valu Store No. 43	\$342.95
52013	2/4/2011	Xerox Canada Inc.	\$177.81
52014	2/4/2011	Axa Assurances Inc.	\$70.50
52015	2/4/2011	Shelley Sansome	\$907.41
52016	2/4/2011	Wendy Riley	\$136.00
52017	2/14/2011	Aaron-Mark Services	\$736.42
52018	2/14/2011	All Things Stationary	\$69.38
52019	2/14/2011	BC Air Filter LTD.	\$203.17
52020	2/14/2011	BC Hvdro & Power Authority	\$12,771.48
52021	2/14/2011	Big Red Enterprises LTD.	\$1,787.12
52022	2/14/2011	Canadian Freightways Limited	\$93.74
52023	2/14/2011	Carr McLean	\$95.02
52024	2/14/2011	Cdc Contracting	\$1,596.00
52025	2/14/2011	Chrysler Financial	\$658.08
52026	2/14/2011	Delmas Co-Operative	\$380.15
52027	2/14/2011	Haida Gwaii Higher Education S	\$25,000.00
52028	2/14/2011	Harris & Company	\$85.12
52029	2/14/2011	Henry's Bus Service	\$285.60
52030	2/14/2011	Koffman Kalef	\$1,321.32
52031	2/14/2011	Minister Of Finance	\$268.09
52032	2/14/2011	Monk Office Supply LTD.	\$18.82
52033	2/14/2011	Nelson Education LTD.	\$125.05

**SCHOOL DISTRICT NO. 50**  
**CHEQUE REGISTER AS OF FEBRUARY 28, 2011**

<b>CHEQUE NUMBER</b>	<b>DATE</b>	<b>SUPLIER</b>	<b>AMOUNT</b>
52034	2/14/2011	Northern Health Authority	\$3,200.00
52035	2/14/2011	Pacific Controls LTD.	\$445.58
52036	2/14/2011	Wendy Riley	\$165.00
52037	2/14/2011	Rootham Services Group Incl	\$2,605.12
52038	2/14/2011	Saanich Plumbing & Heating LTD	\$326.21
52039	2/14/2011	Sandspit Services (Taxi)	\$140.00
52040	2/14/2011	School District No. 35 (Langle	\$119.90
52041	2/14/2011	Sharp's Audio Visual	\$442.40
52042	2/14/2011	Super Valu Store No. 43	\$474.49
52043	2/14/2011	Tlc Automotive Services LTD.	\$278.52
52044	2/14/2011	Uline	\$474.09
52045	2/14/2011	Western Campus Resources	\$105.34
52046	2/14/2011	Westpoint Automotive	\$543.87
52047	2/14/2011	Xerox Canada Inc.	\$309.23
52048	2/14/2011	Zep Sales & Services of Canada	\$6,793.01
52049	2/22/2011	Ac/Dc MacHining	\$2,746.19
52050	2/22/2011	Cu Credit	\$4,039.57
52051	2/22/2011	Delmas Co-Operative	\$141.31
52052	2/22/2011	FirstCanada ULC	\$35,451.36
52053	2/22/2011	Moire Porter	\$243.74
52054	2/22/2011	Pebt, IN Trust	\$10,053.97
52055	2/22/2011	Purolator Courier LTD.	\$39.54
52056	2/22/2011	Xerox Canada Inc.	\$58.61
52057	2/22/2011	Wayne Wilson	\$915.50
52058	2/24/2011	Boreal Northwest	\$364.55
52059	2/24/2011	City Centre Stores LTD.	\$1,053.09
52060	2/24/2011	Delmas Co-Operative	\$841.46
52061	2/24/2011	Yvette Marie Emerson	\$482.00
52062	2/24/2011	Family Services Of Greater Van	\$375.00
52063	2/24/2011	Joanne Hager	\$200.00
52064	2/24/2011	In-House Solutions	\$771.68
52065	2/24/2011	I.Appleseed	\$421.33
52066	2/24/2011	Iags Beanstalk	\$50.40
52067	2/24/2011	Kelsey Kricheldorf	\$150.00
52068	2/24/2011	Manson's Jewellers	\$54.88
52069	2/24/2011	Minister Of Finance	\$136.81
52070	2/24/2011	Monk Office Supply LTD.	\$235.53
52071	2/24/2011	North Pacific Seaplanes LTD.	\$30.00
52072	2/24/2011	Observer Publishing CO LTD.	\$228.48
52073	2/24/2011	Office Essentials	\$395.36
52074	2/24/2011	Paperdirect, Inc.	\$152.83
52075	2/24/2011	Pitney Bowes Global Credit Ser	\$77.25
52076	2/24/2011	Pitney Bowes Of Canada LTD.	\$222.88
52077	2/24/2011	Pitneyworks	\$54.87
52078	2/24/2011	Purolator Courier LTD.	\$121.56
52079	2/24/2011	OCI Disposal Services	\$307.47
52080	2/24/2011	R & R Rewinding	\$662.55
52081	2/24/2011	Toby Sanmiva	\$100.00
52082	2/24/2011	Seavue Glass LTD	\$176.96
52083	2/24/2011	Spectrum Educational Supplies	\$4,129.11
52084	2/24/2011	Western Campus Resources	\$88.59

**SCHOOL DISTRICT NO. 50**  
**CHEQUE REGISTER AS OF FEBRUARY 28, 2011**

<b>CHEQUE NUMBER</b>	<b>DATE</b>	<b>SUPLIER</b>	<b>AMOUNT</b>
52085	2/24/2011	Xerox Canada Inc.	\$1,579.42
52086	2/24/2011	YNH Books	\$10.85
52087	2/24/2011	Kyle Yovanovich	\$888.50
52088	2/24/2011	Zep Sales & Services of Canada	\$2,988.96
52089	2/24/2011	Canadian Western Trust	\$5,095.00
<b>TOTAL</b>			<b>\$194,565.15</b>

**SCHOOL DISTRICT NO. 50**  
**eREGISTER AS OF FEBRUARY 28, 2011**

<b>DATE</b>		<b>SUPPLIER</b>	<b>NUMBER</b>	<b>AMOUNT</b>
2/4/2011	218	Atwell Family Foods	2611	\$873.75
2/4/2011	218	BC Principals & Vice Principals	2612	\$691.25
2/4/2011	218	Blackwater Excavation & Land	2613	\$5,236.00
2/4/2011	218	Vanessa Cobbs	2614	\$200.00
2/4/2011	218	CUPE - Local 2020	2615	\$3,894.46
2/4/2011	218	Eagle Transit LTD.	2616	\$470.40
2/4/2011	218	Steven Goffic	2617	\$5,810.93
2/4/2011	218	Grand & Toy	2618	\$381.82
2/4/2011	218	Haida Gwaii Teachers' Associa	2619	\$2,205.94
2/4/2011	218	Haida Gwaii PVPA Association	2620	\$294.71
2/4/2011	218	Lwm Services Inc.	2621	\$581.04
2/4/2011	218	Masset Haida Television Socie	2622	\$388.75
2/4/2011	218	Lucy Neville	2623	\$960.00
2/4/2011	218	Scholastic Book Club	2624	\$325.32
2/4/2011	218	Administrative Officers Pro D	2625	\$1,640.00
2/4/2011	218	Katherine Borserio	2626	\$370.98
2/4/2011	218	Ken Campbell	2627	\$1,810.28
2/4/2011	218	David M. Greenall	2628	\$93.30
2/4/2011	218	Akiko Hatakevama	2629	\$68.90
2/4/2011	218	Donna M Hodgson	2630	\$190.00
2/4/2011	218	Joint Professional Developmer	2631	\$3,161.28
2/4/2011	218	Charlotte Jolley	2632	\$1,990.28
2/4/2011	218	Cheryl L. Mackenzie	2633	\$52.56
2/4/2011	218	Christine Martynuik	2634	\$1,069.40
2/4/2011	218	Port Clements School Principa	2635	\$63.17
2/4/2011	218	Marcia Watkins	2636	\$52.64
2/4/2011	219	George Stein	2637	\$622.50
2/4/2011	219	L. Alison Gear	2638	\$500.00
2/4/2011	219	Joanne Yovanovich	2639	\$295.35
2/14/2011	220	Atwell Family Foods	2640	\$32.92
2/14/2011	220	Bandstra Transportation	2641	\$140.07
2/14/2011	220	Blackwater Excavation & Land	2642	\$194.32
2/14/2011	220	Eagle Transit LTD.	2643	\$750.50
2/14/2011	220	Steven Goffic	2644	\$1,080.62
2/14/2011	220	Grand & Toy	2645	\$76.91
2/14/2011	220	Lucy Neville	2646	\$59.19
2/14/2011	220	North Arms Transportation LT	2647	\$14,046.25
2/14/2011	220	North Coast Supply Co. LTD.	2648	\$780.99
2/14/2011	220	Northwest Community College	2649	\$354.92
2/14/2011	220	Officeworks Plus	2650	\$156.07
2/14/2011	220	Skeena Fuels LTD.	2651	\$255.40
2/14/2011	220	Sportfactor Inc.	2652	\$142.30
2/14/2011	220	Agnes L Mathers Principal's	2653	\$1,424.72
2/14/2011	220	Melanie Baerg	2654	\$130.88
2/14/2011	220	Dennis S. Baran	2655	\$655.37
2/14/2011	220	Melrene L. Engel	2656	\$43.00
2/14/2011	220	Martin W.I. Favreau	2657	\$33.60
2/14/2011	220	Claudette L Lavoie	2659	\$57.68
2/14/2011	220	Christine Martynuik	2660	\$442.00

**SCHOOL DISTRICT NO. 50**  
**eREGISTER AS OF FEBRUARY 28, 2011**

<b>DATE</b>		<b>SUPPLIER</b>	<b>NUMBER</b>	<b>AMOUNT</b>
2/14/2011	220	Cindy Olson	2661	\$57.00
2/14/2011	220	Daniel Schulbeck	2662	\$102.04
2/14/2011	220	Cornelis P VanderWeide	2663	\$43.00
2/14/2011	220	Robert Vogstad	2664	\$166.00
2/14/2011	220	Sheila Wigmore	2665	\$68.00
2/15/2011	220	Michael Gaffney	2658	\$1,176.34
2/16/2011	221	Steven Goffic	2666	\$2,478.85
2/16/2011	221	Lucy Neville	2667	\$960.00
2/22/2011	222	Lucy Neville	2668	\$195.48
2/22/2011	222	Telus Communications (Bc) In	2669	\$4,392.21
2/22/2011	222	Mary L Disney	2670	\$959.34
2/22/2011	222	Jennifer White	2671	\$263.00
2/23/2011	223	Donna M Hodgson	2672	\$1,000.00
2/24/2011	224	Atwell Family Foods	2673	\$652.10
2/24/2011	224	Coastal Propane Inc.	2674	\$27,493.03
2/24/2011	224	Grand & Tov	2675	\$1,349.06
2/24/2011	224	Masset Haida Television Socie	2676	\$595.00
2/24/2011	224	Northern Shores Lodging & Ca	2677	\$112.00
2/24/2011	224	Officeworks Plus	2678	\$108.70
2/24/2011	224	Port Air Cargo	2679	\$229.60
2/24/2011	224	Sun Life Of Canada	2680	\$773.88
2/24/2011	224	Village Of Queen Charlotte	2681	\$2,790.18
2/24/2011	224	Melanie Baerg	2682	\$37.85
2/24/2011	224	Catherine Baran	2683	\$232.40
2/24/2011	224	Dennis S. Baran	2684	\$471.86
2/24/2011	224	Maureen Benoit	2685	\$117.05
2/24/2011	224	Ryan Brown	2686	\$90.00
2/24/2011	224	Ashlev Crosby	2687	\$57.00
2/24/2011	224	David M. Greenall	2688	\$103.10
2/24/2011	224	Chris Hillier	2689	\$17.50
2/24/2011	224	Vicki D. Ives	2690	\$8.60
2/24/2011	224	Port Clements School Principa	2691	\$1,450.26
2/25/2011	225	Blackwater Excavation & Land	2692	\$2,536.80
2/25/2011	225	Northern Shores Lodging & Ca	2693	\$3,920.00
<b>TOTAL</b>				<b>\$110,159.95</b>



THE BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 50 (HAIDA GWAI)

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**FIELD TRIP REPORT**

**To:** Board of Education  
**From:** Angus Wilson, Superintendent of Schools  
**Date:** March 29, 2011  
**Re:** Field Trip Report

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School	Description	Date
Queen Charlotte Secondary	Grad Trip	May 13 – 15, 2011



## FIELD TRIP APPLICATION

Please complete this application and forward to the Superintendent of Schools (a copy will be returned to you as confirmation)	
Sponsor Teacher: <i>KARL PULS</i>	School: <i>QCSS</i>
Name of Field Trip (name of event, program / team, etc): <i>GRAD TRIP</i>	Dates of Field Trip: <i>MAY 13-15, 2011</i>
Number of Students Participating: <i>+/- 30</i>	Number of Chaperones: <i>5-6</i>
Names of Teachers Involved: <i>KARL PULS, KEVIN MAY</i>	

Objectives of Field Trip (curriculum relatedness): <i>The Graduating Class would like to see Skeedans, and visit Hot Spring Island. They will also participate in Outdoor Education at Mt. Moresby Adventure Camp.</i>
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Names of Participating Students:	
<i>See Attached Sheet</i>	

Names of Chaperones:	
<i>KARL PULS</i>	
<i>KEVIN MAY</i>	
<i>GRAD PARENTS (TO BE DETERMINED)</i>	

Accommodations:
<i>Mount Moresby Adventure Camp</i>

Travel Plans: <i>Bus Friday after school to Mt Moresby AC. Overnight Boats (combination of possibly Danny Robertson, Coast Guard, Parks, and Moresby Explorers to Skeedans and Hot Spring I. on Saturday. Overnight Mt. Moresby. Outdoor activities Sunday. Bus to AC on Sunday afternoon.</i>
--

Safety Precautions: All boat operators will be fully qualified and safety-equipped. Mount Moreeby AC is staffed and equipped for this activity. We expect to have at least one RN as a chaperone. VHF radios will be used.

Communication Plan: A parental meeting will be held.

Estimate of Expenses		Estimate of Income	
Transportation Costs	2,000	Fundraising	All
Substitute Costs	0	Direct Cost to Students	0
Accommodation	+/- 3000	School Funds	0
Food	included	Other	
Other	500	Other	
Estimated Total Cost	5,500	Estimated Total Income	
Total Funds Raised to Date		\$ 12,000	

Itinerary for Each Day	
Date:	Itinerary:
May 13	Transport to Moreeby AC after school. Overnight
May 14	Boats to Shedans and Hot Springs. Overnight MMAC
May 15	Outdoor activities until afternoon. Transport home

Additional Information:  
 If weather conditions preclude the boat trip, Saturday will also be spent at MMAC.

Karl Bus  
 Applicant's Signature

Feb. 28, 2011  
 Date

S. Kelly Smith  
 Principal's Approval

Approval or Confirmation

**PARENT REQUEST FORM  
STUDENT ACTIVITY**

November 1999  
September 2008

**PROCEDURE**

I. Name of Student: \_\_\_\_\_ Date: \_\_\_\_\_  
Home Telephone: \_\_\_\_\_ Birth Date: \_\_\_\_\_

The information below pertains to a school sponsored student activity:

Description of Activity: Head Trip to Mount Moresby Adventure Camp + Mucain Itaanas

Location: Moresby Camp/Lake, Medans, Hot Spring Island

Dates of Activity: May 13-15, 2011

Departure Time: 5 PM, May 13

Anticipated Return Time: 5:30 PM, May 15

Method of Transportation: Bus and Boat

Participant Travel Fee: 0 (if they have participated in fund raising)

Sponsor: KARL PULS, KEVIN MAY

Teacher/Employees Involved: KARL PULS, Kevin MAY

**PARENTS/GUARDIANS PLEASE REVIEW THE STUDENT EXPECTATIONS BELOW AND SIGN YOUR CONSENT. THIS FORM AND ANY TRAVEL FEE MUST BE RETURNED TO THE SCHOOL BY \_\_\_\_\_.**

**II. Student Expectations**

1. Obey instructions/directions of the supervisor;
2. Understand that it is a privilege to travel on behalf of the school and school district and, for disregard of travel rules, the privilege may be withdrawn;
3. Conduct themselves in a manner that will bring credit to their parents/guardians, their supervisors, their school and the district;
4. Return completed Parent Request Forms and travel fee in advance of the trip;
5. Cooperate with their classroom teachers and staff and complete assignments;
6. Ride on school arranged transportation, unless arrangements have been made with the supervisor and the principal prior to the travel;
7. Be in the company of one or more "buddies" at all times;
8. Assist in any clean-up at the activity site or during related activities;
9. Obtain express permission of the supervisor prior to participation in any unscheduled/unplanned activity;



**SCHOOL DISTRICT NO. 50 (HAIDA GWAII/QUEEN CHARLOTTE)  
BOARD POLICY MANUAL**

POLICY 3500-2

**HIGHER RISK FIELD TRIP  
PERMISSION FORM**

September 2008

**To be completed in addition to 3500-1 PARENT REQUEST FORM STUDENT ACTIVITY**

Name of School: QCSS Date: \_\_\_\_\_

Name of Student: \_\_\_\_\_ Home Telephone #: \_\_\_\_\_

The information below pertains to a school sponsored student activity:

Description of Activity: Grad Trip to Mount Moresby Adventure Camp and Hwaii Haanas

Location: Moresby Camp Lake, Skedans, Hot Spring Island

Dates of Activity: May 13-15, 2011

Departure Time: 5 PM, May 13 Anticipated Return Time: 5:30 PM, May 15

Method of Transportation: Bus and Boat

Participant Travel Fee: \$ (if they have participated in fund raising)

Sponsor: KARL PULS, KEVIN MAY

Teacher/Employees Involved: KARL PULS, KEVIN MAY

I have read and I am informed about the proposed field trip, \_\_\_\_\_ (name of trip) in \_\_\_\_\_ (place of trip) on \_\_\_\_\_ (dates). This permission form comes with a detailed itinerary, names of adult supervisors, pertinent phone numbers, and safety information. I have been invited to an informational meeting with all concerned to review all aspects of this field trip.

I request that my child participate in this field trip. The ratio of students to adult supervisors is \_\_\_\_\_:\_\_\_\_\_.

**The following statement must be signed by the parent/guardian for students participating in Higher Risk Field Trips.**

I am aware and understand that participation in the Higher Risk Field Trip described above involves certain inherent risks, dangers and hazards which may result in serious personal injury, or death or other loss or damage to property. I release and agree to indemnify and hold harmless the Board of School Trustees of School District No. 50 (Haida Gwaii/Queen Charlotte), its employees and its agents (the Releases), from any loss, claim or demand for any and all negligence arising as a result of the Student's involvement or participation in the Higher Risk Field Trip except where such negligence is caused by the Releases.

School District No. 50 (Haida Gwaii)  
 Estimated Operating Grant  
 Difference between Projected 2011/12 (March)  
 and Actual December 2010/11

	Preliminary Funding December 2011	Final Funding December 2010	Difference
Student Base Allocation	\$4,277,009	\$4,395,323	-\$118,314
Supplements for :			
1. Enrolment Decline	\$28,860	\$23,234	\$5,626
2. Unique Student Needs	\$1,185,254	\$1,185,254	\$0
3. Salary Differential	\$135,623	\$140,211	-\$4,588
4. Unique	\$3,339,200	\$3,492,823	-\$153,623
5. Transp	\$299,502	\$299,502	\$0
Funding Protection	\$409,209	\$44,146	\$365,063
Funding Transition	\$36,777	\$73,554	-\$36,777
Holdback	\$0	\$57,387	-\$57,387
<b>Total</b>	<b>\$9,711,434</b>	<b>\$9,711,434</b>	<b>\$0</b>

School District No. 50 (Haida Gwaii)

Operating Grant

For 2011/12

March 11, 2011

Student Base Allocation

630.4554	= FTE	x	\$6,784	\$4,277,009	
0.0000	Distributed Learning		\$6,784	\$0	
+	0.0000	= Home schoolers	x	\$250	\$0

Supplements for :

1. Enrolment Decline

This Years FTE	Last Years FTE	Change		
601.4554	616.125	-14.6696	-2.38%	\$28,860
Supplement				
661.8125	709.875	48.0625	0.00%	\$0
Total				\$28,860

2. Unique Student Needs

a. English as a Second Language

32.00	= ESL FTE	x	\$1,340	\$42,880
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b. Aboriginal Education

417.00	= Ab Ed FTE		\$1,160	\$483,720
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c. Special Education

0.00	= Level 1 FTE	\$36,600	\$0
26.00	= Level 2 FTE	\$18,300	\$475,800
15.00	= Level 3 FTE	\$9,200	\$138,000

c. Adult Educ	10.125	\$4,430	\$44,854	\$1,185,254
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3. Salary Differential

a. Differential \$565 Supplied by MOE

b. Estimated number of Teachers (t) FTE / 18 = 35.588

c. Supplement d x t \$135,623

4. Unique Geographic Factors..... \$3,339,200

5. Transportation & Housing..... \$299,502

Funding Transition \$36,777

Funding Protection \$409,209

Holdback

2011/2012 Operating Grant \$9,711,434

Estimated Operating Grants -- 2011/12 School Year  
SD 50 Haida Gwaii

Type	Enrollment	Funding Level	Total Funding
Total School Age FTE:			
Standard Schools	630.4554	\$6,784	\$4,277,009
Continuing Education	0.0000	\$6,784	\$0
Alternate Schools	0.0000	\$6,784	\$0
Distributed Learning	0.0000	\$5,851	\$0
Course Challenges:	0	\$212	\$0
Home School students:	0	\$250	\$0
Total September Enrollment:	630.4554		
(does not include course challenges or home school)			
<b>TOTAL SEPTEMBER ENROLLMENT BASED FUNDING:</b>			<b>\$4,277,009</b>

**TOTAL SEPTEMBER FUNDING (ENROLLMENT-BASED + SUPPLEMENTS):**  
**\$9,711,434**

	Enrollment	Funding Level	Total Funding
Distributed Learning	0.0000	\$4,430	\$0
School-Age:	0.0000	\$4,430	\$0
Adult:	0.0000	\$0	\$0
Total:	0.0000	\$0	\$0
Continuing Education	0.0000	\$6,784	\$0
School-Age:	0.0000	\$4,430	\$0
Adult:	0.0000	\$0	\$0
Total:	0.0000	\$0	\$0
Newcomer Refugees:	0.0000	\$3,392	\$0
ESL Supplement	0.0000	\$670	\$0
Total:			<b>\$0</b>

	Enrollment Growth	Funding Level	Total Funding
Level 1	0	\$18,300	\$0
Level 2	0	\$9,150	\$0
Level 3	0	\$4,600	\$0
Total	0	\$0	\$0

**TOTAL FEBRUARY FUNDING (ENROLLMENT-BASED + SUPPLEMENTS):**  
**\$0**

<b>SUMMARY</b>	
<b>TOTAL AGGREGATE 2011/12 FUNDING:</b>	<b>\$9,711,434</b>
Estimated 2011/12 Operating Grant from INAC:	\$3,383,242
2011/12 Operating Grant from Ministry of Education:	\$6,328,192

		Supplementary Funding:	
<b>1. Enrollment Decline Supplements (September enrollments, excluding all Kindergarten):</b>			
a. 2011/12 School	2010/11 School	Enrollment	
Age FTE =	Age FTE =	Change	
601.4554	616.1250	-14.6696	-2.38%
b. Decline between 1% and 4% of last year's FTE:		Supplement = Adjusted Decline x 50% x	\$6,784 = \$28,860
c. Decline beyond 4% of last year's FTE:		Supplement = Adjusted Decline x 75% x	\$6,784 = \$0
d. 2010/11 School	2008/09 School	Enrollment	
Age FTE =	Age FTE =	Change	
616.1250	620.5625	-4.4375	-0.72%
Total Enrollment Decline Supplement Funding:		Total Funding	\$28,860
<b>2. Unique Student Needs:</b>			
English as a Second Language:	32	\$1,340	\$42,880
Aboriginal Education:	417	\$1,160	\$483,720
Special Education:			
Level 1:	0	\$36,600	\$0
Level 2:	26	\$18,300	\$475,800
Level 3:	15	\$9,200	\$138,000
Adult Education:			
September:	10.1250	\$4,430	\$44,854
Total Unique Student Needs Funding:			\$1,185,254
<b>3. Salary Differential:</b>			
Estimated number of educators:		Differential:	565
			\$135,623
<b>4. Unique Geographic Factors:</b>			
			\$3,339,200
<b>5. Transportation and Housing:</b>			
			\$299,502
<b>6. Formula Transition:</b>			
			\$36,777
<b>7. Funding Protection:</b>			
			\$409,209
<b>TOTAL SUPPLEMENTARY FUNDING (SEPTEMBER):</b>			<b>\$5,434,425</b>

		Enrollment Based Funding - May	
Distributed Learning	Enrollment	Funding Level	Total Funding
School-Age:	0.0000	\$0	\$0
Adult:	0.0000	\$4,430	\$0
Total:	0.0000	\$0	\$0
Continuing Education	0.0000	\$6,784	\$0
School-Age:	0.0000	\$4,430	\$0
Adult:	0.0000	\$0	\$0
Total:			<b>\$0</b>

**TOTAL MAY FUNDING (ENROLLMENT-BASED + SUPPLEMENTS):**  
**\$0**



**BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 50 (HAIDA GWAI)**

## **2011/2012 BUDGET CONSULTATION SCHEDULE**

The Board of Education welcomes the public to attend Budget Consultation Meetings to provide input concerning the financial plan for the 2011/2012 school year.

Wednesday, April 6	George M. Dawson Secondary School	7:00 PM
Wednesday, March 31	QC District Administration Office	7:00 PM

**TRUSTEE EXPENDITURE REPORT**  
**AS OF February 28, 2011**

	February	Year-To-Date	Budget	Available	% Spent
4-40-19000	2,761.42	23,289.88	41,237.00	17,947.12	56%
4-40-20000	49.60	415.96	750.00	334.04	55%
4-40-34000	2,176.18	15,904.25	43,120.00	27,215.75	37%
4-40-42000		9,320.21	10,000.00	679.79	93%
4-40-45000		0.00	1,200.00	1,200.00	0%
4-40-42025		5,146.02		(5,146.02)	
4-40-43000		198.87	1,000.00	801.13	20%
4-40-51000		2,101.69	1,231.00	(870.69)	171%

<b>Total</b>	<b>4,987.20</b>	<b>56,376.88</b>	<b>98,538.00</b>	<b>42,161.12</b>	<b>57%</b>
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## Principal/Vice Principal Meeting

**Date:** Wednesday, March 2<sup>nd</sup> 2011

**Time:** 10am-3pm

**Location:** QCBO

**Recorder:** Jo

**Presenter:** Vicki

**Agenda:**

1. Budget & Maintenance - Ken  
Budget  
Tech Issues and Ideas - Steve
  2. Improving Student Achievement  
Assessments  
Alberta Positive Behaviour Booklet  
Early Learning Issues
  3. Policy Updates and Review: Injury and Accident
  4. Presentation: Vicki -
  5. Art Festival update
  6. Red Cedar - B is for Basketball
  7. Strategic and Operational Planning  
Next year's Admin Structure/planning  
Safety Plans and Incident Reviews  
Calendar  
Collective Bargaining Update, Grievances and PVP involvement  
Criminal Record Checks  
Student Services Review  
School Visa
  8. Aboriginal Education  
Haida Kindergarten Proposal  
HEC Update  
Free the Children Links  
CRE
  9. Other  
Committee Reps -Pro D, PVP Phone issue  
Other reports as needed
- 

**Important Dates:**

Mar 4	Chess tournament Port	Mar 21-25	Spring Break
Mar 11	Leadership QCBO	Mar 29	Board Meeting ALM
Mar 16	GMD Spirit Activity	Apr 2	Giant Gym Sale GMD

Next Meeting Apr 6, MBO, Presenter Lorrie, Recorder Ritu